

# CITY OF PORTLAND COUNCIL MINUTES

## Monday March 12, 2018

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

Resident John Burke was in attendance to discuss property tax and the TIF district.

Sheriff Hunt in attendance to discuss the purchase of a new vehicle. Motion Hutchins, second Basol to approve \$20,000.00 for the purchase of a new patrol vehicle, on roll, all aye, motion carried. Sheriff Hunt requested that the City of Portland consider allowing the old vehicle to be bought by the county instead of used as trade in. Motion Basol, second Lenaburg for the City of Portland to agree to the old patrol vehicle be purchased by the county, on roll, all aye, motion carried.

Minutes for the February 12, 2018 regular meeting were presented. Motion Hutchins, second Lenaburg to approve minutes as presented, all aye, motion carried.

Mail reviewed.

Permits. Motion Basol, second Lenaburg to approve permits for MayPort Multi Purpose at Floyd's and PLS and for Anderson Hefta Legion Post #93 for July, all aye, motion carried.

The following bills were presented:

SALARIES	\$5,119.77
Aflac	\$314.08
American Funds	\$182.06
American Funds	\$247.49
MSU	\$2,749.14
IRS	\$1,524.52
Barbara Rygg	\$49.00
Ben Basol	\$557.31
David Groven	\$354.00
Farmers Union Oil	\$895.63
H E Everson	\$9.50
Once Call Now	\$310.50
Postmaster	\$105.00
Powerplan	\$57.46
Traill County Treasurer	\$21.00
Traill Rural Water	\$4,342.50
Waste Management	\$3,698.93

Workforce Safety	\$891.89
Xcel Energy	\$1,019.52
Ben Basol	\$96.61
City of Fargo	\$14.00
City of Mayville	\$1,600.00
Midco	\$143.13
Office of State Auditor	\$165.00
Trail Rural Water	\$1,309.80
Chris Karlstad	\$652.50
Nadine Rygg	\$317.04
Xcel Energy	\$1,070.02
Total	\$27,817.40

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

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

**Department Head Reports:** **Police** – Ed Lenaburg: no additional report. **Streets** – Jerod Basol: no report. **Water** – Heather Hutchins: Overdue bills discussed. Four (4) accounts scheduled to be turned off on Monday March 26, 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: Motion Lenaburg, second Hutchins for the purchase of a new Wi-Fi enabled tablet for public works, on roll, all aye, motion carried. **Director of Public Works** - Ben Basol: no report.

No further business, meeting adjourned.

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Nadine Rygg, Auditor

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Sven Mickels, Mayor