

# CITY OF PORTLAND COUNCIL MINUTES

## Monday December 16, 2013

The Portland City Council met in regular session on Monday December 16, 2013 in the Memorial Hall Building. The meeting was called to order by Mayor Mickels. Also present were Aldermen Heather Amb and Ryan Domier. Absent were Josh Braaten and Shirley Rux

Minutes for the November 11, 2013 regular meeting were presented. Motion Amb, second Domier to approve minutes, all aye, motion carried.

Gaming permit requested by Sno-Travelers for March 2014. Motion Amb, second Domier to approve permit, all aye, motion carried. Renewal of liquor licenses for both Floyd's Bar and PLS, motion Domier second Amb to approve renewal of both licenses, all aye, motion carried.

Mail reviewed. Motion Amb, second Domier to contact Micki DePaolis of Aflac Insurance regarding getting accident indemnity policy for Public Works Director, all aye, motion carried. Motion Domier, second Amb approving Public Works Director to attend ND Rural Water Systems annual expo in Fargo in February 2014, on roll, all aye, 2 absent, Mayor Mickels aye, motion carried.

Kyle Meyer of Moore Engineering and Brett Brudvik of Brudvik Law, were present to review the next steps in the street improvement project. Motion Domier, second Amb for a resolution creating the improvement district for the street improvement project consisting of the city limits boundary, on roll, all aye, 2 absent, Mayor Mickels aye, motion carried. Motion Amb, second Domier for resolution authorizing Moore Engineering to prepare engineers report, on roll, all aye, 2 absent, Mayor Mickels aye, motion carried. Motion Domier, second Amb approving the engineer's report that has been presented, on roll, all aye, 2 absent, Mayor Mickels aye, motion carried. Motion Amb, second Domier adopting a resolution of necessity, on roll, all aye, 2 absent, Mayor Mickels aye, motion carried. The next step is the scheduling of a meeting for the purpose of hearing and determining the sufficiency of any protests. This meeting is scheduled for **Tuesday January 21, 2014 at 6pm at the Memorial Hall Building**. Brett Brudvik to contact Traill County Tribune and place legal ads with maps. Notices of the upcoming meeting will be posted in the post office and at city hall.

The following bills were presented:

SALARIES	\$3,895.75
Deluxe checks	\$249.34
American Funds	\$350.22
MSU	\$3,438.34
IRS	\$1,042.41
Ben Basol	\$316.53
Karen Nelson	\$35.00
City of Mayville	\$1,600.00
Postmaster	\$145.00
Ben Basol	\$75.00

Farmers Union Oil	\$460.60
MayPort Farmers Coop	\$102.01
Traill County Highway Dept.	\$1,115.92
MayPort Hardware Hank	\$44.31
H E Everson	\$153.29
Traill Rural Water District	\$6,063.00
MFOA	\$30.00
Polar Communications	\$157.29
Dakota Supply Group	\$123.05
Powerplan	\$188.44
Quill Corp	\$125.66
Septic Tank Servicing	\$325.00
Xcel Energy	\$649.30
Office of Treasurer	\$4,027.66
ND Rural Water Assoc.	\$200.00
Jeff's Electric	\$78.12
City of Fargo	\$14.00
Team Lab	\$1,799.25
Ralph's Sharp Shop	\$58.53
Strand Ready Mix	\$183.00
NDDOT	\$431.30
Jerod Basol	\$90.00
Farmers Union Oil	\$686.00
Flaten Construction	\$105.00
ND Water Users Assoc.	\$100.00
Waste Management	\$3,624.98
Traill County Tribune	\$139.40
Xcel Energy	\$1,089.51
One Call Concepts	\$1.10
Traill County Treasurer	\$142.50
Drees, Risky & Vallager	\$3,750.00
Alco Stores	\$54.25
MSU	\$2,848.50
<b>TOTAL</b>	<b>\$40,108.56</b>

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

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

**Department Head Reports:** **Police** – Ryan Domier: no report. **Streets** – Heather Amb: no report. **Water** – Josh Braaten: Over due bills discussed. Eight (8) accounts scheduled to be turned off on Monday December 23, 2013 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** – Shirley Rux: no report. **Director of Public Works:** Request made to remind all residents to consider snow clearing when placing your trash bins out on the street. Please place your trash bin out on the street after snow has been cleared if possible and please remove from street as soon as possible after trash has been picked up. Thank you.

No further business, meeting adjourned.

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Nadine Rygg, Auditor

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Sven Mickels, Mayor