

CITY OF PORTLAND COUNCIL MINUTES

Monday December 11, 2017

The Portland City Council met in regular session on Monday December 11, 2017 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, JoAnna Nielson, Heather Hutchins, Jerod Basol and Public Works Director Ben Basol.

Justin Hall was in attendance to discuss the city water tower. Mr. Hall reviewed the drone inspection that was done and possible funding options for future repair or replacement. Moore Engineering recommended that the water tower have an through inspection done for repair or replacement. Public Works Director Ben Basol to work with Maquire Iron to do inspection.

Minutes for the November 13, 2017 regular meeting were presented. Motion Hutchins, second Nielson to approve minutes as presented, all aye, motion carried.

Mail reviewed.

Permits: Motion Nielson, second Basol to approve alternate location permit for PLS for Portland Fire Department for Saturday December 2, 2017 that was approved by executive order on November 28, 2017, all aye, motion carried.

The following bills were presented:

SALARIES	\$4,788.43
Aflac	\$314.08
American Funds	\$173.38
American Funds	\$235.70
MSU	\$2,252.98
First & Farmers Bank	\$15.00
IRS	\$1,570.70
Barbara Rygg	\$49.00
Ben Basol	\$557.31
Bloomfield	\$6,899.95
Brady Martz	\$11,000.00
City of Fargo	\$28.00
David Groven	\$70.00
Farmers Union Oil	\$550.56
Flaten Construction	\$240.00
HUB International	\$104.00
Interstate Billing Service	\$150.78
ND Rural Water Systems Assoc	\$235.00
ND Water Users Assoc	\$100.00
Powerplan	\$893.92
Septic Tank Servicing	\$335.00
Traill County Treasurer	\$23.00

Trail County Tribune	\$116.64
Trail Rural Water District	\$7,440.00
Xcel Energy	\$587.34
First & Farmers Bank	\$23,919.15
Finley Motors Inc.	\$3,097.88
Office of Treasurer	\$12,983.11
Ohnstad Twichell	\$100.00
ND One Call	\$12.55
Ben Basol	\$31.45
Chris Karlstad	\$195.00
Jerod Basol	\$60.00
Michael Midstokke	\$100.00
Midco	\$145.98
Waste Management	\$3,626.40
Waste Management	\$811.94
Xcel Energy	\$1,072.07
First & Farmers Bank	\$1,309.80
Total	\$81,407.67

Motion Basol, second Hutchins to pay bills as presented, on roll, all aye, motion carried.

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

Department Head Reports: **Police** – Ed Lenaburg: no report. **Streets** – Jerod Basol: no report. **Water** – Heather Hutchins: Overdue bills discussed. Eleven (11) accounts scheduled to be turned off on Monday December 18, 2017 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: no report. **Director of Public Works** - Ben Basol: no report.

Discussion on follow up to vacate of 5th Street on hold.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor