

CITY OF PORTLAND COUNCIL MINUTES

Monday March 13, 2017

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

Resident in attendance to discuss the plan for the drainage ditch off of Bennett and the railroad tracks.

Resident in attendance to discuss dog barking complaint received. City of Portland ordinance and fines reviewed with resident.

Sheriff Steve Hunt was in attendance. Emergency Management forecast of minor flooding concerns for the City of Portland this spring. Interviews for open deputy position to be held March 21-22.

Minutes for the February 13, 2017 regular meeting were presented. Motion Hutchins, second Basol to approve meeting minutes as presented, all aye, motion carried.

Mail reviewed.

Permits: Building permit for a shop addition on Jahr Avenue, motion Hutchins, second Basol to approve permit, Hutchins, Lenaburg and Basol aye, Nielson abstain, motion carried. Motion Basol, second Hutchins to approve building permit for new garage on Arnold Avenue, Basol, Hutchins, Lenaburg aye, Nielson abstain, motion carried.

The following bills were presented:

SALARIES	\$4,788.60
Aflac	\$314.08
American Funds	\$173.38
American Funds	\$235.70
Paulson Gravel	\$3,784.00
MSU	\$4,588.17
IRS	\$1,550.76
Deluxe checks	\$293.89
Barbara Rygg	\$50.00
Ben Basol	\$598.62
Brudvik Law	\$180.00
City of Fargo	\$14.00
City of Mayville	\$1,600.00
Crane Johnson	
Lumber	\$99.99
David Groven	\$85.00
Farmers Union Oil	\$449.18
ND Workforce safety	\$854.18

Office of Treasurer	\$3,022.51
Postmaster	\$151.00
Quill	\$69.99
Traill Rural Water	\$6,587.41
Waste Management	\$3,544.37
Xcel Energy	\$961.51
Traill Rural Water	\$1,309.80
Midco	\$145.46
Traill County Tribune	\$82.80
Xcel Energy	\$422.75
Total	\$35,957.15

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

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

Department Head Reports: **Police** – Ed Lenaburg: no additional report. **Streets** – no report. **Water** – Heather Hutchins: Overdue bills discussed. Seven (7) accounts scheduled to be turned off on Monday March 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:** Mower upgrades presented. Motion Hutchins, second Basol to approve upgrade from current mower to a 39hp JD 3039R with cab and 72D auto connect for \$11,900.00 with trade in, on roll, all aye, motion carried. Motion Hutchins, second Lenaburg for the City of Portland to implement an alert notification system for all residents for the City of Portland, on roll, all aye, motion carried. This system would allow for residents to receive alerts regarding water issues, delayed trash or recycle pick ups, mosquito spraying dates, etc. There will be an annual \$3.00 per account annually that would appear as an additional \$0.25 on the current monthly water bill. This expense would allow for 3 cell phone numbers and 3 email addresses to receive alert notifications. This system would be effective May 1, 2017. All residents to receive a direct mail requesting telephone numbers, email addresses that the alerts would go to and be returned to the city auditor’s office.

Motion Hutchins, second Nielson to approve \$9000 to \$13,000 for preparation of financials and compilation of audit for 2014 and 2015 by Brady, Martz and Associates, on roll, all aye, motion carried.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor

