

CITY OF PORTLAND COUNCIL MINUTES

Monday February 13, 2017

The Portland City Council met in regular session on Monday February 13, 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 and Heather Hutchins. Absent was Alderman JoAnna Nielson and Public Works Director Ben Basol.

Minutes for the January 9, 2017 regular meeting were presented. Motion Hutchins, second Lenaburg to approve meeting minutes as presented, all aye, motion carried.

Mail reviewed. Motion Hutchins, second Lenaburg to approve 2 webinar sessions with NDLC for \$25.00 each for city auditor, on roll, all aye. Motion carried.

City Attorney Cassie Tostenson joined the meeting. Motion Hutchins, second Lenaburg for city attorney to contact resident to discuss resolution of issue, all aye, motion carried.

Permits: Motion Basol, second Lenaburg to approve gaming permit for Norseman Archers, all aye, motion carried. Motion Lenaburg, second Hutchins to approve a demolition and a building permit for a garage on Arnold Avenue, all aye, motion carried.

The following bills were presented:

SALARIES	\$4,731.37
Aflac	\$314.08
American Funds	\$173.38
American Funds	\$235.70
MSU	\$1,831.09
ND Department of Health	\$20.00
ND Rural Water Systems	\$225.00
NDWPCC	\$20.00
IRS	\$1,550.76
Traill Rural Water	\$1,309.80
Bank of ND	\$2,497.50
Barbara Rygg	\$50.00
Ben Basol	\$449.00
City of Mayville	\$130.00
ComMark	\$130.00
David Groven	\$510.00
Farmers Union Oil	\$1,015.45
H E Everson	\$96.09
Jeff's Electric	\$33.00
MayPort Hardware Hank	\$70.79
Metropolitan Compounds	\$204.24
ND Department of Health	\$245.99
ND Workforce Safety & Insur	\$849.93

Norseman Field Service	\$2,990.00
Powerplan	\$885.44
Quill Corporation	\$150.36
Traill County Tribune	\$97.20
Traill Rural Water	\$5,821.81
Xcel	\$1,132.41
City of Fargo	\$14.00
Waste Management	\$3,544.37
Dakota Supply Group	\$2,035.13
Midco	\$247.13
Office of Treasurer	\$5,120.33
Ben Basol	\$52.01
Chris Karlstad	\$80.00
Xcel	\$431.05
Total	\$39,294.41

Motion Basol, second Hutchins 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: Sheriff Steve Hunt in attendance to review application process and deadline for hiring of new deputy. **Streets** – Jerod Basol: Resident acknowledgement and thanks to Ben Basol for the condition of the streets in the City of Portland. Concerns expressed over NDDOT leaving the City of Mayville. **Water** – Heather Hutchins: Overdue bills discussed. Twelve (12) accounts scheduled to be turned off on Monday February 20, 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** – no report. **Director of Public Works:** no report.

Motion Hutchins, second Basol to approve preparation of 2014/2015 financials for audit by Widmer Roel and compile audit by Drees, Risky & Vallager, on roll, all aye, motion carried.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor