

CITY OF PORTLAND COUNCIL MINUTES

Monday April 9, 2018

The Portland City Council met in regular session on Monday April 9, 2018 at 6:00 pm in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen Ed Lenaburg, Heather Hutchins, JoAnna Nielson, Jerod Basol and Public Works Director Ben Basol.

Melissa Beach from TCEDC presented annual report and priorities for 2018.

Minutes for the March 12, 2018 regular meeting were presented. Motion Hutchins, second Nielson to approve minutes as presented, all aye, motion carried.

Mail reviewed.

Permits. Motion Basol, second Lenaburg to approve an alternate location permit for PLS for 4/28/18 at Norseman Hall, all aye, motion carried.

The following bills were presented:

SALARIES	\$5,119.80
Aflac	\$314.08
American Funds	\$182.06
American Funds	\$247.49
Deluxe Checks	\$298.17
MSU	\$36.48
IRS	\$1,512.90
Barbara Rygg	\$49.00
Ben Basol	\$557.31
Bert's Truck Equip	\$613.31
City of Fargo	\$14.00
City of Mayville	\$1,600.00
CNA Surety	\$371.00
David Groven	\$338.00
Farmers Union Oil	\$1,043.91
First & Farmers Bank	\$1,866.20
Office of State Tax Comm	\$141.00
Postmaster	\$105.00
Starion Bond Services	\$203,069.50
Traill County Tribune	\$222.72
Traill Rural Water District	\$7,154.40
Xcel Energy	\$1,035.03
Traill Rural Water District	\$1,309.80
First & Farmers Bank	\$14,412.60
Brudvik Law Office	\$600.00

Midco	\$142.18
Waste Management	\$3,641.51
Chris Karlstad	\$120.00
ND Dept of Health	\$223.63
ND Sewage Pump & Lift	\$1,670.00
Xcel Energy	\$1,063.16
Total	\$249,074.24

Motion Hutchins, second Nielson to pay bills as corrected, on roll, all aye, motion carried.

Financial reports presented. Motion Hutchins, second Nielson to approve financial reports as presented, all aye, motion carried.

Department Head Reports: **Police** - Ed Lenaburg: no report. **Streets** - Jerod Basol: Crack seal bids for city streets and bike path presented. Motion Hutchins, second Lenaburg to approve \$7820.00 for the city streets and \$1760.00 for the bike path, on roll, all aye, motion carried. Motion Basol, second Hutchins to approve up to \$4000.00 for street sweeping when possible, on roll, all aye, motion carried. Motion Basol, second Lenaburg to approve \$1000.00 bonus for Public Works Director Ben Basol and \$500.00 for Chris Karlstad for the work of clearing the streets this winter, on roll, all aye, motion carried. **Water** - Heather Hutchins: Overdue bills discussed. Ten (10) accounts scheduled to be turned off on Monday April 23, 2018 for non-payment. Letter to be sent to overdue accounts stating that the balance of these accounts must be **paid in full** to prevent water from being shut off. A \$100 turn on fee must be paid before water service will be restored. Failure to pay the fee and turn water on without the city approval will result in theft of services charges being filed by the City of Portland through the Traill County Sheriff's office. All accounts for Traill County Housing to be mailed to Traill County Housing in Hillsboro with a copy of the bills sent to the Fargo office, and not to individual customers. **Buildings/Grounds/Equipment** - JoAnna Nielson: Spring cleanup dates discussed. Motion Basol, second Hutchins to approve up to \$2000.00 to Moore Engineering to assist in completing water report from the state, on roll, all aye, motion carried. **Director of Public Works** - Ben Basol: no additional report.

Reminder of City of Portland tax equalization meeting on 4/30/18 at 5:30pm. Assessment report and information of notice of increases given were discussed.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor