

CITY OF PORTLAND COUNCIL MINUTES

Monday August 11, 2014

The Portland City Council met in regular session on Monday August 11, 2014 in the Memorial Hall Building. The meeting was called to order by Mayor Mickels. Also present were Aldermen JoAnna Nielson, Josh Braaten, Ed Lenaburg and Public Works Director Ben Basol. Absent was Alderman Heather Amb. Justin Hall from Moore Engineering and Cassie Tostenson from Brudvik were also in attendance.

Residents from Moorhead Avenue were in attendance to question the stopping point of the paving of the road and an area of where the asphalt meets a driveway. Knife River Materials will extend the current paving of the road to the property line. Justin Hall from Moore Engineering will work with the resident and Knife River Materials to resolve the driveway issue. Justin Hall from Moore Engineering presented progress report number 3. Mr. Hall presented invoices for Moore Engineering in the amount of \$13,664.00 and Knife River in the amount of \$121,248.90. In addition, the city received an invoice from the Traill County Tribune in the amount of \$2,070.00 for the advertising of the assessments. Motion Braaten, second Nielson to pay invoices for the 2014 street improvement project, on roll, all aye, motion carried.

Minutes for the July 14, 2014 regular meeting and minutes from the July 28, 2014 special meeting were presented. Motion Braaten, second Nielson to approve both meeting minutes, all aye, motion carried.

Mail reviewed. Motion Braaten, second Lenaburg to approve for Mayor Sven Mickels to attend NDLC convention in Minot on September 25-27, on roll, all aye, motion carried. Motion Braaten, second Nielson for city to contract for prepay at \$1.82 per gallon for propane, on roll, all aye, motion carried.

Contract for Jeff's Electric, Inc. LLC is up for renewal. Motion Braaten, second Nielson to approve contract renewal with a \$25.00 per month increase for the next contract period of October 1, 2014 to September 30, 2016, on roll, all aye, motion carried.

The following bills were presented:

SALARIES	\$ 4,007.31
American Funds	\$ 367.74
Aflac	\$ 256.75
Jacob Reynolds	\$ 220.00
MSU	\$ 1,793.51
IRS	\$ 1,141.26
Ben Basol	\$ 429.83
City of Fargo	\$ 14.00
City of Mayville	\$ 1,600.00
Karen Nelson	\$ 35.00
Postmaster	\$ 151.00

Trail Rural Water District	\$ 1,694.72
Bank of ND	\$ 26,077.81
Ben Basol	\$ 350.38
Crane Johnson Lumber Co	\$ 699.22
Dakota Supply Group	\$ 23.54
Dara Berdahl	\$ 50.00
Farmers Union Oil	\$ 1,379.23
H E Everson	\$ 107.01
MayPort Hardware Hank	\$ 94.94
Nadine Rygg	\$ 15.00
ND Sewage Pump & Lift Station	\$ 563.10
Office of Treasurer	\$ 4,081.24
ND One Call	\$ 17.60
Polar Communications	\$ 167.39
Reynolds United	\$ 27.52
Trail County Tribune	\$ 121.44
Trail Rural Water District	\$ 6,241.56
Viking Media	\$ 1,804.40
Xcel	\$ 671.05
Pam Braaten	\$ 25.00
Alco Stores	\$ 10.46
Ralph's Sharp Shop	\$ 27.98
Waste Management	\$ 3,724.61
Quill Corporation	\$ 171.38
Xcel	\$ 673.61
Total	\$58,836.59

Motion Braaten, second Lenaburg to pay bills as presented, on roll, all aye, motion carried.

Financial reports presented. Increase in trash haul expense from waste management discussed. Motion Nielson, second Lenaburg to increase resident's trash haul charge from \$16.00 to \$17.00 monthly beginning with the September billing, on roll, all aye, motion carried. Motion Braaten, second Nielson to approve financial reports as presented, all aye, motion carried.

Department Head Reports: **Police** - Ed Lenaburg: Deputy Danielle Hart was in attendance earlier in the meeting. Contract with the Traill County Sheriff's Department discussed. All tickets issued within the City of Portland for non-misdemeanor traffic offenses and infractions will be charged into the City of Portland court with the City of Portland Judge. **Streets** - Heather Amb: Bike path needs to be sealed. Ben has contacted vendor and will be scheduling work. **Water** - Josh Braaten: Over due bills discussed. Seven (7) accounts scheduled to be turned off on Monday August 18, 2014 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 \$50 turn on fee must be paid before water service will be restored. **Buildings/Grounds/Equipment** - JoAnna Nielson : Motion Lenaburg, second Braaten in increase fee that the city charges to \$100.00 for mowing of vacant houses and non-mowed property, as well as increasing the refundable meter deposit fee from \$50.00 to \$100.00 for new residents, on roll, all aye, motion carried. Motion Nielson, second Lenaburg to pay the current going rate to hire an individual to

mow un-mowed and vacant properties, on roll, all aye, motion carried. Ben Basol to get bid on the installation of propane heat in the city shop to replace current fuel oil heat. Letter from residents discussed regarding a vacant property on 8th Street and the concerns regarding the potential health risks with possible mold and rodent issues and the potential to become a blighted property within the City of Portland. The City of Portland will contact the property owners to get any information to address the residents' concerns. **Director of Public Works:** Motion Braaten, second Nielson to repair the storm drain lift station for \$2,775.00, on roll, all aye, motion carried.

Motion Braaten, second Nielson to approve the closure of Fargo Ave from Parke Ave to 8th Street on 9/13 for Bruflat Pie/Ice Cream Social from 7am to 6pm, all aye, motion carried.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor