

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, January 9, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: Public Works Director (PWD) DeeJay Johnson. Others: Alison Olimb-WC Press, Marcus Lewis and Nina Hollingsworth of FCHC. Joe Fietek arrived at 5:37 PM.

Additions and Changes to Agenda: Under City Attorney add Schedule of Fees. Under New Business add Pledge of Securities.

Comments and Questions from Citizens: Marcus Lewis planning for the next three years in the area of behavior health and later stages of life.

Approval of Minutes: Skjerven moved and Bell seconded to approve the minutes from the December 12, 2022 regular meeting. Upon roll call vote all voted aye. M/C. Seim moved and Bell seconded to approve the December 30, 2022 special meeting minutes with the following changes: Note that Halvorson was absent. Add to third paragraph; "pursuant to terms of contracts." Upon roll call vote all voted aye. M/C.

Unfinished Business: The Employee Relations Committee is recommending to promote Joshua Irvine to the assistant public works director position. This position is an exempt salaried position and with a salary of \$55,000.00 per year. Irvine accepted the offer. Irvine will also enter the journeyman lineman schooling as previously reported. Halvorson moved and Kubat seconded to promote Joshua Irvine to the assistant public works director position; make him a salaried exempt employee and increase his pay to \$55,000.00 per year. Upon roll call vote all voted aye. M/C.

City Attorney: Slaamod would like to add a penalty to Subsection e on the schedule of fees for standing and parked vehicles covered under Ordinance 25.a Section 10. The fine would be after a vehicle has been in place for a minimum of 48 hours and would be \$50.00 per day after the violation and declare it a nuisance for snow removal. Halvorson moved and Bell seconded to add a penalty to the schedule of fees for Ordinance 25.a Section 10 Subsection e as outlined above. Upon roll call vote all voted aye. M/C.

Committee Reports: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through December 2022 were down by 0.86% or \$4,471.62. Kubat moved and Skjerven seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C. The Sales Tax Committee is recommending approval of the following items: Economic Development - \$7,500.00 Yearly operating funds; \$20,000.00 for the storefront grant program and \$16,500.00 quarterly loan payments for Green Acres Drive. Bell moved and Seim seconded to approve the aforementioned items. Upon roll call vote all voted aye. M/C. Capital Improvements - \$18,700.00 to the PR Airport Authority to pay a Mead & Hunt invoice. This money will be paid back if pending grant applications are approved, should the grant applications be rejected repayment will be forgiven. Seim moved and Bell seconded to pay the money to the PR Airport Authority. Upon roll call vote all voted aye. M/C.

PR Community Club: The group is working on the upcoming Gala to be held on February 10th. The social will start at P.M. with the meal to follow with a dance from 8:00 P.M. to 12:00 A.M. The cost is \$50.00 per ticket. Seim had nothing to report on the cornhole league.

Wards: Some street corners need to have snow removed to improve vision of oncoming traffic.

Committees with nothing to report: PR Development Corp; PR Housing Authority, Wards, Strategic Planning, PR Park District, PR Airport Authority and PR Public Library.

New Business: The Bank of North Dakota notification to participants of First United Bank, Park River, ND Pledge Pool dated 12-31-2022 was presented to the Council for their review. Gillespie moved and Halvorson seconded to accept the report into the record. Upon roll call vote all voted aye. M/C.

Mayor's Comments: None.

Public Works: Thompson reported Johnson mentioned he is working on getting estimates for chip sealing streets and that Larson received an \$80,000 to \$95,000 estimate from KLJ to repair/replace the storm sewer by Heartland Eye Care.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Gillespie moved and Bell seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38264	Postmaster	462.78
65	Discovery Benefits	160.00
66	ND Child Support Division	523.89
67	2016 Electrical Upgrade	8,000.00
68	Animal Elskan Inn, LLC	360.00
69	Border States Electric Supply	2,403.24
38270	Cannon Technologies Inc	5,512.00
71	Cardmember Service	1,082.44
72	Grand Forks Utility Billing	52.00
73	Consolidated Waste, LTD.	19,126.70
74	Core & Main	3,002.19
75	Dale Pecka	900.00
76	Fleming DuBois & Fleming PLLP	1,410.00
77	Funded Depreciation	6,500.00
78	General Funded Depreciation	5,000.00
79	Jim's Super Valu	103.28

38280	Kadrmass, Lee & Jackson, Inc	1,650.00
81	Montana Dakota Utilities	2,572.63
82	MMUA	495.00
83	Morgan Printing	63.45
84	ND Dept of Environmental Qual	18.54
85	ND One Call Inc.	2.05
86	Northdale Oil, Inc	3,763.62
87	North Star Coop	1,483.60
88	Park River Hardware	142.21
89	Polar Communications	970.85
38290	PR Community Club	136.50
91	PR Implement	1,487.44
92	PR Park District	32.59
93	Quill Corporation	253.74
94	US Bank Equipment Finance	446.40
95	Vanguard Appraisals, Inc	275.00
96	Wat & Sew Imprv Dist #2015-1	6,200.00
97	Wat & Sew Imprv Dist #2016-1	9,490.00
98	Water System Repair & Replace	4,000.00
99	Water Bond Fund 05	4,830.00
38300	Water Rev Bond Fund Phase II	3,450.00
1	Water Tower Fund	11,315.00
2	Water Treatment Fund	8,509.02
3	Walsh County Auditor	11,661.12
4	Walsh County Press	833.60
5	Walsh County Treasurer	3,307.14
6	WC Water Resource District	6,262.81
7	WEX Health, Inc	50.00
8	Ye Olde Medicine Center	20.83
9	Verizon Wireless	105.89
9634-38	Voids	0.00
9639-71	Salaries	32,934.95
AW	US Treasury	11,372.49
AW	2016 Electrical Upgrade	8,000.00
AW	Aflac	319.42
AW	BC/BS of North Dakota	17,643.40
AW	Discovery Benefits	0.00
AW	First United Bank	21.55
AW	Util Bill NSF Chargeback	104.44
AW	ND ST Tax Commissioner	1,379.78
AW	NDPERS	17.57
AW	NDPERS	1,137.50
AW	NDPERS	1,137.50
AW	NDPERS	5,823.94
AW	NMPA	157,516.86
AW	PSN (Payment Services Network)	54.95
AW	Wat & Sew Imprv Dist #2015-1	6,200.00
AW	Wat & Sew Imprv Dist #2016-1	9,490.00
AW	Water Bond Fund 05	4,830.00
AW	Water Rev Bond Fund Phase II	3,450.00
AW	Water System Repair & Replace	4,000.00
AW	Water Tower Fund	11,315.00
Special Fund		
10195	PR Airport Authority	18,700.00
10196	PR Eco Dev Corp	27,500.00

ND CC 40-01-09.01 states that cities shall publish a schedule of Employee Salaries. The following 2023 salaries were approved by the Council at the October 11, 2022 Council meeting; Public Works Staff – Whitney Adams \$53,726.40 and Galen Bosh \$45,323.28; Administrative Staff – Auditor/City Coordinator Nancy Thompson \$67,695.42; Assessor/Deputy Auditor Ann Berg \$59,095.92, Barb Ferguson \$17.18 per hour; Janitorial Staff – Amy Kubat \$13.76 per hour, and Building Inspector Brent Arndt \$19.85 per hour. At the October 19, 2022 meeting the following wages were approved; Public Works Staff – Matt Hell \$39,520.00 and Mike Horwath \$37,440.00. At the December 12, 2022 meeting the following wages were approved; PWD Dee Jay Johnson \$64,000.00. At the December 30, 2022 meeting the following wages were approved; Part-time electrical Dennis Larson \$70.00 per hour. At the January 9, 2023 meeting the following wages were approved; APWD Joshua Irvine \$55,000.00.

The employee holiday party is set for Friday, January 27th with the social starting at 6:00 PM.

Being no further business, Seim moved to adjourn at 6:13 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, February 13, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Council member Cory Seim arrived at 5:37 pm. Absent: None. Others: Alison Olimb-WC Press. Joe Fietek arrived at 5:36 PM.

Additions and Changes to Agenda: None.

Comments and Questions from Citizens: None.

Approval of Minutes: Skjerven moved and Bell seconded to approve the minutes from the January 9, 2022 regular meeting with the following corrections; change meeting dates from 2022 to 2023 and under City Attorney change Subsection e "s" outlined to Subsection e "as" outlined. Upon roll call vote all voted aye. M/C.

Unfinished Business: Gillespie asked for an update on the following items: 1. Radar signs; PWD Johnson replied the radars signs were delivered after the ground froze last fall & will be installed when the ground thaws this spring. 2. Council & Community Room Sound System; Halvorson replied we are still waiting on delivery. 3. Ordinance Book Update; Slaamod replied he is still working on them.

City Attorney: Slaamod presented an update on the abandoned vehicle on 7th St W. The owner was notified and within accordance of city ordinances let the city take the vehicle. SanGrait Auto towed the vehicle and it is being stored on City property. After 30 days the vehicle can be auctioned off. Park River Apartments, LLC owners have been notified to remove the entertainment system off the curb at 603 Code Ave S.

Committee Reports: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through January 2023 were up by 7.87% or \$3,013.64. Kubat moved and Gillespie seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C. The Sales Tax Committee is recommending approval of the following items: Economic Development's recommendation to approve a \$10,000 grant to Tex Mex restaurant pending other financing sources. Halvorson moved and Bell seconded to approve the \$10,000 grant recommendation as stipulated. Upon roll call vote all voted aye. M/C.

PR Community Club: Thompson reported the Gala held on February 10th was well attended with approximately 85-90 attendees. Skjerven mentioned that Thompson and the rest of the gala committee did a wonderful job putting the event together.

The "Spring Event" will be held on Saturday, April 8th. Over the Hedge will have two free movie showings and Easter baskets and bikes will be given away. Any business or individual who wishes to donate prizes for the event is invited to do so.

PR Development Corp: Tex Mex restaurant is coming to town & hopes to be open by late spring or early summer.

PR Housing Authority: Reported they have an open apartment and are looking at the possibility of updating/upgrading prior to renting.

Committees with nothing to report: Strategic Planning, PR Airport, PR Park District, PR Airport Authority, PR Public Library and Wards.

New Business: None.

Mayor's Comments: None.

Public Works: PWD Johnson presented the following items for the Council's consideration. 1. Purchase a new front mounted snow blower to replace the small pull-behind blower used to clean alleys. This would help speed up snow removal as the larger blower could be used on the streets and would move snow quicker and be more efficient when cleaning alleys. Having a third blower would also keep snow removal moving along if one of the other blowers breaks down. 2. Lease/purchase a new/used 150-175 hp tractor to replace the small John Deere tractor used to move snow in the alleys. A larger tractor could be used during snow removal. The city currently owns the bi-directional New Holland tractor and leases one for about \$16,000 for snow removal. The city could take advantage of a lease to own option rather than leasing every year or purchasing outright. 3. Chip sealing needs to be done every 3-5 years on newly improved streets. The streets on Wadge, Hilltop and Briggs Aves are scheduled to be done this year. Johnson informed the Council Morris Sealing will be in the area this summer. Costs have increased by 65% from 2021. To chip seal the streets the cost per square yard is up to \$2.25. The cost to chip seal the streets would cost approximately \$100,000. Johnson was asked to check around and get estimates on a new snow blower, tractor and companies providing chip sealing and report back to the Council.

Johnson reported Walsh Rural Water District submitted a water sample to the ND Rural Water Systems Association Water Taste Test competition at the 37th Annual Water Expo & Conference and was awarded the best-tasting rural water in North Dakota.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Seim moved and Halvorson seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38310	ND Child Support Division	523.89
11	Postmaster	365.19
12	PR Community Club	300.00
13	Mystic On Main	1,415.87
14	ND Child Support Division	523.89
15	2016 Electrical Upgrade	8,000.00
16	PRAS After-Prom Party	100.00
17	Animal Elskan Inn, LLC	120.00
18	Cardmember Service	415.54
19	Grand Forks Utility Billing	52.00

38320	Productivity Plus Account	1,464.86
21	Consolidated Waste, LTD.	20,869.45
22	Dale Pecka	300.00
23	Dale's Small Engine Repair LLC	161.94
24	Dale's Body Shop	871.90
25	Amy Dunn	68.09
26	East Side Garage	150.39
27	Fleming DuBois & Fleming PLLP	3,520.00
28	Funded Depreciation	6,500.00
29	General Funded Depreciation	5,000.00
38330	Jim's Super Valu	62.86
31	Iva Johnson	100.00
32	Void	0.00
33	KRINGSTAD GRAPHICS	972.50
34	Kringstad Ironworks INC	34.38
35	Leon's Building Center, Inc	41.27
36	Montana Dakota Utilities	1,997.12
37	MMUA	4,690.75
38	ND Dept of Environmental Qual	18.54
39	Northdale Oil, Inc	2,074.48
38340	North Star Coop	2,656.00
41	Polar Communications	1,005.06
42	PR Community Club	100.00
43	PR Fire Department	3,532.82
44	PR Park District	6,205.80
45	Prairie Rose Property, LLC	160.06
46	Samson Electric LTD	60.63
47	Stuart C Irby Co	486.00
48	US Bank Equipment Finance	220.17
49	Verizon Wireless	155.16
38350	Wat & Sew Imprv Dist #2015-1	6,200.00
51	Wat & Sew Imprv Dist #2016-1	9,490.00
52	Water System Repair & Replace	4,000.00
53	Water Bond Fund 05	4,830.00
54	Water Rev Bond Fund Phase II	3,450.00
55	Water Tower Fund	11,315.00
56	Water Treatment Fund	10,744.17
57	Wayne's Variety	31.90
58	Walsh County Auditor	8,698.88
59	Walsh County Press	320.40
38360	Kadmas, Lee & Jackson, Inc	300.00
61	ND Child Support Division	523.89
9672-9708	Salaries	43,696.73
9682-9686	VOIDS	0.00
AW	US Treasury	14,415.02
AW	AFLAC	319.42
AW	BC/BS of North Dakota	15,121.00
AW	First United Bank	21.65
AW	Job Service ND	102.84
AW	ND ST Tax Commissioner	1,379.78
AW	NDPERS	17.29
AW	NDPERS	1,137.50
AW	NDPERS	1,137.50
AW	NDPERS	1,137.50
AW	NDPERS	9,128.17
AW	NMPA	151,448.08

AW	PSN (Payment Services Network)	220.00
AW	PSN (Payment Services Network)	54.95

Special Fund

10197	Void	0.00
10198	First United Bank	15,725.09

Debt Service & Loan Fund

6352	Bank of North Dakota	4,125.00
6353	Ferguson Waterworks #2516	111,290.00
6354	First United Bank	2,250.00
6355	Zions Bank	26,086.25

Berg reported she attended the yearly meeting held by the WC Tax Director and received her assessment role for this year. Sale prices of residential homes in Walsh County continue to be very strong. She is working on comparable sales and will make the necessary adjustments. Being no further business, Seim moved to adjourn at 6:07 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, March 13, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: None. Others: Alison Olimb-WC Press. Joe Fietek, Marcus Lewis-FCHC, Jeff Daley-KLJ and Dennis Larson.

Additions and Changes to Agenda: None.

Comments and Questions from Citizens: Marcus Lewis-FCHC mentioned Dr. Joel Johnson was chosen as the winner and presented the 2023 Rural Health Practitioner of the year award, which is a national award presented by the National Rural Health Association.

Approval of Minutes: Kubat moved and Bell seconded to approve the minutes from the February 13, 2023 regular meeting with the following corrections; under City Attorney change "and decided to let" to "and within accordance of city ordinances let." Upon roll call vote all voted aye. M/C.

Unfinished Business: Jeff Daley, engineer with KLJ, presented information to the Council on the storm sewer repair located on the north side of Heartland Eye Care. There currently is a 15' city utility easement for the storm drain and another 35' temporary easement. City attorney Slaamod will investigate the easements to see if the temporary easement is still in effect. Daley's biggest concern is accessibility to the area to preform repairs. A visit will be scheduled with surrounding property owners regarding access to the area. The project would add riprap at the river bottom and add a gradually sloped storm drain to the riprap below which would eliminate erosion like was caused by the previous setup. Halvorson moved and Bell seconded to appoint KLJ as the engineers for the project and to bid out the storm drain repair project.

City Attorney: Slaamod presented an update to the Council on the impounded vehicle. The impounded 2007 Toyota Corolla will be auctioned off at 1:00 pm on Wednesday, March 29th by the WC Sheriff's Dept.

Committee Reports: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through February 2023 were up by 2.12% or \$1,856.13. Skjerven moved and Gillespie seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C. The Sales Tax Committee is recommending approval of the following item: Capital Improvement recommendation to approve a \$9,703.44 payment to Polar Communications for the City's share of the new phone system. Bell moved and Skjerven seconded to approve the payment as recommended. Upon roll call vote Gillespie, Skjerven, Seim and Bell voted aye with Halvorson and Kubat abstaining. M/C.

PR Community Club: Thompson reported the Father/Daughter dance will be held on Saturday, March 25th. The Corn Hole League has a great turnout of teams participating. The "Spring Event" will be held on Saturday, April 1st. Over the Hedge will have two free movie showings and Easter baskets and bikes will be given away. Any business or individual who wishes to donate prizes for the event is invited to do so.

PR Development Corp: The Centennial Square building is up for sale. Tex-Mex restaurant is coming to town & hopes to be open by late April or early May 2023.

PR Housing Authority: Reported they have an open apartment and are looking at the possibility of updating/upgrading prior to renting.

PR Park District: Mayor Stenvold reported he has had several calls asking if the road through the big park will be fixed before the July 4th event. Thompson has filled out an application with FEMA and stated this is not an actual dedicated city street but rather a trail. Estimated cost of repairs is about \$69,000.

PR Public Library: It was reported Jean Fjeld is the current President of the Public Library Board.

Wards: Reported a vehicle has been parked on Code Ave S on the east side of the little park for several weeks. Asked if a deer crossing sign could be put up by the cemetery. The ND DOT would need to be contacted about the deer crossing sign for their decision. Reported drivers have been seen turning into alleys, backing up & reversing their direction into oncoming traffic. Law enforcement will be notified.

Committees with nothing to report: Strategic Planning and PR Airport.

New Business: NMPA Director Dennis Larson reported a transmission line between Grand Forks and Fargo will be replaced this year. Larson presented a renewable energy certificate from WAPA. This certificate would designate Minnkota Power Cooperative, Inc as the operating agent to manage RECs (renewable energy credits) from WAPA on behalf of the City of Park River. They will track and file all paperwork on behalf of the city. There is no charge for this service. Seim moved and Halvorson seconded to designate M Minnkota Power Cooperative, Inc to track and maintain REC records for the City of Park River. Upon roll call vote all voted aye. M/C.

Halvorson introduced and Bell seconded the following Resolution:

RESOLUTION

WHEREAS, the City of Park River is a member of the Northern Municipal Power Agency for the purpose of purchasing power to meet electricity needs for the City of Park River.

NOW, THEREFORE BE IT HEREBY RESOLVED, that Dennis Larson is hereby appointed to represent the City of Park River on the Board of Directors of NMPA through April 30, 2024.

Upon roll call vote, all voted aye. Motion carried.

Stenvold put forth his name for the representative position on the Advisory Council for another year.

Seim introduced and Kubat seconded the following Resolution:

RESOLUTION

WHEREAS, the City of Park River is a member of the Northern Municipal Power Agency for the purpose of purchasing power to meet electricity needs for the City of Park River.

NOW, THEREFORE BE IT HEREBY RESOLVED, that Dan Stenvold is appointed as the City of Park River's representative on the Advisory Council of NMPA through April 30, 2024.

During discussion PWD Dee Jay Johnson's name was mentioned for the position so he would have time to learn the position so when Dennis Larson decides to step down as the director Johnson could step into the position. It was decided Johnson will ride along to meetings for the next year with Larson and Stenvold.
 Upon roll call vote, all voted aye. Motion carried.

Mayor's Comments: Stenvold questioned when the new city website will be operational since the city paid WC JDA Angelle French to do the work. Thompson reminded Stenvold the PR Economic Development Corp, not the city, paid Kkbold to develop and setup the main pages of the website, which they completed. French was scheduled to copy the information from the current website to the new one at no charge. Since French has resigned her position with the WC JDA Thompson has received a couple of names and is checking to see if they are interested in completing the website.

Public Works: PWD Johnson informed the Council the cost of a new snow blower with mount and undercarriage is about \$45,000. The cost of a used front wheel assist tractor is from \$50,000 to \$60,000. Johnson was asked to check on the online auction site where the sewer truck was purchased from. Johnson mentioned they will keep the John Deere tractor as it is used for street repairs.

Johnson stated he is looking to buy a horizontal tank with a pump which will be used for manhole cleaning. It will be put on a frame so it can be loaded into the back of a truck when needed. With the additional tank public works will be able to flush an additional 15 to 20 manholes throughout the city. The cost for the tank is about \$5,500.

The date for spring clean-up was set. Residential utility customers who have no help or a way to haul large items to the landfill are asked to call public works at 701.284.6399 by 4:00 pm on Friday, May 12th to schedule their pickup. Scheduled pickup will start on Monday, May 15th.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Bell moved and Kubat seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38361	ND Child Support Division	523.89
62	Postmaster	365.56
63	2016 Electrical Upgrade	8,000.00
64	Animal Elskan Inn, LLC	140.00
65	Butler Machinery Co	109.39
66	Cardmember Service	465.04
67	Grand Forks Utility Billing	52.00
68	Productivity Plus Account	764.97
69	Consolidated Waste, LTD.	20,775.46
38370	Dale Pecka	225.00
71	Fleming DuBois & Fleming PLLP	1,050.00
72	Funded Depreciation	6,500.00
73	General Funded Depreciation	5,000.00
74	Hahn's Bakery	16.00
75	Hansons Auto & Implement	204.99
76	Jeanet Cole Porte	29.38
77	Jim's Super Valu	46.98
78	DeeJay Johnson	140.00
79	Kringstad Ironworks INC	9.28
38380	Main Hair Care	200.00
81	Isaak McCombs	150.00
82	Montana Dakota Utilities	2,117.74
83	MFOA OF ND	60.00
84	ND Dept of Environmental Qual	18.55
85	Northdale Oil, Inc	1,820.55
86	North Star Coop	1,024.77
87	Park River Hardware	251.44
88	Polar Communications	819.78
89	PR Park District	4,663.41
38390	Samson Electric LTD	89.00
91	Sanitation Products Inc	237.64
92	US Bank Equipment Finance	224.73
93	Verizon Wireless	101.28
94	Wat & Sew Imprv Dist #2015-1	6,200.00
95	Wat & Sew Imprv Dist #2016-1	9,490.00
96	Water System Repair & Replace	4,000.00
97	Water Bond Fund 05	4,830.00

98	Water Rev Bond Fund Phase II	3,450.00
99	Water Tower Fund	11,315.00
38400	Water Treatment Fund	10,116.15
1	Wayne's Variety	10.47
2	Walsh County Auditor	7,981.89
3	WSI	4,305.72
9709	Void	0.00
9710-29	Salaries	27,152.70
AW	US Treasury	8,767.08
885174	Aflac	319.42
441485	BC/BS of North Dakota	15,121.00
3123	First United Bank	21.50
3128	First United Bank	601.00
3124	First United Bank-MU NSF Chargeback	6.72
3125	First United Bank-MU NSF Chargeback	142.97
207859	NDPERS	17.29
209615	NDPERS	1,137.50
209618	NDPERS	812.50
209620	NDPERS	5,302.20
3129	NMPA	141,940.42
3130	PSN	54.95

Special Funds

10199	First Care Health Center	259,176.72
10200	Polar Communications	9,703.44

Debt Service & Loan Fund

6356	Bank of North Dakota	62,576.98
6357	Bank of North Dakota	135,213.75
6358	Bank of North Dakota	140,209.52
6359	First United Bank	150,187.50
6360	Ferguson Waterworks #2516	15,775.00

City Administration presented information to the Council on several loans which have funds available to pay them off two to three years early, transfer remaining funds and close out the funds. The loans are as follows: \$140,209.52 Water Bond Fund 05 (SRF loan) Fund #623 to ND Public Finance Authority; \$62,576.98 Water & Sewer Improvement District #2015-1 Fund #642 to Bank of ND; \$135,213.75 Water Revenue Bond Fund Phase II (SRF loan) Fund #631 to ND Public Finance Authority; \$150,187.50 Electric Revenue Bonds 2016 Fund #670 to First United Bank. Transfers are as follows: \$15,807.54 from Fund #623 to MU Savings Fund #632 Water System Repair & Replacement; Fund #642 \$77,348.60 to Debt Service Fund Checking Fund #631 Water Revenue Bond Fund Phase II; Fund #632 \$49,186.12 to MU Savings Fund #632 Water System Repair & Replacement; Fund #670 \$17,437.73 to MU Checking Fund #602 Electric Fund; Debt Service Checking Water Improvement District 2020-1 Fund #645 \$141,237.56 to Water Tower Revenue Bond Fund #648. To close out the following funds: Fund 623, 631, 642, 645, and 670. Skjerven moved and Bell seconded to pay off the loans, transfer the funds and close out the corresponding funds as presented. Upon roll call vote, all voted aye. M/C.

City Administration presented the end of year statement of receipts and disbursements and yearly transfers to the Council for approval. Seim moved and Halvorson seconded to approve the end of year reports. Upon roll call vote, all voted aye. M/C.

City Administration presented the end of year budget to actual expenses to the Council for approval. Halvorson moved and Bell seconded to approve the end of year reports. Upon roll call vote, all voted aye. M/C.

Seim moved to adjourn at 6:43 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, March 13, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: None. Others: Alison Olimb-WC Press. Joe Fietek, Marcus Lewis-FCHC, Jeff Daley-KLJ and Dennis Larson.

Additions and Changes to Agenda: None.

Comments and Questions from Citizens: Marcus Lewis-FCHC mentioned Dr. Joel Johnson was chosen as the winner and presented the 2023 Rural Health Practitioner of the year award, which is a national award presented by the National Rural Health Association.

Approval of Minutes: Kubat moved and Bell seconded to approve the minutes from the February 13, 2023 regular meeting with the following corrections; under City Attorney change "and decided to let" to "and within accordance of city ordinances let." Upon roll call vote all voted aye. M/C.

Unfinished Business: Jeff Daley, engineer with KLJ, presented information to the Council on the storm sewer repair located on the north side of Heartland Eye Care. There currently is a 15' city utility easement for the storm drain and another 35' temporary easement. City attorney Slaamod will investigate the easements to see if the temporary easement is still in effect. Daley's biggest concern is accessibility to the area to perform repairs. A visit will be scheduled with surrounding property owners regarding access to the area. The project would add riprap at the river bottom and add a gradually sloped storm drain to the riprap below which would eliminate erosion like was caused by the previous setup. Halvorson moved and Bell seconded to appoint KLJ as the engineers for the project and to bid out the storm drain repair project.

City Attorney: Slaamod presented an update to the Council on the impounded vehicle. The impounded 2007 Toyota Corolla will be auctioned off at 1:00 pm on Wednesday, March 29th by the WC Sheriff's Dept.

Committee Reports: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through February 2023 were up by 2.12% or \$1,856.13. Skjerven moved and Gillespie seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C. The Sales Tax Committee is recommending approval of the following item: Capital Improvement recommendation to approve a \$9,703.44 payment to Polar Communications for the City's share of the new phone system. Bell moved and Skjerven seconded to approve the payment as recommended. Upon roll call vote Gillespie, Skjerven, Seim and Bell voted aye with Halvorson and Kubat abstaining. M/C.

PR Community Club: Thompson reported the Father/Daughter dance will be held on Saturday, March 25th. The Corn Hole League has a great turnout of teams participating. The "Spring Event" will be held on Saturday, April 1st. Over the Hedge will have two free movie showings and Easter baskets and bikes will be given away. Any business or individual who wishes to donate prizes for the event is invited to do so.

PR Development Corp: The Centennial Square building is up for sale. Tex-Mex restaurant is coming to town & hopes to be open by late April or early May 2023.

PR Housing Authority: Reported they have an open apartment and are looking at the possibility of updating/upgrading prior to renting.

PR Park District: Mayor Stenvold reported he has had several calls asking if the road through the big park will be fixed before the July 4th event. Thompson has filled out an application with FEMA and stated this is not an actual dedicated city street but rather a trail. Estimated cost of repairs is about \$69,000.

PR Public Library: It was reported Jean Fjeld is the current President of the Public Library Board.

Wards: Reported a vehicle has been parked on Code Ave S on the east side of the little park for several weeks. Asked if a deer crossing sign could be put up by the cemetery. The ND DOT would need to be contacted about the deer crossing sign for their decision. Reported drivers have been seen turning into alleys, backing up & reversing their direction into oncoming traffic. Law enforcement will be notified.

Committees with nothing to report: Strategic Planning and PR Airport.

New Business: NMPA Director Dennis Larson reported a transmission line between Grand Forks and Fargo will be replaced this year. Larson presented a renewable energy certificate from WAPA. This certificate would designate Minnkota Power Cooperative, Inc as the operating agent to manage RECs (renewable energy credits) from WAPA on behalf of the City of Park River. They will track and file all paperwork on behalf of the city. There is no charge for this service. Seim moved and Halvorson seconded to designate M Minnkota Power Cooperative, Inc to track and maintain REC records for the City of Park River. Upon roll call vote all voted aye. M/C.

Halvorson introduced and Bell seconded the following Resolution:

RESOLUTION

WHEREAS, the City of Park River is a member of the Northern Municipal Power Agency for the purpose of purchasing power to meet electricity needs for the City of Park River.

NOW, THEREFORE BE IT HEREBY RESOLVED, that Dennis Larson is hereby appointed to represent the City of Park River on the Board of Directors of NMPA through April 30, 2024.

Upon roll call vote, all voted aye. Motion carried.

Stenvold put forth his name for the representative position on the Advisory Council for another year.

Seim introduced and Kubat seconded the following Resolution:

RESOLUTION

WHEREAS, the City of Park River is a member of the Northern Municipal Power Agency for the purpose of purchasing power to meet electricity needs for the City of Park River.

NOW, THEREFORE BE IT HEREBY RESOLVED, that Dan Stenvold is appointed as the City of Park River's representative on the Advisory Council of NMPA through April 30, 2024.

During discussion PWD Dee Jay Johnson's name was mentioned for the position so he would have time to learn the position so when Dennis Larson decides to step down as the director Johnson could step into the position. It was decided Johnson will ride along to meetings for the next year with Larson and Stenvold.
Upon roll call vote, all voted aye. Motion carried.

Mayor's Comments: Stenvold questioned when the new city website will be operational since the city paid WC JDA Angelle French to do the work. Thompson reminded Stenvold the PR Economic Development Corp, not the city, paid Kkbold to develop and setup the main pages of the website, which they completed. French was scheduled to copy the information from the current website to the new one at no charge. Since French has resigned her position with the WC JDA Thompson has received a couple of names and is checking to see if they are interested in completing the website.

Public Works: PWD Johnson informed the Council the cost of a new snow blower with mount and undercarriage is about \$45,000. The cost of a used front wheel assist tractor is from \$50,000 to \$60,000. Johnson was asked to check on the online auction site where the sewer truck was purchased from. Johnson mentioned they will keep the John Deere tractor as it is used for street repairs.

Johnson stated he is looking to buy a horizontal tank with a pump which will be used for manhole cleaning. It will be put on a frame so it can be loaded into the back of a truck when needed. With the additional tank public works will be able to flush an additional 15 to 20 manholes throughout the city. The cost for the tank is about \$5,500.

The date for spring clean-up was set. Residential utility customers who have no help or a way to haul large items to the landfill are asked to call public works at 701.284.6399 by 4:00 pm on Friday, May 12th to schedule their pickup. Scheduled pickup will start on Monday, May 15th.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Bell moved and Kubat seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38361	ND Child Support Division	523.89
62	Postmaster	365.56
63	2016 Electrical Upgrade	8,000.00
64	Animal Elskan Inn, LLC	140.00
65	Butler Machinery Co	109.39
66	Cardmember Service	465.04
67	Grand Forks Utility Billing	52.00
68	Productivity Plus Account	764.97
69	Consolidated Waste, LTD.	20,775.46
38370	Dale Pecka	225.00
71	Fleming DuBois & Fleming PLLP	1,050.00
72	Funded Depreciation	6,500.00
73	General Funded Depreciation	5,000.00
74	Hahn's Bakery	16.00
75	Hansons Auto & Implement	204.99
76	Jeanet Cole Porte	29.38
77	Jim's Super Valu	46.98
78	DeeJay Johnson	140.00
79	Kringstad Ironworks INC	9.28
38380	Main Hair Care	200.00
81	Isaak McCombs	150.00
82	Montana Dakota Utilities	2,117.74
83	MFOA OF ND	60.00
84	ND Dept of Environmental Qual	18.55
85	Northdale Oil, Inc	1,820.55
86	North Star Coop	1,024.77
87	Park River Hardware	251.44
88	Polar Communications	819.78
89	PR Park District	4,663.41
38390	Samson Electric LTD	89.00
91	Sanitation Products Inc	237.64
92	US Bank Equipment Finance	224.73
93	Verizon Wireless	101.28
94	Wat & Sew Imprv Dist #2015-1	6,200.00
95	Wat & Sew Imprv Dist #2016-1	9,490.00
96	Water System Repair & Replace	4,000.00
97	Water Bond Fund 05	4,830.00

98	Water Rev Bond Fund Phase II	3,450.00
99	Water Tower Fund	11,315.00
38400	Water Treatment Fund	10,116.15
1	Wayne's Variety	10.47
2	Walsh County Auditor	7,981.89
3	WSI	4,305.72
9709	Void	0.00
9710-29	Salaries	27,152.70
AW	US Treasury	8,767.08
885174	Aflac	319.42
441485	BC/BS of North Dakota	15,121.00
3123	First United Bank	21.50
3128	First United Bank	601.00
3124	First United Bank-MU NSF Chargeback	6.72
3125	First United Bank-MU NSF Chargeback	142.97
207859	NDPERS	17.29
209615	NDPERS	1,137.50
209618	NDPERS	812.50
209620	NDPERS	5,302.20
3129	NMPA	141,940.42
3130	PSN	54.95
Special Funds		
10199	First Care Health Center	259,176.72
10200	Polar Communications	9,703.44
Debt Service & Loan Fund		
6356	Bank of North Dakota	62,576.98
6357	Bank of North Dakota	135,213.75
6358	Bank of North Dakota	140,209.52
6359	First United Bank	150,187.50
6360	Ferguson Waterworks #2516	15,775.00

City Administration presented information to the Council on several loans which have funds available to pay them off two to three years early, transfer remaining funds and close out the funds. The loans are as follows: \$140,209.52 Water Bond Fund 05 (SRF loan) Fund #623 to ND Public Finance Authority; \$62,576.98 Water & Sewer Improvement District #2015-1 Fund #642 to Bank of ND; \$135,213.75 Water Revenue Bond Fund Phase II (SRF loan) Fund #631 to ND Public Finance Authority; \$150,187.50 Electric Revenue Bonds 2016 Fund #670 to First United Bank. Transfers are as follows: \$15,807.54 from Fund #623 to MU Savings Fund #632 Water System Repair & Replacement; Fund #642 \$77,348.60 to Debt Service Fund Checking Fund #631 Water Revenue Bond Fund Phase II; Fund #632 \$49,186.12 to MU Savings Fund #632 Water System Repair & Replacement; Fund #670 \$17,437.73 to MU Checking Fund #602 Electric Fund; Debt Service Checking Water Improvement District 2020-1 Fund #645 \$141,237.56 to Water Tower Revenue Bond Fund #648. To close out the following funds: Fund 623, 631, 642, 645, and 670. Skjerven moved and Bell seconded to pay off the loans, transfer the funds and close out the corresponding funds as presented. Upon roll call vote, all voted aye. M/C.

City Administration presented the end of year statement of receipts and disbursements and yearly transfers to the Council for approval. Seim moved and Halvorson seconded to approve the end of year reports. Upon roll call vote, all voted aye. M/C.

City Administration presented the end of year budget to actual expenses to the Council for approval. Halvorson moved and Bell seconded to approve the end of year reports. Upon roll call vote, all voted aye. M/C.

Seim moved to adjourn at 6:43 PM.

ATTEST:



Ann Berg, Assessor/Deputy Auditor



Dan Stenvold, Mayor

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, April 10, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim (by phone), Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: None. Others: Alison Olimb-WC Press. Joe Fietek, Marcus Lewis-FCHC, Noe Canales and Linette Ramirez.

Additions and Changes to Agenda: None.

Comments and Questions from Citizens: Noe Canales and Linette appeared and are asking the Council to consider making changes to Ordinance 2.B which deals with the sale of alcohol. They are purchasing Granma Jo's business and will be opening a Tex-Mex restaurant and would like to have margaritas and daiquiris available. City Attorney Slaamod will look over their proposed changes and the current ordinance to see if the changes comply with ND Century Code. After his review the contracts and policies committee will meet and bring a recommendation to the Council.

Marcus Lewis-FCHC mentioned Dan Young's passing and leaves a huge hole at FCHC and the community.

Joe Fietek asked if the Council has given any consideration to changing the Council meeting format and how it is structured. He mentioned the City of Grand Forks allows attendees to ask questions or add comments to agenda items by presenting a request to remark on agenda item to the Auditor prior to the start of the meeting.

Approval of Minutes: Bell moved and Skjerven seconded to approve the minutes from the March 13, 2023 regular meeting as presented. Upon roll call vote all voted aye. M/C.

Unfinished Business: None.

City Attorney: Slaamod presented an update to the Council on the impounded vehicle. The impounded 2007 Toyota Corolla auction was held on 1:00 pm on Wednesday, March 29th. No one purchased the vehicle, and the Walsh County Sheriff's Office issued a Bill of Sale to the City for the vehicle. Slaamod asked if the City would like to donate the vehicle to the fire department for them to use for extraction training. Bell moved and Halvorson seconded to donate the vehicle to the fire department. Upon roll call vote all voted aye. M/C.

A request for stop signs to be installed at the intersection of Harris Ave S and 4th St W was reviewed. The intersection borders the NW corner of the little park which attracts children of all ages. Council discussed if yield signs would suffice and would mirror the intersection on the SW corner of the park. Kubat moved and Skjerven seconded a First Reading of a Resolution to Amend Ordinance 25.A(7)(5) to install a yield sign on the east and west side of Harris Ave S and 4th St W. Upon roll call vote all voted aye. M/C.

Committee Reports: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through March 2023 were up by 10.86% or \$14,001.01. Bell moved and Gillespie seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C.

PR Community Club: Olimb reported the Lyric Spring Event was held on Saturday, March 25th. 15 Bikes and 15 spring baskets were donated by area businesses and residents. The two movie showings were very well attended. The date for the City-wide Rummage Sale is June 3rd. Maps with lists and addresses will not be provided this year.

Committees with nothing to report: PR Development Corp, PR Housing Authority, PR Park District, PR Public Library, Strategic Planning, PR Airport, and Wards

Mayor's Comments: Stenvold asked if equipment issues from snow removal were resolved. PWD Johnson responded yes. Stenvold informed those present the WC Sheriff's Dept approved firing a 21-gun salute by the Federated Church in honor of Donnelly Bakken at his funeral.

Public Works: PWD Johnson informed the Council they have gotten the pump, frame and hoses ready for when the new tank used for manhole cleaning arrives.

Johnson stated he is looking to buy a good used one-to-two-person bucket truck to be used for electrical work. The truck will be needed when former PWD Larson is helping Johnson and Irvine with electrical work until they are certified. Bucket trucks from Nodak and Ottertail should be available for purchase later this year. The Council approved Johnson's request to look for a used bucket truck under \$100,000.

Stenvold asked Johnson if he planned seal coating any streets this summer. Johnson responded probably not as costs for chip sealing have gone up about 60% since last year. Stenvold asked Johnson to get bids and present them at the May Council meeting.

Seim spoke with the Park District about the trail repair through the big park. Thompson stated she applied for a FEMA grant which should cover most of the repair cost.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Bell moved and Kubat seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38404	Postmaster	427.08
5	2C Plumbing & Drain Cleaning	121.00
6	Banyon Data Systems	640.00
7	Border States Elec	17,135.90
8	Cardmember Services	601.98
9	City of Grand Forks	52.00
38410	CNI-Productivity Plus	1,324.60
11	Consolidated WasteE, LTD.	20,883.45
12	Electric Repair & Replacement	8,000.00

13	Funded Depreciation	6,500.00
14	General Funded Depreciation	5,000.00
15	Ken Gillespie	215.42
16	Interstate Power	3,844.06
17	Dee Jay Johnson	3,535.99
18	Void	0.00
19	Leon's Building Center	117.31
38420	MDU	1,555.70
21	NDLC	200.00
22	NMPA	1,372.61
23	Northdale Oil, Inc	2,814.97
24	North Star Coop	1,644.49
25	PR Hardware	177.90
26	Polar Comm	958.96
27	Postmater	290.00
28	PR Park District	1,832.18
29	Quill Corp	643.20
38430	Sewer Repair & Replacement	3,700.00
31	Team Labs	3,150.00
32	US Bank Equipment	217.13
33	Vanguard Appraisals, INC	125.00
34	Wat & Sew Improv Dist #2016-1	9,490.00
35	Wat System Repair & Replace	9,950.00
36	Water Tower Fund	16,145.00
37	Water Treatment Fund	11,139.48
38	WC Auditor	14,695.31
39	WC Press	338.46
38440	Kadrmass, Lee & Jackson, Inc	250.00
41	Verizon Wireless	154.16
42	Fleming DuBois & Fleming PLLP	4,590.00
43	ND Child Support Division	1,047.78
9730-48	Salaries	22,441.02
AW	US Treasury	7,214.45
AW	Aflac	319.42
AW	BC/BS of North Dakota	15,121.00
AW	NDPERS	17.29
AW	NDPERS	812.50
AW	NDPERS	4,631.87
AW	NDPERS	812.50
AW	NMPA	145,184.92
AW	PSN	54.95
Special Funds		
10201	Linn's Tex-Mex	10,000.00
10202	HB Sound & Light	21,143.80
Debt Service & Loan Fund		
6361	Bank of ND	14,772.32
6362	Bank of ND	19,501.04
6363	Void	0.00
6364	US Bank Equipment	84,298.75
6365	Zions Bank	376,380.00
6366	Ferguson Waterworks #2516	9,730.00

City Administration presented information to the Council on the BCBS of ND health insurance increase. The increase this year is 7.4% which will result in an increase to the city's cost portion of \$8,080.15. City Administration budgeted a 5.00% increase for the 2023 health insurance. The dental and vision portion did not change. Skjerven moved and Halvorson seconded to approve the city's share of the increase. Upon roll call vote, all voted aye. M/C.

New Business: The Water Treatment Joint Powers Agreement was presented to the Council. The agreement was sent to the Contracts and Policies Committee for review. The representation on the board will also be reviewed.

Bell moved and Halvorson seconded to approve the following alcoholic beverage transfers from the American Legion to the Legion Coliseum: May 5th First Care Health Center employee appreciation party; May 25th WC Domestic Violence Supper; May 28th Avery Goll graduation party. Skjerven moved and Halvorson seconded to approve the requests. Upon roll call vote, all voted aye. M/C.

Seim moved and Halvorson seconded at 6:40 pm to adjourn the regular council meeting and enter into executive session. Upon roll call vote, all voted aye. M/C. – Executive session pursuant to 44-04-19.2 to discuss negotiating strategy or provide negotiating instructions to its attorney or other negotiator regarding a pending claim, litigation, adversarial administrative proceedings, or contracts, which are currently being negotiated or for which negotiations is reasonably likely to occur in the immediate future as allowed in 44-04-19.1 (9). At this time all citizens/attendees were asked to leave the Council room. The executive session was opened as posted on the agenda as Storm Sewer.

Back to regular meeting from Executive Session at 6:53 PM.

Skjerven moved and Bell seconded to take final action to allow Attorney Slaamod to negotiate with property owners for Storm Sewer Project easements. Upon roll call vote, all voted aye. M/C.

Being no further business, Bell moved to adjourn at 6:55 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

**PROCEEDINGS OF
CITY BOARD OF EQUALIZATION**

Published Subject to the Governing Body's Review and Revision

**BOARD OF TAX EQUALIZATION MEETING, CITY OF PARK RIVER,
NORTH DAKOTA, MONDAY, APRIL 10, 2023, AT 5:15 P.M.**

The Park River City Council met as the Board of Equalization in the City Council Room at 5:15 PM on Monday, April 10, 2023. Mayor Stenvold called the meeting to order with the following present: Council Members Ken Gillespie, Leah Skjerven, Kyle Halvorson, Dennis Kubat and Corri Bell.

Absent: Cory Seim. Present in Council Chambers: City Attorney Dustin Slaamod, City Coordinator/Auditor Nancy Thompson, & City Assessor/Deputy Auditor Ann Berg. Others present: Bruce and Mary Heggen, Marcus Lewis-FCHC, Allison Olimb-WC Press, WC Deputy Charlie Hardy. Laurie Larson arrived at 5:23 pm.

No one from the public called in to the meeting or, sent in letters of protest.

Bruce Heggen stated his value has increased about 62% since they purchased their property and asked why the value went up so much this year. Mary Heggen asked what is done with value on erosion caused by the river. Laurie Larson expressed concern about the increases.

Berg stated this year's increases in valuation are based on property sales. Berg said the previous years sales ratios have been above 90% but this year the sales ratio was only at 82.04% and necessitated many increases based on comparisons with like properties which sold. Berg stated almost all residential properties throughout the community had valuation increases to bring them within state guidelines. Assessments need to stay in line with the market because if the sales assessment ratio gets too far out of alignment the county or state could place a blanket increase on the entire community. Berg informed those present that different values are placed on lots based on neighborhood location, improvements and environmental factors.

Berg reported that 16 building permits for construction were issued; there were 9 unpermitted improvements made to properties; 34 properties were bought/sold; zero properties were demolished; and sales added to the increase in valuation.

Several sales in North Star Addition and Kensington Addition necessitated running comparative sales study to verify current assessed values on all properties. Various increases were added to most residential properties within city limits.

Halvorson moved and Gillespie seconded to accept the City Assessor's report and adjustments as presented for the year 2023. Upon roll call, all voted aye. M/C.

With no further business, Kubat moved to adjourn at 5:34 PM.

ATTEST:

Nancy Thompson, City Auditor

CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING, MONDAY, MAY 8, 2023 AT 5:30 PM.

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, May 8, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: None. Others: Alison Olib-WC Press, Ashley Seim-PR Parks & Rec, Laura Alkofer, Joe Fietek, Noe Canales.

Additions and Changes to Agenda: Change under New Business-Purchase of industrial lots 7-8 in Green Acres Addition to lots 8-9.

Comments and Questions from Citizens: None.

Approval of Minutes: Seim moved and Bell seconded to approve the minutes from the April 10, 2023 regular meeting as presented. Upon roll call vote all voted aye. M/C. Skjerven moved and Halvorson seconded to approve the minutes from the April 10, 2023 Tax Equalization meeting as presented. Upon roll call vote all voted aye. M/C.

Unfinished Business:

**RESOLUTION TO AMEND CITY OF PARK RIVER ORDINANCE,
CHAPTER 25.a - AN ORDINANCE TO REGULATE TRAFFIC WITHIN THE CITY OF PARK RIVER.**

WHEREAS, the City Council of the City of Park River, North Dakota, declares it to be in the public interest and safety to amend an established ordinance regarding the through streets and highways located in the City of Park River.

NOW, THEREFORE, be it resolved by the City Council of the City of Park River, North Dakota, that, Section 7, Subsection 5, of Chapter 25.a of the City of Park River Municipal Ordinances is hereby amended to the following with regard to the placement of yield signs in the city of Park River.

Section 7. - Through streets and highways

- (5) Yield signs to be put up at the intersection of Wadge Avenue South and Fourth Street West for East/West traffic and at the intersection of Harris Avenue South and Fourth Street West for East/West traffic.

Dated and adopted this 8th day of May, 2023.

CITY OF PARK RIVER, NORTH DAKOTA

ATTEST:

Dan Stenvold, Mayor

Nancy Thompson, City Coordinator/Auditor

The governing body of the political subdivision acted on the foregoing resolution of the 8th day of May, 2023.

Adoption moved by Bell and seconded by Skjerven.
Upon Roll Call Vote:

Aye: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell.
Nay: None. Absent: None. Abstain: None.

After the vote, the presiding officer declared the resolution adopted. First Reading: April 10th, 2023
Seconded Reading: May 8th, 2023.

Slaamod and Thompson went over the water treatment joint powers agreement with the Council. Several changes to the original agreement were noted as follows: Decrease City of Park River representation on the advisory board from three members to two and increase Walsh Rural Water District from two to three representatives and City of Minto one member; term limits were removed; and technical advisors were removed. Council felt the City of Park River gave gallons capacity to WRWD at no cost and felt the advisory board should consist of three members each from City of Park River and WRWD and one from City of Minto; did not feel term limits were necessary; and felt technical advisors should be put back in as it consists of Public Works Director Johnson, Manager Reilly and Financial Administration provided by Thompson and Berg. The agreement was sent back for further negotiations.

City Attorney: Slaamod presented the resolution to amend ordinance 2.b to the Council for a first reading and discussion.

**RESOLUTION TO AMEND CITY OF PARK RIVER ORDINANCE,
CHAPTER 2.B - AN ORDINANCE REGULATING THE SALE AT RETAIL OF ALCOHOLIC BEVERAGES WITHIN THE CITY OF PARK RIVER PROVIDING FOR SUCH SALES AT RETAIL BY DULY LICENSED PERSONS, ESTABLISHING REGULATIONS FOR THE GRANTING OF LICENSES TO SELL ALCOHOLIC BEVERAGES AT RETAIL AND FIXING FEES FOR SUCH LICENSES.**

WHEREAS, the City Council of the City of Park River, North Dakota, declares it to be for the promotion of commerce to amend an established ordinance regarding the regulation of sale of alcoholic beverage licenses located in the City of Park River.

NOW, THEREFORE, be it resolved by the City Council of the City of Park River, North Dakota, that, Section 1, of Chapter 2.B of the City of Park River Municipal Ordinances is hereby amended to the following:

Section 1. Definitions

The term "alcohol" whenever used in this Ordinance shall mean any neutral spirits distilled at or above one hundred ninety degrees proof, whether such product is subsequently reduced, for nonindustrial use.

The term "alcoholic beverages" whenever used in this Ordinance shall mean and include such liquid suitable for drinking by human beings, which contains one-half (½%) or more alcohol by volume.

The term "beer" whenever used in this Ordinance shall mean any malt beverage containing one-half of one percent or more of alcohol by volume and includes an alcoholic beverage made by the fermentation of malt substitutes, including rice, grain of any kind, glucose, sugar, or molasses, which has not undergone distillation.

The term "wine" whenever used in this Ordinance shall mean the alcoholic beverage obtained by fermentation of agricultural products containing natural or added sugar or such beverage fortified with brandy and containing not more than twenty-four percent alcohol by volume. The term "wine" used under this Ordinance shall include sparkling wine and/or champagne.

The term "liquor" whenever used in this Ordinance shall mean any alcoholic beverage that is not beer, wine, sparkling wine or alcohol.

The term "club license" whenever used in this Ordinance shall mean a license issued to any charitable or non-profit corporation, club or association.

The term "Food and Beverage Specialty License" whenever used in this Ordinance shall mean a license issued to a restaurant serving meals in a traditional restaurant setting which serves on-sale beer, on-sale wine and/or on-sale liquor with meals. Said license may allow the service of only beer, wine and/or liquor between the hours of 8:00 a.m. and 11:00 p.m. on the licensed premises.

The term "off-sale" whenever used in this Ordinance shall mean the sale of alcoholic beverages in original packages for consumption off or away from the premises where sold, and an "off-sale" license shall authorize the persons named therein to conduct such off-sales at the place designated in such license and not elsewhere.

The term "on-sale" whenever used in this Ordinance shall mean the sale of alcoholic beverages for consumption on the premises where sold only, and an "on-sale" license shall authorize the persons named therein to conduct such on sales at the place designated in such license and not elsewhere.

The term "packaged" and "original packaged" whenever used in this Ordinance shall mean and include any container or receptacle holding alcoholic beverages, which container or receptacle is corked or sealed by the manufacture and which cork or seal has not been removed or broken prior to the sale of such package to the purchaser.

The word "person" whenever used in this Ordinance shall mean any individual who is a bona fide resident of the State of North Dakota, domestic private corporation organized under the laws of the State of North Dakota, or co-partnership, of which all of the members of the co-partnership are bona fide residents of the State of North Dakota.

The term "retailer" whenever used in this Ordinance shall be deemed to mean and include any person engaged in the sale and distribution of alcoholic beverages under any type of license except a wholesale license.

Term "sale" and "sale" whenever used in this Ordinance shall mean and include all barter and all manners or means of furnishing of alcoholic beverages, including the selling, exchange, barter, disposition of, and keeping for sale of such alcoholic beverages.

NOW, THEREFORE, be it resolved by the City Council of the City of Park River, North Dakota, that, Section 4 Subsection 16, of Chapter 2.B of the City of Park River Municipal Ordinances is hereby amended to the following:

Section 4. APPLICATION

- 16) The classification of license applied for, whether "on sale", "off sale", "food and beverage specialty license" (either one or any combination thereof for beer, wine and/or liquor) or club (annual or temporary/monthly). Applicants may be awarded both "on-sale" and "off-sale" licenses contemporaneously.

NOW, THEREFORE, be it resolved by the City Council of the City of Park River, North Dakota, that, Section 6, of Chapter 2.B of the City of Park River Municipal Ordinances is hereby amended to the following:

Section 6. LICENSES TO BE ISSUED, TO WHOM, DISCRETION OF COUNCIL AND LIMITATIONS.

- 1). Shall be issued to any applicant unless they are a legal and bona fide resident and citizen of the state of North Dakota. No license shall be issued to any person, co-partnership, or corporation engaged in business as their representative or agent of another, a license may be issued only to the owner or owners of the business being conducted at the location for which the license is sought, except as allowed under ordinance 2.B(3)
- 2). No license shall be issued to any person under the age of twenty-one (21) years; nor to any person deemed by the City Council of Park River to be morally unfit to engage in a business for which a license is sought. No license shall be issued, when in the discretion of the City Council, it would be contrary to the peace, safety, health, and morals of the people of the City of Park River, considering any of the following criteria:
 - A.) existing establishments fulfill needs of community;
 - B.) Overly burdens the City's limited traffic and law enforcement facilities;
 - C.) Premises not fit for sale of alcoholic beverages;
 - D.) Bad moral character of applicant;
 - E.) Applicant does not have sufficient assets for successful operation of alcoholic beverage establishment;
 - F.) Other peculiar circumstances warranting the denial of a license.
- 3). The total number of club licenses as defined in this Ordinance shall not exceed three (3) in force in anyone (1) year.

Dated and adopted this 12th day of June, 2023.

CITY OF PARK RIVER, NORTH DAKOTA

ATTEST:

Daniel J Stenvold, Mayor

Nancy Thompson, City Coordinator/Auditor

The governing body of the political subdivision acted on the foregoing resolution of the 12th day of June, 2023.

Adoption moved by Halvorson and seconded by Seim.

Upon Roll Call Vote:

Aye: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell.

Nay: None. Absent: None. Abstain: None.

After the vote, the presiding officer declared the resolution adopted. First Reading: May 8th, 2023 Second Reading: June 12th, 2023.

Slaamod reported he contacted the landowner regarding the storm sewer but has not heard back from them. PWD Johnson mentioned he sat in on a session where a company showed how they can customize and refurbish manholes, culverts etc. which only requires digging at the beginning of the drain. Johnson will contact HK Solutions of Rogers, MN and ask for estimates.

Committee Reports: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through April 2023 were up by 9.48% or \$16,164.40. Halvorson moved and Skjerven seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C.

PR Airport Authority: Berg reported paperwork has been submitted for the runway lighting project.

Bike Path: Bell reported maps for garbage can placement will be reviewed; a new bench will be ordered for the west bike path and a tour of the bike path has been scheduled for June 16th starting at 11:00 am. The Good Sam residents and cardio rehab patients have been invited and the event is also open to anyone wishing to attend. Joel Hylden will be on hand to talk about the trees, shrubs and flowers lining the bike path.

PR Community Club: The committee is working on the schedule of events for the July 4th festivities. The date for the City-wide Rummage Sale is June 3rd. Maps with lists and addresses will not be provided this year. Seim asked if 5th St E could be blocked off for the RibFest and electricity provided along with extra garbage cans for the event.

PR Park District: Ashley Seim of the Park District stated work has started at the pool. The middle pool will have masonry work done before the new liner goes in and a new roof will be put on the swimming pool building. Work on the splash pad will be starting soon. A 50% grant was received for this project. The upside of the splash pad is in the future if a new pool is built at the complex the splash pad can be relocated to that area. Meetings are being held to facilitate a new arena complex as the Chris Midgarden Arna will be torn down by Walsh County within the next three to five years. Baseball will be starting soon. Stenvold mentioned he has received 30 to 50 inquiries for a dog park and felt the area where the west ball diamond is located would be a great spot. Bell mentioned the Housing Authority is looking at this area for much needed new housing.

Wards: Gillespie mentioned he has been contacted about the condition of the potato warehouses. Slaamod mentioned the railroad has been contacted but will not do anything about them. Kubat mentioned vehicles turning in front of oncoming traffic. The Sheriff's Dept is aware of the issue and will ticket drivers when caught. It was brought up that the longer pickups parking on Briggs Ave S are not driving up to the curb and parking but rather are parking up to three feet from the curb and are impeding traffic.

Committees with nothing to report: PR Development Corp, PR Housing Authority, PR Public Library and Strategic Planning.

New Business: Gillespie moved and Kubat seconded that the City of Park River enter into a purchase agreement with Dr. Mark Helgeson and Dr. Dori Carlson for two lots (7-8) in Bk 3 of Green Acres Addition at a cost of \$7,500 per lot. Slaamod stated a new abstract could take up to one to two months and that all fees could be split. Upon roll call vote, all voted aye. M/C.

Thompson asked the Council if they would approve paying for two offices to provide the policing of the July 3rd Street dance and allow the bars to serve off premises during the street dance. Bell moved and Halvorson seconded to pay for the policing and allow the bars to serve off premises during the street dance. Upon roll call vote, all voted aye. M/C.

Seim moved and Bell seconded to pay \$900 from the Municipal Utilities fund for the bagpipers on July 4th. Upon roll call vote, all voted aye. M/C.

The Hillcrest Country Club Alcoholic Beverage License renewal was submitted with a check of \$600 for the 2023 serving year. Bell moved and Skjerven seconded to approve the Hillcrest Country Club Alcoholic Beverage License renewal for 2023. Upon roll call vote, all voted aye. M/C.

Skjerven moved and Kubat seconded to approve a resolution per NDCC 40-1-09 designating the Walsh County Press as the official city newspaper for publication of all City of Park River notices and legal proceedings. Upon roll call vote, all present voted aye. M/C.

Mayor's Comments: Stenvold asked PWD Johnson when the new solar radar signs would be installed. Johnson replied after spring cleanup is completed. Stenvold reported he has received complaints from semi drivers that Hwy 17 through town is rough. Stenvold asked when the road through the big park would be repaired. Thompson replied most of the FEMA funds to repair the trail through the park have been received. Johnson responded contractors need to be contacted for estimates. Seim asked what percentage the FEMA grant covered. Thompson replied between the federal and state government 60 to 70% is covered.

Public Works: PWD Johnson informed the Council there is an assistance program for the lead service line inventory project. It will pick up 100% of the engineering costs. Johnson recommended hiring AE2S to conduct the inventory since they take care of our water projects. Seim moved and Bell seconded to approve the following resolution.

RESOLUTION OF GOVERNING BODY OF CITY OF PARK RIVER

Resolution authorizing filing of an application with the North Dakota Department of Environmental Quality (NDDEQ) for assistance performing a lead service line inventory in compliance with the Lead and Copper Rule Revisions.

Public Water System – Park River Municipal Utilities Designated Official – Dan Stenvold, Mayor

WHEREAS the public water system named above (the entity) is a community public water system or non-transient non-community water system regulated by the NDDEQ, the governing body of this entity authorizes the above-names designated official to submit an application to the NDDEQ to request assistance with a lead service line inventory, lead service line replacement plan, facility plan to prepare for a DWSRF loan, and/or to conduct non-regulatory sampling as described in the application. The entity will provide to the NDDEQ and the NDDEQ's designated service provider physical access to records, public easements, public right-of-way, and the entity will provide any other information needed to perform the necessary work. If on-site investigation of service lines (such as potholing or hydrovacing) is performed the NDDEQ's designated provider or one of its subcontractors, the entity will waive permit fees.

CERTIFICATE OF RECORDING OFFICER – Mayor of the Park River Municipal Utilities

The undersigned duly qualified and acting does hereby certify that the resolution is a true and correct copy of the resolution s regularly adopted at a legally-convened meeting of the entity's governing body held on the 8th day of May, 2023; and further that such resolution has been recorded in the journal of proceedings and records in my office.

Upon Roll Call Vote: Aye: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell.
Nay: None. Absent: None. Abstain: None. After the vote, the presiding officer declared the resolution adopted.

In WITNESS WHEREOF, I have hereunto set my hand this 8th day of May, 2023. Nancy Thompson – Auditor _____

Johnson is looking at purchasing a box scraper to blade the alleys at a cost of \$5,000 to \$7,000. It comes with dual cylinders which can pivot the blade and do a better job of blading. The price is below the procurement policy purchase threshold and does not require Council approval.

The purchase of a hot mix machine used to fix streets was discussed. This machine melts the mix and then it can be sprayed into the cracks and holes. Johnson will look into the cost. Money for the purchase could come from capital improvements.

Johnson mentioned the line between the Dairy Queen and North Star Coop is a 4" line and is scheduled to be replaced when funding is available.

Johnson reported a new computer and software system for the water plant is in the works through grant funding WRWD has applied for. He also mentioned there is software that will notify them by cell phone when the three lift stations are struggling. The cost is approximately \$50 per month per lift station. Seim moved and Skjerven seconded to approve the lift station notification program and fees. Upon roll call vote, all

present voted aye. M/C.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Kubat moved and Skjerven seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38444	ND Child Support Division	326.93
45	Postmaster	363.34
44	Animal Elskan Inn, LLC	140.00
47	Border States Electric Supply	30,834.72
48	Bosh Repair, LLC	2,806.22
49	Bruce Eikenberry Windows	15.00
38450	Cannon Technologies Inc	930.80
51	Grand Forks Utility Billing	52.00
52	Consolidated Waste, LTD.	20,951.45
53	Dale Pecka	390.00
54	Dwight Byron Insurance	281.00
55	Elan Financial Services	136.46
56	Electric Repair & Replacement	8,000.00
57	Feltman, Tyler	34.93
58	Funded Depreciation	6,500.00
59	General Funded Depreciation	5,000.00
38460	Jim's Super Valu	37.23
61	John Vetsch	24.40
62	Kadrmaz, Lee & Jackson, Inc	800.00
63	Kringstad Ironworks INC	363.15
64	Leon's Building Center, Inc	804.55
65	Montana Dakota Utilities	1,039.44
66	ND One Call Inc.	5.20
67	Northdale Oil, Inc	3,411.75
68	North Star Coop	1,723.95
69	Park River Hardware	328.77
38470	Polar Communications	890.88
71	PR Park District	1,268.16
72	Rainbow Auto Body	80.00
73	Samson Electric LTD	216.68
74	Sanitation Products Inc	1,005.32
75	Sewer Repair & Replacement	3,700.00
76	Team Laboratory Chemical Corp	2,632.00
77	US Bank Equipment Finance	4.56
78	Verizon Wireless	100.00
79	Wat & Sew Imprv Dist #2016-1	9,490.00
38480	Water System Repair & Replace	9,950.00
81	Water Tower Fund	16,145.00
82	Water Treatment Fund	10,313.82
83	Walsh County Auditor	34,999.85
84	Walsh County Press	893.14
85	Ye Olde Medicine Center	16.66
86	Verizon Wireless	57.42
9749-71	Salaries	24,975.86
AW	US Treasury	7,905.05
AW	AFLAC	319.42
AW	ARPA	9,730.00
AW	BC/BS of North Dakota	15,121.00
AW	FUB-NSF Chargeback 4 Mun Util	21.60
AW	FUB-NSF Chargeback 4 Mun Util	120.56
AW	FUB-NSF Chargeback 4 Mun Util	200.41
AW	FUB-NSF Chargeback 4 Mun Util	3,800.00
AW	Special Assm Fd	252.22
AW	PR Airport Authority	716.36
AW	PR Airport Authority	6,314.71
AW	SID #2020-1 Hilltop	28,759.88
AW	Special Assm Fd	28.96
AW	PR Public Library	716.36
AW	PR Public Library	6,314.71

AW	SID #2021-1 50 Bks	363,310.34
AW	Job Service ND	97.46
AW	ND ST Tax Commissioner	1,415.32
AW	NDPERS	12.73
AW	NDPERS	812.50
AW	NDPERS	812.50
AW	NDPERS	4,685.37
AW	NMPA	128,581.97
AW	PSN	54.95

Special Funds

10202	HB Sound & Light	21,143.80
-------	------------------	-----------

Debt Service & Loan Fd

6367	First United Bank	44,679.00
6368	First United Bank	546.25
6369	Rural Dev Finance Corp	27,831.63

Being no further business, Seim moved to adjourn at 6:49 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, June 12, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie (by phone), Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: None. Others: Noe Canales arrived at 5:41 and left at 6:16 pm.

Additions and Changes to Agenda: Add to New Business #10 Sell 2016 Police Vehicle.

Comments and Questions from Citizens: None.

Approval of Minutes: Seim moved and Kubat seconded to approve the minutes from the May 8, 2023 regular meeting with the change under Ordinance 2.b Section 1. Definitions - of time on the "Food and Beverage Specialty License" service from 11:00 am to 8:00 am. Upon roll call vote all voted aye. M/C.

Unfinished Business:

City Attorney Slaamod presented the resolution to amend ordinance 2.b to the Council for the second reading and discussion.

**RESOLUTION TO AMEND CITY OF PARK RIVER ORDINANCE,
CHAPTER 2.B - AN ORDINANCE REGULATING THE SALE AT RETAIL OF ALCOHOLIC BEVERAGES WITHIN THE CITY OF PARK RIVER PROVIDING FOR SUCH SALES AT RETAIL BY DULY LICENSED PERSONS, ESTABLISHING REGULATIONS FOR THE GRANTING OF LICENSES TO SELL ALCOHOLIC BEVERAGES AT RETAIL AND FIXING FEES FOR SUCH LICENSES.**

Dated and adopted this 12th day of June, 2023.
CITY OF PARK RIVER, NORTH DAKOTA

ATTEST:

Daniel J Stenvold, Mayor

Nancy Thompson, City Coordinator/Auditor

The governing body of the political subdivision acted on the foregoing resolution of the 12th day of June, 2023.

Adoption moved by Bell and seconded by Halvorson.

Upon Roll Call Vote:

Aye: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell.

Nay: None. Absent: None. Abstain: None.

After the vote, the presiding officer declared the resolution adopted. First Reading: May 8th, 2023 Second Reading: June 12th, 2023.

(The entire ordinance can be viewed at the Auditor's office.)

Slaamod reported he spoke with the landowner regarding the storm sewer permanent easement. Slaamod would like to meet with the landowner, KLJ engineers, PWD Johnson and determine where the easement is located and have it pinned and what if any additional action needs to be taken for the project to proceed.

City Attorney: Slaamod reported he spoke with Tony Dumas to see if he would be interested in filling the building inspector role for the City of Park River. Dumas is also being considered for the building inspector position for the City of Grafton. Dumas is asking for \$100.00 per visit to approve building permits plus mileage. Dumas is currently the Chief of Police for the City of Grafton. Mayor Stenvold appointed Dumas as the building inspector and asked for a motion to approve the appointment. It was noted residents will need to plan in advance when filing for building permits as the new building inspector will not be on site every day to approve the requests. Halvorson moved and Skjerven seconded to approve the appointment of Dumas as building inspector at his requested \$100.00 per visit rate plus mileage. Upon roll call vote all voted aye. M/C.

Committee Reports: *Employee Relations:* 1. The Committee met and is looking to hire a person to setup and maintain social media apps for the City. 2. Seim moved and Kubat seconded to pay part-time seasonal employees \$25.00 per hour who are called in to help with snow removal. Upon roll call vote all voted aye. M/C.

Sales Tax: 1. Berg informed the Council the Sales Tax year to date collections through May 2023 were up by 14.21% or \$15,588.03. Skjerven moved and Bell seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C. 2. Bell moved and Seim seconded to approve the following Sales Tax Committee recommendations: From Economic Development Fund: \$2,650 to KLJ for the replat of Green Acres Addition Block 1 commercial lots and \$10,000 to Wild Magnolias for renovations and improvements to the building in the form of a forgivable loan. Upon roll call vote, all voted aye. M/C.

Bike Path: 1. Bell reported the Arbor walk/tour of the bike path has been scheduled for June 16th starting at 11:00 am. The event is open to anyone wishing to attend. Joel Hylden will be on hand to talk about the trees, shrubs and flowers lining the bike path. 2. Reported Leah Skjerven would like to step down from the Bike Path Committee. Stenvold reported Leah Stenvold would also like to resign from the committee. Skjerven reported she spoke with Josh Anderson about the position and he is willing to fill the spot. Stenvold appointed Anderson to the Bike Path Committee and asked for a motion to approve the appointment. Skjerven moved and Bell seconded to approve Anderson's appointment. Upon roll call vote all voted aye. M/C. Stated the Committee is looking at signage for the path.

PR Community Club: The committee has released the schedule of events for the July 4th festivities. The RibFest and Corn Hole Tournament registrations will be out this week. Halvorson reported the July 4th parade will be streamed to the PR Area School District's YouTube page since the Polar cable channel will no longer be available.

PR Development Corp: Three businesses were presented with their first \$ plaques and two more businesses will be awarded later this summer. *Wards:* 1. Seim was contacted by a resident questioning the use of Dale Pecka's storage building on Maple Ave as mowers and crates are lined up on the property. Slaamod provided since Pecka is only storing the equipment at that site and not selling them he is within use requirements. 2. Kubat asked whose responsibility it is to spray for weeds in the little park. He was told it is the Park Districts responsibility. 3. Skjerven asked if all Councilmembers were aware of the vandalism reportedly happening throughout the city. There have been issues noted at the cemetery, little park, bike path and baseball complex. There are security cameras located in many areas throughout the city which could be checked to

see if those responsible can be identified.

Committees with nothing to report: PR Airport Authority, PR Park District, PR Housing Authority, PR Public Library and Strategic Planning.

New Business: Bell moved and Halvorson seconded to approve street closures for all the street dance activities happening during the July festivities. Upon roll call vote, all voted aye. M/C. The PR Fire Dept and PR Ambulance will be notified of the dates and time.

Seim asked if the city could install cameras in the little park. Since this is Park District property, they would be responsible for installing surveillance equipment.

Berg reported the following businesses have submitted renewal applications for their alcoholic beverage licenses along with the correct fees. American Legion Bar, PB Properties III, LLC-Alexander House, Curtis Sarkilahti-Top Hat Bar, The Club Bar & Lounge Inc, North Star Coop and Krystal Gire DBA Mystic On Main. The WC Treasurer's Office responded that property taxes have been paid and are current on all properties in question. Bell moved and Gillespie seconded to approve the renewal of licenses for the above-mentioned businesses. Upon roll call vote, all voted aye. M/C.

Linette Ramirez, DBA Linn's Tex-Mex Cuisine, submitted a Food and Beverage Specialty License application which is a license issued to a restaurant serving meals in a traditional restaurant setting which serves on-sale beer, on-sale wine and/or on-sale liquor with meals. Bell moved and Skjerven seconded to approve the license request as presented providing the \$750.00 application fee is paid to the city. Upon roll call vote, all voted aye. M/C.

Kubat moved and Bell seconded to approve the following requests from the PR American Legion Bar to transfer their Alcoholic Beverage License to the Legion Coliseum: June 29th for the Domestic Violence Supper, July 3rd for the Alumni Banquet and the August 12th for the Megan Ramsey-Moss & Garrett Moss wedding reception. Upon roll call vote, all voted aye. M/C.

The City received a cost share request from the Park River Area School District for the street on the south side of the school. The school, city and county would all pay a portion with the city's share at 20%. The request was tabled until Slaamod could investigate the request.

A citizen is requesting that a yield/stop sign be approved and installed on the intersection of Summit Ave S and 2nd St W to slow down traffic. Thompson and Berg checked out the intersection and reported other than a couple of branches hanging below the 8' requirement, sight lines at the intersection are good in all directions. Several Councilmembers stated stop/yield signs are not the answer but rather enforcement.

Seim moved and Skjerven seconded the following resolution:

CITY OF PARK RIVER, NORTH DAKOTA RESOLUTION SETTING AUDITORS BOND

BE IT RESOLVED by the governing body of the City of Park River, North Dakota, as follows:

1. The governing body of the City of Park River has need of establishing a bond for the city auditor to ensure the honest and faithful performance of official duties pursuant to N.D.C.C. 40-13-02.
2. The bond required must be set by resolution at the regular meeting of the Park River City Council in June of each year.
3. The amount of the bond must be equal to 25% of the average amount of money that has been subject to the auditor's control during the preceding fiscal year, as determined by the total of the daily balances of the auditor for the calendar year divided by the figure 300 or the sum of \$250,000 (whichever is least)
4. The City of Park River has obtained the necessary bond in the following amount through the North Dakota Insurance Reserve Fund:

Dated and adopted this 12th day of June, 2023.

Mayor: _____

ATTEST: _____ City Auditor

Upon roll call vote, all voted aye. M/C.

Nuisance Ordinance 17. Section 2.7, Section 5.2 and Section 4.3 were discussed. City Administration reported approximately 50 letters were sent out last week dealing with mowing and trimming of grass, weeds and trees. The letters included portions of the ordinance with the issue to be addressed noted in the first line of the letter such as "trim grass/weeds along fence."

Section 2.7 states "noxious weeds and other rank growths of vegetation upon public or private property."

Section 5.2. states "Grass. With respect to any nuisance defined in Section 2. 12.) above, if the City Councilor its designee finds that a nuisance exists in that the grass on private property exceeds six inches (6 ") in length, it shall notify the owner and/ or person in control of such property on which the nuisance is found to exist that said grass shall be mowed within three business (3) days of the date of the letter. If said grass is not mowed within three business (3) days, then the City may abate the nuisance and mow the lawn. Any costs incurred in abating said nuisance are to be borne by the property owner, and if not sooner paid, shall be assessed against the property and certified to the County Auditor for collection."

Section 4.3 states "all limbs of trees which project over a public sidewalk or street and which are less than eight feet (8 1 above the surface of such public sidewalk and nine feet (9') above the surface of such street."

What may happen is from the day the nuisance is noted, the letter sent out and the property owner receives the letter the issue may have been taken care of leaving the owner wondering why they received the letter. Slaamod mentioned adding a line stating if the nuisance has been abated prior to receipt of the notice to please disregard the letter. It was noted property owners should not need to be reminded to keep the vegetation on their property in check.

The Council decided to advertise the old police vehicle, a 2016 Ford Explorer, up for sale on bids.

Mayor's Comments: Stenvold reported to the Council that spring cleanup took seven to eight days to complete this year as excessive amounts were placed out for pickup. Employees reported there was construction debris and regular household garbage mixed in with items for pickup causing them to sort through the piles. The Consolidated Waste landfill is open from 8 am to noon the third Saturday of each month from May through September for residents to haul items to the landfill. The possibility of changing how spring/fall cleanup will be offered in the future and if changes need to be made will be discussed later.

Stenvold reported Dale Holand call him about minutes not posted to the city website to read as he does not get the WC Press. ND CC mandates meeting minutes to be published in the official city newspaper but does not require cities to post them to social media sites.

Stenvold once again asked PWD Johnson when the electronic speed signs will be installed. Johnson once again responded after the July 4th festivities have passed.

Stenvold asked PWD Johnson about patching holes on Hwy 17. Johnson reported they are working on patching and to date they have used five pallets of cold road mix to fill holes. Slaamod reported the ND DOT is working on the curves by Hwy's 17 & 18.

Stenvold again asked PWD Johnson if they plan on chip sealing streets especially Briggs Ave S this year. Johnson responded the cost has come down slightly but will still be costly. Stenvold asked if diagonal lines could be painted on the street if chip sealing will not be done. Johnson asked at what degree of slant the lines should be painted. Slaamod verified ND Municipal Laws do not specify a degree the lines need to follow. Johnson will add the project to his list.

Public Works: PWD Johnson informed the Council the cost to make and install the new staircase in the main lift station will cost \$13,000 with Kringstad Ironworks making & installing the steps. Seim moved and Kubat seconded to have Kringstad Ironworks make and install the staircase at a cost of \$13,000. Upon roll call vote, all voted aye. M/C.

Johnson is looking at purchasing a 60" finishing mower with roll bars to be used for trimming up city owned properties. This mower will do a better job and make everything look tidy. The mower will be purchased from PR Implement at a cost of \$9,500. Council gave Johnson permission to purchase the mower.

Seim asked when new steps will be installed on the west side of the new city shop. Johnson will check with several contractors and have the steps installed.

Johnson reported Ron Line will start work on the trail going through the big park next week. The public works employees will help and provide trucks and the payloador to help offset costs. The city received \$20,000 in FEMA funds to fix the trail.

Johnson received a quote for a small blower and undercarriage mount for the John Deere tractor used for cleaning the alleys. The cost of the equipment after the 20% municipal discount is \$25,200. The small pull behind blower will be sold. Halvorson moved and Bell seconded Johnson's request to purchase the equipment as requested. Upon roll call vote, all voted aye. M/C.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Skjerven moved and Bell seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38487	ND DMV	22.00
88	Postmaster	391.64
89	Animal Elskan Inn, LLC	140.00
38490	ASCAP	433.75
91	Border States Electric Supply	9,498.54
92	Bruce Eikenberry Windows	60.00
93	Butler Machinery Co	78.22
94	Grand Forks Utility Billing	153.00
95	Productivity Plus Account	512.85
96	Consolidated Waste, LTD.	21,827.95
97	Core & Main	932.38
98	Diamond Vogel, Inc.	1,171.52
99	Elan Financial Services	112.75
38500	Electric Repair & Replacement	8,000.00
1	EZ Locksmith	596.00
2	Farmers Union Service Assoc	25,930.82
3	Ferguson Waterworks #2516	888.85
4	Fleming DuBois & Fleming PLLP	5,580.00
5	Funded Depreciation	6,500.00
6	General Funded Depreciation	5,000.00
7	Jim's Super Valu	89.73
8	Kadmas, Lee & Jackson, Inc	150.00
9	Lindell's Mowing	100.00
38510	Locators & Supplies, Inc.	27.40
11	Natalie Martinson	150.00
12	Montana Dakota Utilities	246.11
13	MMUA	3,350.75
14	ND Dept of Environmental Qual	548.17
15	ND One Call Inc.	59.80
16	Northdale Oil, Inc	1,766.10
17	North Star Coop	5,839.42
18	Park River Hardware	227.72
19	Polar Communications	910.47
38520	Helen Porter	100.00
21	Quill Corporation	81.98
22	Rhomar Industries, Inc	614.66
23	Samson Electric LTD	2,794.87
24	SanGrait's Auto Service	420.38
25	Sewer Repair & Replacement	3,700.00
26	Sunshine Kids	100.00
27	Team Laboratory Chemical Corp	4,758.50
28	Nancy Thompson	75.00
29	Titan Machinery	167.31
38530	US Bank Equipment Finance	220.93
31	Verizon Wireless	324.16
32	Wat & Sew Imprv Dist #2016-1	9,490.00
33	Water System Repair & Replace	9,950.00
34	Water Tower Fund	16,145.00
35	Walsh County Auditor	14,516.26
36	Walsh County Press	616.70

37	Walsh County Sheriff's Dept	500.00
38	WC Three Rivers Soil Cons Dist	623.70
9772-89	Salaries	25,900.01
AW	US Treasury	8,180.07
AW	AFLAC	319.42
AW	BC/BS of North Dakota	16,173.00
AW	Bike Path	3,500.00
AW	FUB-ACH	21.45
AW	FUB-Deposit Correction	1.00
AW	FUB-NSF Chargeback 4 Mun Util	257.81
AW	Main Street Check	45.13
AW	NDPERS	12.73
AW	NDPERS	812.50
AW	NDPERS	812.50
AW	NDPERS	4,511.81
AW	NMPA	124,103.09
AW	PSN	54.95
Special Funds		
10203	Kadrmass, Lee & Jackson, Inc	2,650.00
Debt Service & Loan Fd		
6370	Zions Bank	400.00
6371	Cannon Technologies Inc	187,491.20

Being no further business, Seim moved to adjourn at 7:07 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING, TUESDAY, JUNE 27, 2023 AT 5:30 PM.

Minutes Published and Subject to the Governing Body's Review and Revision

The City of Park River held a special meeting of the Park River City Council on Tuesday, June 27, 2023 at 5:30 PM

Mayor Dan Stenvold called the meeting to order at 5:30 pm and upon roll call the following were present: Council members, Ken Gillespie - by phone, Leah Skjerven, Kyle Halvorson, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, City Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: Councilmember Cory Seim and Public Works Director (PWD) Dee Jay Jonson. Others: None.

Business:

Slaamod went over the amended KLJ engineering contract for the storm sewer project. KLJ will stake out the permanent easement at a cost of \$1,500. Bell moved and Halvorson seconded to approve the amended KLJ contract and pay the additional \$1,500 as outlined by Slaamod. Upon roll call vote, all voted aye. M/C. (The entire contract is on file at the City Auditor's Office.)

Slaamod provided additional information to the Council on the grass, weeds, trees and junk nuisance ordinance. Currently city administration is tasked, by the Council, with sending out letters to property owners who are in violation of the nuisance ordinances. Slaamod clarified grass and weed issues can still be handled by city administration however, issues with trees and junk need to follow a more formal process and should be run through his office. Council agreed these types of issues will be run through the city attorney. City Attorney Slaamod informed the Council when letters are sent out by city administration regarding ordinance violations the staff is doing their job. The mayor was contacted by a property owner about the letter they received about mowing their yard. The mayor informed the property owner to disregard/throw the letter away. City Attorney Slaamod informed the mayor that he nor the council should be telling anyone to disregard letters as this undermines the city administrative staff and their ability to do their job.

City administration received a complaint and pictures from a property owner that racoons are entering/living in the structure located at 209 Wadge Ave N. Slaamod was informed and contacted building inspector Dumas who is tasked with checking into the matter and will write up a report. The report will be sent to Slaamod who will issue a formal complaint to the property owner.

The use of ATV's and bikes was discussed. Reports of underage/unlicensed motorist operating these types of vehicles in an unsafe manner have been noted. Some of the issues include speeding, use on state and county highways, disregarding yield and stop signs and driving without proper safety equipment. An educational rather than an enforcement campaign will begin however, if this is unsuccessful tickets will be issued.

Bell moved to adjourn at 6:01 pm.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, July 10, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Cory Seim, Dennis Kubat and Kyle Halvorson (by phone), City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: Council member Corrine Bell. Others: Mike Helt-FCHC, Laurie Larson, Lori Seim and Joseph Fietek.

Additions and Changes to Agenda: Add to New Business #1 Wards-Cory Seim.

Comments and Questions from Citizens: Mike Helt of FCHC mentioned they thank the citizens and businesses in Park River for their support of FCHC and all the events they hold and have received a lot of support from the surrounding area.

