

CITY OF PORTLAND COUNCIL MINUTES

Monday August 8, 2016

The Portland City Council met in regular session on Monday August 8, 2016 at 6:00pm in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen JoAnna Nielson, Heather Hutchins, Jerod Basol, Ed Lenaburg and Public Works Director Ben Basol.

Minutes for the July 11, 2016 regular meeting were presented. Motion Hutchins, second Nielson to approve meeting minutes as presented, all aye, motion carried.

Mail reviewed. Motion Hutchins, second Basol to approve 5000 gallons pre pay propane for winter, on roll, all aye, motion carried.

Motion Hutchins, second Lenaburg to sell City of Portland owned lot; lot 18, block 5 Riverside Addition to Ron Braseth for \$150.00, on roll, all aye, motion carried. Motion Basol, second Hutchins to approve building permit for garage structure pending variance approval, Hutchins, Basol and Lenaburg aye, Nielson abstain.

No permits presented.

The following bills were presented:

SALARIES	\$4,374.03
Aflac	\$314.08
American Funds	\$143.45
American Funds	\$242.68
MSU	\$1,806.62
IRS	\$1,374.18
Portland Park District	\$1,308.15
A One Janitorial	\$344.41
Barbara Rygg	\$50.00
Ben Basol	\$519.34
City of Mayville	\$1,600.00
Finley Motors	\$79.99
Jacob Reynolds	\$130.00
Jeff's Electric	\$57.76
ND League of Cities	\$828.00
Ohnstad Twichell	\$1,508.00
Quill Corp	\$85.88
Team Lab	\$81.50
Traill Rural Water	\$4,759.01
Univar USA Inc.	\$856.00
Xcel	\$596.83

Bank of ND	\$25,399.24
Ben Basol	\$1,548.24
Farmers Union Oil	\$4,700.00
Jacob Reynolds	\$125.00
MayPort Hardware Hank	\$3.92
Mayville Plumbing & Heating	\$1,188.98
NAPA Auto Parts	\$114.86
ND League of Cities	\$80.00
Office of Treasurer	\$4,488.83
ND One Call	\$5.00
Postmaster	\$149.00
Xcel	\$1,039.78
Traill Rural Water	\$1,309.80
Traill County Tribune	\$110.16
City of Fargo	\$14.00
Midco	\$145.17
Waste Management	\$3,514.71
Xcel	\$1,022.81
Total	\$66,019.41

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

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

Department Head Reports: **Police** – Ed Lenaburg: no report. **Streets** – Jerod Basol: no report. **Water** – Heather Hutchins: Overdue bills discussed. Fifteen (15) accounts scheduled to be turned off on Monday August 15, 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** – JoAnna Nielson: no report. **Director of Public Works:** Motion Hutchins, second Lenaburg to approve increase of \$25 per month for cell phone reimbursement for Public Works Director, on roll, Hutchins, Lenaburg, Nielson aye, Basol abstain, motion carried. Mower upgrade discussed and City of Portland will wait until spring of 2017 to possibly upgrade. Mayor Mickels will be unable to attend the annual League of Cities convention, any alderman interested is welcome to attend. Motion Hutchins, second Lenaburg to renew contract for two (2) years and increase rent by \$25.00 for space currently rented to Jeff’s Electric, all aye, motion carried.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor