

CITY OF PORTLAND COUNCIL MINUTES

Monday June 8, 2015

The Portland City Council met in regular session on Monday June 8, 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 and Public Works Director Ben Basol. Absent was Alderman Ed Lenaburg.

Resident John Burke was in attendance to request an extension on the tax deferral for his property in Heskin Meadows due to the additional expense incurred with the hookup of his home to the city sewer line. Motion Hutchins to extend tax deferral for an additional 4 years and for the City of Portland to haul in black dirt to fill ditch to insure proper drainage in the future, second Nielson, on roll, all aye.

Justin Hall from Moore Engineering discussed the seal coating process which will be done on Tuesday June 9, 2015. Motion Hutchins, second Braaten to approve payment of \$7,866.00 for Knife River Materials for correction work done in May 2015, on roll, all aye.

Minutes for the May 11, 2015 regular meeting were presented. Motion Hutchins, second Braaten to approve meeting minutes, all aye, motion carried.

Mail reviewed. Motion Braaten, second Nielson to approve financials presented by Widmer Roel CPAs to be used for annual audits, all aye, motion carried. Motion Hutchins to approve the continuation of the contract for the State Tax Commissioner to collect and distribute sales tax for the City of Portland, all aye, motion carried. Motion Hutchins, second Nielson to approve resident request to install a Versatube carport structure in their driveway which must comply with all city ordinances, all aye, motion carried. Motion Braaten, second Hutchins to approve the expense of \$,2694.80 from LTN Construction for the purchase of and installation of a new garage door and opener for Jeff's Electric, on roll, Braaten aye, Hutchins aye, Nielson abstained and Mayor Mickels aye, motion carried. Motion Braaten, second Nielson to approve the pledge of securities from First & Farmers Bank for \$2,276,239, all aye, motion carried. Motion Braaten, second Nielson to approve the city auditors bond of \$106,000, all aye, motion carried. Motion Hutchins, second Braaten to approve that the Traill County Tribune continue as the city designated newspaper, all aye, motion carried.

Building permits presented for a new deck and new window installations, Motion Braaten to approve both building permits, second Hutchins, all aye, motion carried.

The following bills were presented:

SALARIES	\$4,251.44
MSU	\$2,247.59
Aflac	\$256.75
American Funds	\$143.45
American Funds	\$242.68
IRS	\$1,031.38
Ben Basol	\$473.87

Brudvik Law Office	\$483.00
City of Fargo	\$14.00
David Groven	\$817.50
H E Everson	\$24.00
Karen Nelson	\$35.00
Metropolitan Compounds	\$577.32
Office of Treasurer	\$4,498.00
Postmaster	\$114.00
Team Lab	\$1,043.50
Traill Rural Water District	\$4,367.46
Tri-State Paving	\$1,760.00
Widmer Roel	\$3,875.00
Xcel	\$656.86
MayPort Hardware Hank	\$303.00
ND One Call	\$5.50
Postmaster	\$154.00
Traill County Tribune	\$181.47
City of Mayville	\$1,600.00
Nadine Rygg	\$43.01
Ben Basol	\$576.16
Jacob Reynolds	\$160.00
Richard Aamold	\$165.00
Midcontinent Communications	\$145.99
Traill Rural Water District	\$1,322.75
Waste Management	\$3,464.48
Xcel	\$1,042.04
Waste Management	\$676.09
TOTAL	\$36,752.29

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

Financial reports presented. Motion Hutchins, 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. City to check into gravel stabilizer to use on alleys. Motion Braaten, second Nielson to approve \$3000.00 to purchase gravel stabilizer, on roll, all aye, motion carried. Mosquito spraying to begin June 9th. **Water** – Josh Braaten: Over due bills discussed. Seven (7) accounts scheduled to be turned off on Monday May 18, 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:** City to

demo zero turn mowers, Ben to follow up on grader purchases and all issues resolved by June 19, 2015.

Motion Braaten, second Nielson to get bids to install central air conditioning in city hall and approve expense up to \$3000.00, on roll, all aye, motion carried.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor