

CITY OF PORTLAND COUNCIL MINUTES

Monday September 10, 2018

The Portland City Council met in regular session on Monday September 10, 2018 at 6:00 pm in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen JoAnna Nielson, Jerod Basol and Public Works Director Ben Basol. Absent were Aldermen Heather Hutchins and Troy Grinde.

Resident in attendance regarding having chickens on his property. Resident to provide information regarding the therapeutic value of backyard chickens at the next meeting on Monday October 8, 2018 when a request for a variance from current ordinance will be requested.

Resident in attendance to inquire as to building a shed without having a livable space. Resident to submit plan for permit to proceed.

Resident in attendance to express concerns over the possible changing of Heskin Meadow TIF to allow duplex's to be built. Resident is not in favor of the change.

Jim Olson from AE2S was in attendance to review possible loan options for a new city water tower. The City of Portland is seeking grant funds instead of loan options and Mr. Olson informed the council that Rural Development does have grant monies available. City of Portland to contact Moore Engineering to discuss. Mr. Olson is still recommending that a needs assessment be done on the current water tower.

Sheriff Steve Hunt and States Attorney Charlie Stock were in attendance to discuss the financial proposal of increasing the Sheriff's budget for fees for prosecuting cases. City would request a new contract from the Trill County Sheriff's office before this would occur.

Minutes for the August 6, 2018 regular meeting were presented. Motion Nielson, second Basol to approve minutes as presented, all aye, motion carried.

Mail reviewed. Motion Basol, second Nielson to increase city liability insurance to the recommended amount, on roll, all aye, motion carried. Discussion over the request from PLS for possible financial help to repair current exterior signage. City to refer PLS to TCEDC and MPEDC.

Permits. Motion Basol, second Nielson to approve an alternated location permit for PLS to Norseman Archers, all aye, motion carried. Motion Nielson, second Basol to approve a gaming permit for Portland Fire Department, all aye, motion carried. Motion Basol, second Nielson to approve a building permit for residence on Broadway Ave, all aye, motion carried.

The following bills were presented:

SALARIES	\$5,459.13
Aflac	\$268.58
American Funds	\$182.06
American Funds	\$247.49
MSU	\$2,043.45
IRS	\$1,608.84
BND	\$20,350.00
BND	\$323.75

AE2S	\$2,415.99
Barbara Rygg	\$49.00
Ben Basol	\$557.31
Brudvik Law	\$250.00
City of Fargo	\$14.00
City of Mayville	\$1,600.00
Jeff's Electric	\$230.59
Ohnstad Twichell	\$126.00
Postmaster	\$154.00
Quill	\$425.78
Traill County Tribune	\$156.24
Traill Rural Water	\$6,823.30
Xcel Energy	\$483.69
Traill Rural Water	\$1,309.80
Farmers Union Oil	\$579.85
H E Everson	\$39.94
MayPort Hardware	
Hank	\$69.03
Napa Auto Parts	\$23.99
Quill	\$44.90
Traill County Tribune	\$20.96
Waste Management	\$3,820.04
Ben Basol	\$526.24
Farmers Union Oil	\$5,560.00
Medlin Software	\$69.00
Midco	\$142.32
ND One Call	\$6.65
Xcel Energy	\$1,038.47
TOTAL	\$57,020.39

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

Financial reports presented. Motion Nielson , second Basol to approve \$10,000 in account transfers to balance accounts. Motion Basol, second Nielson to approve financial reports as amended, all aye, motion carried.

Discussion held on recall petition for alderman that is not attending meetings. City of Portland to contact city attorney Cassie Tostenson for direction.

Discussion on continued payment for alderman that is not attending meetings and the current payroll deduction for payment of cancer insurance. Motion Nielson, second Basol that payment for cancer insurance must be received prior to payment of premium for cancer insurance for policy for said alderman or policy for said alderman will be cancelled, all aye, motion carried.

Department Head Reports: **Police** – Heather Hutchins: no report. **Streets** – Jerod Basol: no report. **Water** – JoAnna Nielson: Overdue bills discussed. Ten (10) accounts scheduled to be turned off on Monday September 24, 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** - Troy Grinde: no report. **Director of Public Works** - Ben Basol: Motion Basol, second Nielson to approve the sale of old pump at the city dam, all aye, motion carried. Motion Nielson, second Basol to approve the purchase and installation of new doors at the city lift station for \$1000.00, on roll, all aye, motion carried.

2019 Budget presented. Motion Nielson, second Basol to approve 2nd reading of 2019 budget as amended, all aye, motion carried. Final 2019 Budget presentation will be at the 10/8/18 council meeting.

Discussion held on the possible sale of lots at Heskin Meadows for \$2000.00 each. Motion Nielson, second to approve the sale of 2 lots for \$4000.00 pending approval of all plans submitted to the council.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor