

# CITY OF PORTLAND COUNCIL MINUTES

## Monday December 15, 2014

The Portland City Council met in regular session on Monday December 15, 2014 in the Memorial Hall Building. The meeting was called to order by President Heather Amb. Also present were Aldermen JoAnna Nielson, Josh Braaten, Ed Lenaburg and Public Works Director Ben Basol, Traill County Sheriff Mike Crocker, Kyle Meyer of Moore Engineering, Attorney Cassie Tostenson of Brudvik Law, Neil Breidenbach, acting Manager of Traill Rural Water District and Eric Strand, representing the Board of Directors for Traill Rural Water. Mayor Mickels joined the meeting.

Sheriff Crocker addressed the council to say thank you and that he enjoyed with the City of Portland.

Kyle Meyer of Moore Engineering updated the city on the Clean Water revolving fund renewal that has been submitted for sewer sanity system upgrades.

City discussed current request from Traill Rural Waster district for monies for incorrect billings in 2009. Neil Breidenbach reviewed the cause of the incorrect billings. Motion Amb, second Braaten for the City of Portland to pay the \$43,387.02 for the incorrect billings to Traill Rural Water District, on roll, all aye. New contract to be completed as soon as possible and presented to the City of Portland.

Minutes for the November 10, 2014 regular meeting were presented. Motion Amb, second Braaten to approve meeting minutes, all aye, motion carried.

Mail reviewed. Motion Braaten, second Nielson to accept the contract from Maguire Iron for maintenance of the city water tower from 2015 to 2024. Motion Braaten, second Amb to approve Ben Basol attending the 2015 ND Rural Water System Association Expo February 11-13 in Bismarck, on roll, all aye, motion carried. Motion Braaten, second Nielson to accept the second and final reading for the change in Animal Control Ordinance for the City of Portland, on roll, all aye, motion carried.

Resident has requested that Helen Avenue between 7<sup>th</sup> Street and 6<sup>th</sup> Street be vacated as his shed is currently sitting on Helen Avenue. City Council has requested that resident attend January 12, 2015 meeting to discuss.

Permits - Motion Braaten, second Nielson to approve alternate location permit for Floyds Bar, all aye, motion carried. Motion Braaten, second Lenaburg to approve a building permit for 30X46 addition to house and installation of new windows, all aye, motion carried. Liquor licenses submitted for renewal. Motion Braaten, second Lenaburg to reduce current fees for license renewal by 50%, on roll, all aye, motion carried. Motion Braaten, second Nielson to approve current renewals for both beer/wine and liquor on and off sales for both PLS and Floyds Bar at the new rates, on roll, all aye, motion carried.

The following bills were presented:

SALARIES	\$3,959.60
American Funds	\$231.12

American Funds	\$136.62
Aflac	\$256.75
Bobcat of Grand Forks	\$68,702.00
Mayville State	\$3,470.47
Portland Fire Department	\$1,000.00
RDO Equipment	\$25,600.00
IRS	\$1,151.28
Access Printing Solutions	\$56.50
Bruce Olson	\$75.00
City of Fargo	\$14.00
Dakota Supply Group	\$406.18
H E Everson	\$116.72
Karter Krogh	\$336.74
Midcontinent communications	\$217.88
Nadine Rygg	\$41.48
ND League of Cities	\$205.00
ND Rural Water Systems Assoc	\$225.00
ND Water Users Assoc	\$100.00
Office of Treasurer	\$4,084.24
Quill Corporation	\$132.02
USA Blue Book	\$289.92
Xcel energy	\$695.48
Crane Johnson Lumber	\$50.00
Dakota Supply Group	\$1.41
Farmers Union Oil	\$995.33
Finley Motors	\$1,107.23
MayPort Hardware Hank	\$13.97
Midcontinent communications	\$74.31
Napa Auto Parts	\$11.98
ND One Call	\$4.40
Quill Corporation	\$26.86
Trail Rural Water District	\$1,694.72
Ben Basol	\$436.17
City of Mayville	\$1,600.00
Karen Nelson	\$35.00
Postmaster	\$102.00
Trail Rural Water District	\$3,556.60
David Groven	\$82.00
Floyds	\$86.61
ND Rural Water Systems Assoc	\$205.00
Trail County Tribune	\$155.30
USA Blue Book	\$63.49
Waste Management	\$3,689.47

Xcel energy	\$1,012.27
Waste Management	\$830.04
Quill Corporation	\$73.53
Widmer Roel	\$825.00

**Total** **\$124,277.09**

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

Financial reports presented. Motion Braaten, second Amb to approve financial reports as presented, all aye, motion carried.

**Department Head Reports:** **Police** – Ed Lenaburg: no report. **Streets** – Heather Amb: no report. **Water** – Josh Braaten: Over due bills discussed. Five (5) accounts scheduled to be turned off on Monday December 22, 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. 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 Trill County Sheriff's office. **Buildings/Grounds/Equipment** – JoAnna Nielson: no report. **Director of Public Works:** no report.

No further business, meeting adjourned.

---

Nadine Rygg, Auditor

---

Sven Mickels, Mayor