

CITY OF PORTLAND COUNCIL MINUTES

Monday December 12, 2016

The Portland City Council met in regular session on Monday December 12, 2016 at 6:00 pm in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen JoAnna Nielson, Ed Lenaburg, and Public Works Director Ben Basol. Absent was Alderman Jerod Basol and Heather Hutchins.

Mr. Jim Hodges was in attendance to answer any questions that the council had regarding the offer of \$1500.00/each for lots 6 and 7 of Heskin Meadows. Motion Nielson to not accept the offer of \$1500.00 per lot for lots 6 and 7, second Lenaburg, on roll, all aye, motion carried.

Sheriff Steve Hunt was in attendance and brought the November monthly invoice and reviewed the tru-up invoice needed from the City of Portland and requested that the City of Portland pay the December invoice prior to the close of the month of December. Motion Nielson, second Lenaburg to approve the City of Portland to pay tru-up invoice and November and December monthly invoices prior to the close of the month of December, on roll, all aye, motion carried.

Minutes for the November 14, 2016 regular meeting were presented. Motion Lenaburg, second Nielson to approve meeting minutes as presented, all aye, motion carried.

Mail reviewed. Motion Lenaburg, second Nielson to approve \$25.00 webinar for city auditor, on roll, all aye, motion carried. Motion Lenaburg, second Nielson to approve annual membership fee of \$30.00 for Municipal Finance Officers Association, on roll, all aye, motion carried.

The following bills were presented:

SALARIES	\$4,592.15
Trall Rural Water District	\$1,309.80
Aflac	\$314.08
American Funds	\$283.82
American Funds	\$165.13
Mayville State	\$2,499.91
IRS	\$1,467.58
Trall Rural Water District	\$1,309.80
Barbara Rygg	\$50.00
Ben Basol	\$523.81
Brudvik Law	\$780.00
City of Fargo	\$14.00
City of Mayville	\$1,600.00
Countryside Creations	\$54.50
Famers Union Oil	\$201.43
Gompf Display	\$65.00
H E Everson	\$173.74
Jet-Way Services	\$861.00
John Deere Financial	\$59.45
MPEDC	\$18,190.00

MayPort Hardware Hank	\$109.90
ND Rural Water Systems	\$230.00
ND Water Users	\$100.00
Ohnstad Twichell	\$3,305.95
ND One Call	\$3.00
Paulson Gravel	\$1,836.28
Postmaster	\$151.00
Traill County Tribune	\$95.04
Traill Rural Water District	\$6,075.41
Waste Management	\$3,544.37
Xcel Energy	\$565.89
Chris Karlstad	\$300.00
Jerod Basol	\$40.00
Midco	\$147.30
Quill	\$77.02
Portland Fire Department	\$1,000.00
Ben Basol	\$159.56
Hope Electric	\$70.00
Traill County Treasurer	\$5,841.54
Xcel Energy	\$53.62
Total	\$53,628.93

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

Financial reports presented. Motion Nielson second Lenaburg to approve financial report, all aye, motion carried.

Department Head Reports: **Police** – Ed Lenaburg: no additional report. **Streets** – Jerod Basol: Thank you to Ben for snow removal so far this season. No additional report. **Water** – Heather Hutchins: Overdue bills discussed. Seven (7) accounts scheduled to be turned off on Monday December 19, 2016 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** - Threshold at entry to Veterans Memorial Hall to be completed in spring. Numbering of Housing on Jahr and Heskin Meadows to be reviewed with Traill County 911 Coordinator. **Director of Public Works:** no report.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor

