

CITY OF PORTLAND COUNCIL MINUTES

Monday January 8, 2018

The Portland City Council met in regular session on Monday January 8, 2018 at 6:00 pm in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen Ed Lenaburg, JoAnna Nielson, Heather Hutchins, Jerod Basol and Public Works Director Ben Basol.

Minutes for the December 11, 2017 regular meeting were presented. Motion Nielson, second Hutchins to approve minutes as presented, all aye, motion carried.

Mail reviewed.

Permits: Motion Hutchins, second Nielson to approve a permit for The Fruit Club, all aye, motion carried.

The following bills were presented:

SALARIES	\$4,788.60
Aflac	\$314.08
American Funds	\$173.38
American Funds	\$235.70
City of Mayville	\$1,600.00
Jeff's Electric	\$87.48
MayPort Hardware Hank	\$85.25
Barbara Rygg	\$49.00
Ben Basol	\$557.31
City of Fargo	\$14.00
City of Mayville	\$1,600.00
Countryside Floral	\$80.25
David Groven	\$399.00
Farmers Union Oil	\$761.16
H E Everson	\$116.63
Job Service ND	\$153.90
MayPort Hardware Hank	\$19.99
MFOA	\$30.00
Office of State Tax Comm	\$132.00
Postmaster	\$102.00
Precision Electric	\$108.94
Traill County Treasurer	\$6,076.90
Traill Rural Water District	\$5,795.70
Xcel Energy	\$826.81
Waste Management	\$3,626.40
Traill Rural Water District	\$1,309.80
Ben Basol	\$770.90

Chris Karlstad	\$90.00
Interstate Billing Service	\$67.33
Jake Amb	\$720.00
Jerod Basol	\$52.50
Midco	\$144.61
NDRWSA	\$189.00
Ohnstad, Twichell	\$220.00
Xcel Energy	\$1,084.12
Total	\$32,382.74

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

Financial reports presented. Motion Lenaburg, second Nielson to approve fund transfers in the amount of \$29,261.84, to balance accounts, all aye, motion carried. Motion Hutchins, second Nielson to approve financial reports as presented, all aye, motion carried.

Department Head Reports: **Police** – Ed Lenaburg: Sheriff Hunt joined the meeting. Sheriff Hunt reviewed changes affecting the City of Portland and discussed community visibility of officers. Motion Lenaburg, second Hutchins to purchase of new patrol car with cost split between Hatton and the City of Portland, on roll, all aye, motion carried. Motion Basol, second Hutchins to approve county hazard mitigation plan, all aye, motion carried. **Streets** – Jerod Basol: no report. **Water** – Heather Hutchins: Overdue bills discussed. Nine (9) accounts scheduled to be turned off on Monday January 29, 2018 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: Purchase of new street banners discussed. Additional information to be presented at the February meeting. **Director of Public Works** - Ben Basol: no report.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor