

CITY OF PORTLAND COUNCIL MINUTES

Monday June 12, 2017

The Portland City Council met in regular session on Monday June 12, 2017 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, Jerod Basol, JoAnna Nielson, Heather Hutchins and Public Works Director Ben Basol.

Minutes for the May 8, 2017 regular meeting were presented. Motion Nielson, second Lenaburg to approve minutes as amended, all aye, motion carried.

Mail reviewed. Motion Lenaburg, second Hutchins to approve \$500.00 contribution for 2017 Summerfest, on roll, Basol aye, Lenaburg aye, Hutchins aye, Nielson abstain. Audit conducted by Job Service of ND reviewed.

Permits: Motion Basol, second Lenaburg to approve 2 alternate location permits for PLS - 6/17 at Norseman Archers and 6/24 for street dance on Arnold Avenue for 2017 Summerfest, Basol aye, Lenaburg aye, Nielson and Hutchins abstain.

The following bills were presented:

SALARIES	\$4,788.60
Aflac	\$314.08
American Funds	\$173.38
American Funds	\$235.70
MSU	\$1,532.87
IRS	\$1,550.76
Trall Rural Water	\$1,309.80
Barbara Rygg	\$50.00
Ben Basol	\$1,869.52
Brudvik Law	\$240.00
City of Fargo	\$14.00
City of Mayville	\$1,600.00
Farmers Union Oil	\$638.32
H E Everson	\$74.97
MayPort Farmers Co-op	\$17.71
MayPort Hardware Hank	\$17.23
Municipal Gov Academy	\$25.00
Nadine Rygg	\$2.00
ND Dept of Health	\$223.63
ND League of Cities	\$140.00
Newman Signs	\$98.38
Office of Treasurer	\$4,333.73
ND One Call	\$9.00
Paulson Gravel	\$215.00

Postmaster	\$116.00
Quill	\$144.37
Ralph's Sharp Shop	\$93.18
Reynolds United	\$560.21
Traill County Tribune	\$441.36
Traill Rural Water	\$10,981.72
Twedt Sweeping	\$1,713.75
Waste Management	\$3,544.37
Xcel Energy	\$856.77
Ben Basol	\$99.74
Midco	\$148.13
Moen's Excav/Concrete	\$27.00
Postmaster	\$102.00
Waste Management	\$353.75
Job Service ND	\$11.53
Nadine Rygg	\$149.00
Univar USA	\$1,665.01
Xcel Energy	\$1,043.33
David Groven	\$1,310.00
phd Pros	\$4,959.00
TOTAL	\$47,793.90

Increased water rates from TRWD discussed. Motion Nielson, second Hutchins to increase water rate for the City of Portland by \$10.00/month to offset increased cost of water from Traill Rural Water District effective with July billing, on roll, all aye, motion carried. Motion Hutchins, second Basol to pay bills as presented, on roll, all aye, motion carried.

Financial reports presented. Motion Basol, second Hutchins to approve financial report as presented, all aye, motion carried.

Department Head Reports: **Police** – Ed Lenaburg: Emergency siren test conducted and siren fully functional. **Streets** – Jerod Basol: Motion Basol, second Hutchins to approve up to \$3000.00 for gravel for city alleys and streets, on roll, all aye, motion carried. Motion Hutchins, second Basol to approve the closure of Arnold Avenue for 2017 Summerfest, Basol aye, Lenaburg aye, Nielson and Hutchins abstain, motion carried. **Water** – Heather Hutchins: Overdue bills discussed. Four (4) accounts scheduled to be turned off on Monday June 26, 2017 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: Overgrown lawns discussed. Letters mailed to 2 residents informing them of the over grown status and a date to be in compliance by. **Director of Public Works:** Motion Basol, second Hutchins to approve \$800.00 to bring the front entrance of the Memorial Hall Building into ADA compliance, on roll, all aye, motion carried. Motion Basol, second Hutchins to approve up to \$1000.00 to replace door to conference room in the Memorial Hall Building to meet ADA compliance, on roll, all aye, motion carried.

Motion Hutchins, second to continue with current Attorney process, all aye, motion carried.
Motion Nielson, second Basol to accept current bonding of \$344,000.00 for city auditor, on roll, all aye, motion carried.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor