

# CITY OF PORTLAND COUNCIL MINUTES

## Monday November 9, 2015

The Portland City Council met in regular session on Monday November 9, 2015 in the Memorial Hall Building. The meeting was called to order Mayor Sven Mickels. Also present were Aldermen JoAnna Nielson, Josh Braaten, Ed Lenaburg, Heather Hutchins and Public Works Director Ben Basol.

Resident requesting exception from special assessments, stating that at the time of purchase of parcel no special assessment was disclosed. At a meeting granting the extension of TIF deferment in April 2015, resident states that he understood that there would be no special assessments as well. Deferred to December meeting with city attorney to research.

Ground Up Ag in attendance to respond to complaints regarding the monster truck and crashed cars along Parke Ave. City is requesting that the crashed cars be removed as they may present a safety hazard. Representative from Ground Up Ag stated that the cars would be removed.

Ground Up Ag requesting authorization to place a lighted sign along Parke Avenue. As Parke Avenue is a state highway, this authorization needs to come from NDDOT. Request to get electrical from a city street light was denied.

Discussion regarding the proposed loan payout to Traill Rural Water District. City of Portland is in disagreement with the amount of the loan that Traill Rural Water is proposing. The City of Portland minutes from June 2009 states that the loan amount for the City of Portland from Traill Rural Water was for \$73,000.00. Traill Rural water is requesting a loan payout for \$181,000.00. The City of Portland has contacted Moore Engineering to work with the city attorney and the City of Portland in resolving the loan amount.

Deputy Sheriff Tony Ernst was in attendance to address questions regarding the possibility of renegotiating the City of Portland's contract for police with the Traill County Sheriff. Mayor Mickels inquired if the city would like to have all misdemeanor class b traffic and criminal tickets done at the city level. Deputy Ernst explained the additional costs that the city would incur if all misdemeanor class b traffic and criminal tickets were done at the city level; including court costs, attorney costs, jail expense and additional police costs, which are currently included in the contract with the Traill County Sheriff department. Motion Nielson, second Hutchins to continue with current contract.

ATV/off road vehicle ordinances for both City of Portland and state of ND given to council to review and to discuss along with the proposed Mayville ATV ordinance at the December meeting.

Resident in attendance made inquiry as to the disposition of the re mil's left from the 2014 Street Improvement project. All members in agreement that any plans for city owned items be presented at a city council meeting and voted on by all council members before any items are sold or disposed of.

Minutes for the October 12, 2015 regular meeting were presented. Motion Hutchins, second Nielson to approve meeting minutes, all aye, motion carried.

Mail reviewed. Blanket Bond for City Auditor that expires in December 2015 to be renewed. Changes to raffle board permits reviewed in that any raffle board requested must be obtained by a licensed distributor and have a valid gaming stamp. Notification from the State of ND that the audits for 2012 and 2013 were reviewed and accepted. NDDOT Transportation Alternative Program discussed. No current project request for 2017 for the City of Portland. Letter sent to resident to remove flags blocking alley and stating "private property" requesting that the flags be removed. As of this meeting, the flags had not been removed. Public Works Director will remove flags and notify Traill County Sheriff Office of date and time.

Motion Braaten, second Lenaburg to approve 3 building permits, all aye, motion carried. Motion Braaten, second Nielson to approve business license application for Hopes End Auto Body Works, all aye, motion carried.

The following bills were presented:

|                        |             |
|------------------------|-------------|
| SALARIES               | \$4,243.48  |
| MSU                    | \$1,598.06  |
| Aflac                  | \$314.08    |
| American Funds         | \$143.45    |
| American Funds         | \$242.68    |
| Portland Park District | \$1,862.89  |
| IRS                    | \$1,301.42  |
| BND                    | \$10,017.06 |
| Barbara Rygg           | \$50.00     |
| Ben Basol              | \$473.87    |
| Brady Martz            | \$3,950.00  |
| Brudvik Law Office     | \$140.00    |
| City of Fargo          | \$14.00     |
| City of Mayville       | \$1,600.00  |
| Crane Johnson Lumber   | \$55.75     |
| Eugene Boeddeker       | \$100.00    |
| First & Farmers Bank   | \$16,659.21 |
| H E Everson            | \$12.58     |
| MayPort Hardware       |             |
| Hank                   | \$28.94     |
| Nadine Rygg            | \$43.01     |
| Office of Treasurer    | \$4,498.00  |
| Postmaster             | \$102.00    |
| Traill County Tribune  | \$90.72     |
| Traill Rural Water     | \$1,309.80  |
| Twedt Sweepers         | \$2,372.50  |
| Xcel                   | \$1,088.14  |
| Farmers Union Oil      | \$592.47    |
| Jeremy Strand          | \$50.00     |
| Midcontinent           | \$144.07    |
| ND League of Cities    | \$120.00    |
| Traill Rural Water     | \$3,997.40  |

|                            |                    |
|----------------------------|--------------------|
| Waste Management           | \$944.75           |
| Xcel                       | \$489.91           |
| Ben Basol                  | \$305.76           |
| Interstate Billing Service | \$278.70           |
| Midcontinent               | \$150.27           |
| ND One Call                | \$6.60             |
| Waste Management           | \$3,464.48         |
| USDA                       | \$6,949.37         |
| Countryside Creations      | \$96.09            |
| Xcel                       | \$1,138.73         |
| Office of State Auditor    | \$165.00           |
| <b>Total</b>               | <b>\$71,205.24</b> |

Motion Braaten, second Hutchins 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.

**Department Head Reports:** **Police** – Ed Lenaburg: no additional report. **Streets** – Heather Hutchins: no report. **Water** – Josh Braaten: Over due bills discussed. Eight (8) accounts scheduled to be turned off on Monday November 16, 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. 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:** Update on new water meter installation. Motion Braaten, second Hutchins to purchase 5 1 inch meters and 2 1 ½ inch meters, on roll, all aye, motion carried. Discussion held regarding updating the rental costs for city equipment. Motion Hutchins, second Braaten for the City of Portland to increase current in town rental rates to a minimum of \$100.00 per hour plus a \$25.00 per hour operator fee for both the pay loader and bob cat and \$60.00 per hour plus a \$25.00 per hour operator fee for the city mower tractor, all aye, motion carried. A complete list of equipment and rental fees (in town only) is available at city hall.

No further business, meeting adjourned.

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Nadine Rygg, Auditor

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Sven Mickels, Mayor