

# CITY OF PORTLAND COUNCIL MINUTES

## Monday April 13, 2015

The Portland City Council met in regular session on Monday April 13, 2015 in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen JoAnna Nielson, Ed Lenaburg, Heather Amb and Public Works Director Ben Basol. Absent was Alderman Josh Braaten.

Deputy Sheriff Tony Ernst was in attendance. City of Portland informed Deputy Ernst regarding the complaints received from a resident on 2<sup>nd</sup> Street expressing the concerns regarding vehicles parked in their yard during events at the softball field. No Parking signs have been installed and residents have been directed to call the non-emergency number for the Traill County Sheriff for vehicles to be ticketed.

Justin Hall from Moore Engineering updated the City of Portland on the next phase of the 2014 Street Improvement Project. Next phase to include seal coat of all streets, but is recommending to tape and crack/seal all cracks that have occurred over the winter. Moore Engineering to get a bid from Knife River for crack/seal on transverse cracks. Discussion over possible fix on Jahr Ave. Knife River may remil ½ inch off of Jahr Avenue and overlay to correct paving issues from last fall. City requested that Moore Engineering get a bid from Knife River to crack/seal the bike path. Public Works Director to get bids for crack/seal from Tri-State Paving, which the City of Portland has used for crack/seal of streets in the past.

Attorney Cassie Tostenson presented to the city council the options available for filling the open judge position for the City of Portland. Mayor to appoint new judge to fill this position until next city election.

Melissa Beach from TCEDC presented the annual report and primary goals for TCEDC. Housing study was reviewed with projections of housing needs to 2020. Melissa informed the council that TCEDC was available to assist the City of Portland with grant writing.

Minutes for the March 16, 2015 regular meeting were presented. Motion Amb, second Nielson to approve meeting minutes, all aye, motion carried.

Mail reviewed. Letter from MayPort Community Club discussed requesting donations for Summerfest 2015. City to contact Portland Park District regarding the condition of the restrooms at Centennial Park for possible use for activities during Summerfest 2015. Request for donation tabled until May 11 meeting.

Permits. Motion Amb, second Lenaburg to approve building permit for new trailer on Jahr Ave, new patio door for a house on 8<sup>th</sup> Street, all aye, motion carried. Motion Nielson, second Lenaburg to approve gaming permit for MayPort Multi-Purpose Community & Event Center for gaming in both Floyds and PLS, all aye, motion carried.

The following bills were presented:

SALARIES	\$4,251.43
American Funds	\$143.45
American Funds	\$242.68

Aflac	\$256.75
MSU	\$2,463.89
ND Workforce Safety	\$5.84
IRS	\$1,301.42
City of Fargo	\$14.00
CAN	\$371.00
Farmers Union Oil	\$357.95
First & Farmers Bank	\$14,397.60
Job Service ND	\$13.83
ND League of Cities	\$25.00
ND Office of State Tax Comm	\$113.80
ND One Call	\$1.10
RVS Software	\$168.69
Traill County Tribune	\$100.05
Traill Rural Water	\$1,694.72
Waste Management	\$3,464.48
Xcel Energy	\$1,089.35
Ben Basol	\$436.17
City of Mayville	\$1,600.00
Karen Nelson	\$35.00
Postmaster	\$49.00
Traill Rural Water	\$4,257.43
Midcontinent Communications	\$143.50
Xcel Energy	\$1,066.60
<b>Total</b>	<b>\$38,064.73</b>

Motion Amb, second Nielson to pay bills as presented, on roll, all aye, motion carried.

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

**Department Head Reports:** **Police** – Ed Lenaburg: discussion of hazard mitigation meeting and preparations for emergencies. As the City of Portland is not in a flood plain, but tornados would be a possibility, the City of Portland will continue to attend the series of meetings to establish procedures for any emergency. **Streets** – Heather Amb: no report. **Water** – Josh Braaten: Over due bills discussed. Five (5) accounts scheduled to be turned off on Monday April 20, 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. **Buildings/Grounds/Equipment** – JoAnna Nielson: Discussion over the remils left from the street project last fall. Ben Basol to contact Flaten Construction to get bid on possibly breaking up the remils for use by the city and residents. **Director of Public Works:** Requested the City of Portland check into the possibility of getting a recycle bin to be placed outside of the city shop for appliances and metal. Request for possible landfill attendant to be addressed.

Giving Hearts day possible activities reviewed.

Clean up week established. All residents to be notified of dates on the next utility billing.

No further business, meeting adjourned.

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Nadine Rygg, Auditor

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Sven Mickels, Mayor