

CITY OF PORTLAND COUNCIL MINUTES

Monday February 11, 2019

The Portland City Council met in special session on Monday February 11, 2019 at 5:30 pm to discuss the MAP (Midwest Assistance Program) income survey for possible grant funds for a new water tower. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen JoAnna Nielson, Craig Klabo, Jerod Basol and Troy Grinde. Also in attendance was Karen Thomas from MAP, Justin Hall and Brandon Oye from Moore Engineering. Ms. Thomas stated that she has received 56 surveys as of today. She has also received 3 surveys with no name or address and these surveys are unable to be used for the survey due to the missing information. The City of Portland needs 57% or 153 surveys submitted for the survey to be complete. The City of Portland will receive a list of names of residents who have completed the survey and reminder letters sent to those residents who have not to achieve our necessary number if needed. Moore Engineering discussed our current tower and answered questions from the residents in attendance.

The Portland City Council met in regular session on Monday February 11, 2019 at 6:00 pm in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen JoAnna Nielson, Craig Klabo, Troy Grinde, Jerod Basol and Public Works Director Ben Basol.

Resident in attendance to discuss tax deferral.

Minutes for the January 14, 2019 regular meeting were presented. Motion Nielson, second Grinde to approve minutes as presented, all aye, motion carried.

Mail reviewed. Motion Basol, second Nielson to approve \$425.00 for the annual contract with ND Sewage for work at the lift station, on roll, all aye, motion carried. Motion Klabo, second Basol to approve the request for \$16,107.52 to MPEDC, on roll, all aye, motion carried. The City of Portland received 2 car bids for the abandoned vehicle that was advertised. Motion Nielson, second Klabo to accept the bid of \$1610.00, all aye, motion carried. Motion Klabo, second Grinde to approve the sale of 25 feet in Heskin Meadows, all aye, motion carried.

Permits. No permits to present.

The following bills were presented:

SALARIES	\$5,364.28
Aflac	\$420.94
American Funds	\$191.16
American Funds	\$259.86
Postmaster	\$300.00
Mayville State	\$2,610.92
IRS	\$1,592.40
Park District	\$1,702.49

Office of Tax	\$141.00
Job Service ND	\$17.16
Barbara Rygg	\$49.00
Ben Basol	\$557.31
Brudvik Law	\$50.00
City of Fargo	\$14.00
City of Mayville	\$1,600.00
ComMark	\$135.00
East Regional Water	\$8,482.30
H E Everson	\$42.45
Nadine Rygg	\$116.59
ND Municipal Judges Assoc	\$25.00
Office of Treasurer	\$10,400.00
Postmaster	\$105.00
Quill	\$370.64
Workforce Safety	\$772.37
Xcel energy	\$902.00
Farmers Union Oil	\$416.67
MayPort Farmers Co-op	\$34.35
Waste Management	\$3,745.14
East Regional Water	\$1,309.80
David Groven	\$321.00
Trails County Tribune	\$93.04
Chris Karlstad	\$1,080.00
Midco	\$143.88
Xcel energy	\$1,080.00
Total	\$44,445.75

Motion Basol, second Klabo to pay bills as presented, on roll, all aye, motion carried.

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

Department Head Reports: **Police** – Jerod Basol: no report. **Streets** – Craig Klabo: no report. **Water** – JoAnna Nielson: Overdue bills discussed. Seventeen (17) accounts scheduled to be turned off on Monday February 25, 2019 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** – Troy Grinde: Ridge cap on city shop is leaking. Ben to get information and cost for repair. **Director of Public Works** - Ben Basol: Discussion held regarding the purchase of a new snow blower attachment for the city. Public Works Director Ben Basol to get bids and present at March 11 meeting.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor