

# CITY OF PORTLAND COUNCIL MINUTES

## Monday July 13, 2015

The Portland City Council met in regular session on Monday July 13, 2015 in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen JoAnna Nielson, Heather Hutchins, Josh Braaten, Alderman Lenaburg joined the meeting in progress. Absent was Public Works Director Ben Basol.

Sheriff Deputy Danielle Hart was in attendance. Concerns expressed regarding residents' complaints of loose dogs on Bennett Avenue.

Troy Schimke was in attendance to request a demolition permit for buildings on highway 200. Motion Hutchins, second Braaten to approve demolition permit, on roll, all aye, motion carried.

Justin Hall from Moore Engineering to discuss the finalization of the 2014 Street Improvement project. Justin discussed the 1 year correction period for the last phase of the street improvement project. Motion Braaten, second Nielson to approve Certificate of Substantial Completion, on roll, all aye, motion carried. Motion Braaten, second Hutchins to approve the request for final inspection as presented, all aye, motion carried. Final invoices for Knife River Materials and Moore Engineering to be presented at August 10, 2015 meeting.

Minutes for the June 8, 2015 regular meeting were presented. Motion Hutchins, second Braaten to approve meeting minutes, all aye, motion carried.

Mail reviewed. Motion Nielson, second Hutchins to approve MPEDC to use MDED C funds to enhance City of Portland website, all aye, motion carried. Resident inquired if an 8x20 shipping container can be placed in a yard to be used as a storage shed. Council does not approve of this structure for a storage shed. Unsigned letter dropped off at city hall was reviewed. Issues stated in the anonymous letter were regarding the burning at the bean plant; which all debris was been removed and no burning or smoldering to occur in the future; and the houses allowed at Heskin Meadow. The TIF covenant for Heskin Meadows was amended in 2012 allowing pre-built or modular homes that conformed to the building codes for the City of Portland and that all plans be approved by the city council. Any resident who would like any additional information, please feel free to contact the city Auditor at 788-2463, or attend any council meeting the second Monday of each month at 6pm.

Motion Braaten, second Nielson to approve the notice of termination to cancel coverage under NDPDES for work during street project, all aye, motion carried. Motion Braaten, second Hutchins to approve \$99 to Lake Region State College for a grant writing class for city auditor, on roll, all aye, motion carried.

Alternate location permit for Floyd's bar that had been approved by executive order, motion Nielson, second Braaten to approve alternate location permit, all aye, motion carried.

The following bills were presented:

SALARIES	\$4,252.71
American Funds	\$143.45
American Funds	\$242.68

Aflac	\$256.75
MSU	\$2,040.67
IRS	\$1,301.40
Precision Electric	\$1,279.00
Ben Basol	\$473.87
City of Fargo	\$14.00
City of Mayville	\$1,600.00
Crane Johnson Lumber	\$15.96
David Groven	\$3,461.50
Jacob Reynolds	\$700.00
Job Service ND	\$14.09
John Deere Financial	\$56.16
Karen Nelson	\$35.00
LTN Construction	\$2,694.80
MayPort Hardware Hank	\$107.85
Metropolitan Compounds	\$964.19
NAPA Auto Parts	\$32.07
ND Insurance Department	\$413.45
ND Office of State Tax Comm	\$116.96
Office of Treasurer	\$4,498.00
North Dakota One Call	\$9.90
Paulson Gravel	\$129.00
Postmaster	\$154.00
Precision Electric	\$1,279.00
Quill Corporations	\$142.01
Reynolds United	\$519.04
Titan Machinery	\$180.00
Trail Rural Water District	\$1,322.75
Waste Management	\$3,464.48
Widmer Roel	\$1,625.00
Xcel Energy	\$758.07
Ben Basol	\$216.41
Brudvik Law Office	\$350.00
Trail County Tribune	\$338.50
Trail Rural Water District	\$5,539.00
Jeff's Electric	\$226.03
Midcontinent Communications	\$146.79
ND League of Cities	\$828.00
Team Lab	\$368.00
Xcel Energy	\$1,059.36
<b>TOTAL</b>	<b>\$43,369.90</b>

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

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

City of Portland to contact Traill Rural Water to follow up with possible options for residents on Ash, Oak and Madison joining the City of Portland billing system.

**Department Head Reports:** **Police** – Ed Lenaburg: no report. **Streets** – Heather Hutchins: Alleys to be graveled. **Water** – Josh Braaten: Over due bills discussed. Eleven (11) accounts scheduled to be turned off on Monday July 20, 2015 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. **Buildings/Grounds/Equipment** – JoAnna Nielson: no report. **Director of Public Works:** no report.

Attorney contract reviewed and to remain the same.

No further business, meeting adjourned.

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Nadine Rygg, Auditor

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Sven Mickels, Mayor