Laurie Larson appeared and still has questions regarding the water bursting project. She is looking at digging up her sewer connection and mentioned contacting the city when she gets something lined up. She also questioned why Jet Way was scoping on Wadge Ave S. PWD Johnson explained they were doing some other work in town and Johnson had them scope Wadge Ave S by the highway. They found roots coming out of 123 Wadge Ave S private line into the sewer main and silt that had accumulated from about 103 Wadge Ave S north to the hwy. Johnson had Jet Way remove the silt in the sewer main. She also questioned the work being done by the American Legion and who was paying for the work. City Attorney Slaamod responded; liability for the work has yet to be determined. Larson left at 5:41 pm.

Kerry Schmitz reported he has lived at 128 Briggs Ave S for the past 11 years and there have been issues with tall grass and weeds along with accumulation of junk with properties in his neighborhood which create eyesores in most directions from his property. Issues range from stacks of wood, watercraft, trailers and other assorted rubbish with the possibility of rodents. He works hard to keep his property looking clean and neat and has even mowed one neighbor's lawn so it is presentable for the July 4th celebration. Slaamod stated the grass and weeds can be taken care with a letter from City Administration and if not abated city employees may mow and trim the property. Thompson reported several letters have been sent to the properties in question. Slaamod mentioned the junk ordinance does allow for other action to be taken however it is a lengthy and expensive process. Cause must be found other than one person deeming it an eyesore. Since this is the first formal complaint filed it will be used to start a timeline. Schmitz mentioned another property filed for a building permit to construct a shed but was turned down by the building inspector for the use of substandard materials (pallets.) The property owner constructed the substandard structure regardless. Upon instruction from Seim and Gillespie, Slaamod will issue a formal letter to the property owner(s) to clean up their property.

Approval of Minutes: Gillespie moved and Kubat seconded to approve the minutes from the June 12, 2023 regular meeting. Upon roll call vote all voted aye. M/C. Skjerven moved and Seim seconded to approve the minutes from the June 27, 2023 special meeting. Upon roll call vote all voted aye. M/C.

Unfinished Business:

City Attorney reported he sent the amended storm sewer contract to KLJ. The easement was staked out on Friday, July 7th by KLJ and reported there are a lot of trees on the easement. Dr. Mark Helgeson reported another eight-foot section has crumbled away. Slaamod along with PWD Johnson, KLJ engineer Jeff Daley and Mayor Stenvold will meet with property owner Ken Sweeney to discuss a timeline and direction for repair. Johnson will check to see if this project could be completed by boring rather than by excavation.

Park River Area School District #8 (PRASD #8) is asking the City to share in the cost of proposed work to be done on 6th St W. Thompson reported last time this work was done Walsh County and PRASD #8 participated in the cost of repair. City attorney stated that the agreement for the cost share is between the two entities; Walsh County and PRASD #8.

Halvorson spoke to the Council about policies and procedures followed when enforcing ordinances and when the City Attorney should be involved. He questioned if ordinance updates are billed separately or as a separate item. He felt there could be a better way to evaluate and contact property owners regarding lawn and weed issues but felt letters should still be sent out in most cases. Halvorson informed the Council that Berg and himself met with a property owner regarding a letter sent out for lawn exceeding the set length in the ordinance. The meeting also identified an issue with drainage caused when the Park District hauled dirt in to redirect the flow of excess water in the neighboring park. This caused water to seep on to two properties and cause water to pool along their foundations. Council asked PWD Johnson to investigate the possibility of adding fill or re-sloping the area by the alley to divert the water from causing further issues with the two properties.

City Attorney: Nothing to report.

Committees: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through June 2023 were up by 2.93% or \$3,704.43. Kubat moved and Halvorson seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C.

Bike Path: Berg reported the Bike Path Committee purchased a bench and has asked and received permission from Jim Mosolf to install the bench on his property which is on the north side of the west bike path. Berg asked Slaamod if a lease would need to be executed between Mosolf and the City of Park River along with adding liability insurance for the bench area. Slaamod stated the Council should approve a motion for a lease. Skjerven moved and Seim seconded to approve placing the bench on Jim Mosolf's property and have Slaamod draw up a lease between Mosolf and the City of Park River. Upon roll call vote all voted aye. M/C.

PR Community Club: Seim reported 340 people were feed in two hours at the Rib cookoff where 14 large cases of ribs were cooked. Thirteen teams participate in the cornhole tournament. They are looking at eliminating the co-ed stipulation for next year's tournament.

Wards: Kubat asked if anything could be done with the blowing cotton from the cottonwood trees in the little park. Kubat was informed this is a Park District issue.

Committees with nothing to report: PR Airport Authority, PR Development Corp, PR Park District, PR Housing Authority, PR Public Library and Strategic Planning.

New Business: Seim questioned what the bike path committee's purpose is as he was approached by someone who stated Joel Hylden is not allowed to do anything without the bike path committee's approval. The bike path is tasked with the repair and maintenance of the bike path and to make recommendations for expenses. Berg stated Hylden sits on the bike path committee and has not made any complaints to the committee. Slaamod informed Seim that the City of Park River has a signed lease with the ND DOT and is responsible for the maintenance of the land. Hylden has done a wonderful job setting up and planting the vegetation but should the ND DOT find fault with the area the City could

be tasked with removing excessive plantings. Some of the vegetation has been paid for with private donations but a majority has been funded by general fund property taxes.

Mayors Comments: Stenvold mentioned the City of Park River received many compliments on the July 4th celebration and events.

Public Works: The speed limit radar sign installation will be finished by the end of this week. Someone asked if the diagonal parking lines could be painted red, white and blue for the July 4th festivities and repainted white after the 4th. It was felt this would be an unnecessary expense of extra paint and wages. Someone asked PWD Johnson if the high school senior banners would be ordered and hung. Thompson mentioned this was done during covid by the school district and Polar Communications and the Public Works employees helped hang the banners.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Seim moved and Kubat seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities:

38539	Heather & Thistle	900.00
38540	Demester Cleaning	2,700.00
41	Postmaster	553.45
42	Airborne Vector Control, LLC	6,400.00
43	Animal Elskan Inn, LLC	140.00
44	ASCAP	433.75
45	Grand Forks Utility Billing	143.00
46	CNH Industrial Capital	670.50
47	Consolidated Waste, LTD.	20,689.20
48	D & E AUTO BODY REPAIR	80.00
49	Dale's Small Engine Repair LLC	468.75
38550	Diamond Vogel, Inc.	269.36
51	Don Greicar	8,925.00
52	Farmenrs Union Ins - Park River	2,966.00
53	Elan Financial Services	316.67
54	Electric Repair & Replacement	8,000.00
55	Arden OR Joellen Espelien	40.86
56	Funded Depreciation	6,500.00
57	General Funded Depreciation	5,000.00
58	Grand Forks Welding & Machine	158.23
59	Irene Hodek	100.00
38560	Josh Irvine	115.83
61	Jim's Super Valu	48.24
62	Michael Kilmer Construction	2,255.00
63	Kadrmass, Lee & Jackson, Inc	4,600.00
64	Larry Novak	89.71
65	Leon's Building Center, Inc	27.66
66	Line Excavating	9,807.50
67	Locators & Supplies, Inc	180.45
68	Montana Dakota Utilities	154.89
69	MMUA	29.00
38570	ND One Call Inc.	36.00
71	NDAAO Secretary/Treasurer	210.00
72	Northdale Oil, Inc	3,302.96
73	North Star Coop	1,888.26
74	Park River Hardware	604.45
75	Polar Communications	1,039.64
76	PR Community Club	115.00
77	PR Implement	9,499.00
78	PR Park District	1,550.46
79	Void	0.00
38580	Quill Corporation	319.90
81	Riteway Business Forms	863.47
82	Sewer Repair & Replacement	3,700.00
83	Team Laboratory Chemical Corp	5,628.00
84	Nancy Thompson	70.00
85	Tree Top Products, Inc	816.14
86	US Bank Equipment Finance	463.50

87	Verizon Wireless	0.00
88	Wat & Sew Imprv Dist #2016-1	9,490.00
89	Water System Repair & Replace	9,950.00
38590	Water Tower Fund	16,145.00
91	Water Treatment Fund	15,767.73
92	Walsh County Press	543.60
93	WC Record	69.00
94	Walsh County Sheriff's Dept	449.00
95	Ye Olde Medicine Center	19.50
9790-9814	Salaries	31,668.33
AW	US Treasury	9,641.43
9815-21	Salaries-Council/Mayor	18,008.23
AW	US Treasury	2,983.54
AW	Aflac	319.42
AW	BC/BS of North Dakota	15,209.10
AW	NDPERS	12.45
AW	NDPERS	0.28
AW	NDPERS	812.50
AW	NDPERS	812.50
AW	NDPERS	4,841.82
AW	NMPA	134,518.61
AW	PSN (Payment Services Network)	54.95

Berg reported she will be attending continuing education classes August ninth and tenth for her assessor's certification.

Thompson informed the Council the preliminary budget needs to be approved prior to August 10th. Monday, August 7th at 5:30 pm was set for the meeting to go over and approve the preliminary budget.

Being no further business, Seim moved to adjourn at 6:52 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING, MONDAY, AUGUST 7, 2023 AT 5:30 PM.

Published Subject to the Governing Body's Review and Revision

The City of Park River held a Public Hearing of the Park River City Council on Monday, August 7, 2023 at 5:30 PM.

Council President Kyle Halvorson called the Public Hearing to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Dennis Kubat and Corrine Bell, Public Works Director (PWD) Dee Jay Johnson, Coordinator/Auditor Nancy Thompson, and Assessor/Deputy Auditor Ann Berg. Absent: Mayor Dan Stenvold, Councilmember Cory Seim & City Attorney Dustin Slaamod. Others: Nina Hollingsworth.

Council President Halvorson stated the purpose of the public hearing was to allow the public a chance to comment on or protest the proposed City tax levy increase of 4.55 mills for the 2024 budget year.

City Administration went over the 2024 preliminary budget with the Council. Thompson informed those present since this is the preliminary budget it would be smart to not make any cuts but rather wait until the final budget meeting. She explained if cuts are made on the preliminary budget and something else needs to be added to the budget, we will not be able to add it to the final budget. On the final budget we cannot make increases; we can only make decreases. Last year the Council milled 100.45 mills and Thompson is asking for an increase to 105.00 mills which will generate an additional \$15,277 in revenue. The increase is mainly due to the increased cost of fuel and other operating expenses Bell moved and Gillespie seconded to approve the 2024 preliminary budget and to increase the mill levy to 105.00 mills. Upon roll call vote, all voted aye. M/C.

The Public Hearing for the 2024 Final Budget is scheduled for Monday, September 11th at 5:15 PM.

Being no further business, Bell moved to adjourn at 6:27 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Kyle Halvorson, Council President

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, August 14, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim (arrived at 5:40 pm), Dennis Kubat Corrine Bell and City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: None. Others: Dennis Larson, Marcus Lewis-FCHC, Allison Olimb-WC Press, Bruce Ellingson and Joseph Fietek arrived at 5:50 pm.

Additions and Changes to Agenda: Correct spelling of item under public works.

Comments and Questions from Citizens: Marcus Lewis of FCHC mentioned they now provide transportation to exterior health care systems in the area. Reported they are working on providing telepsychiatry and more behavior health alternatives to the area.

Bruce Ellingson appeared and asked if Ordinance 3.a could be changed to allow goats to be used for eating weeds and cleaning out drains of excessive vegetation and noxious weeds. City Attorney Slaamod recommended the Council send the request to the Contracts & Policies committee for their review and recommendation.

Dennis Larson presented an update on NMPA. NMPA is looking at borrowing money for upgrading generation and transmission lines. They are also looking at refinancing old bonds to lower the interest rates. NMPA has hired HDR Engineering to visit each member city's electrical system to find out what if anything needs repairs or upgrading. There will be no cost for this review. If something needs to be fixed it will be at the member city's expense. Larson also informed the Council that any transformers ordered are taking approximately 38 weeks to arrive.

Approval of Minutes: Seim moved and Skjerven seconded to approve the minutes from the July 10, 2023 regular meeting. Upon roll call vote all voted aye.

Unfinished Business: City Attorney Slaamod reported PWD Johnson, KLJ engineer Jeff Daley, Mayor Stenvold and himself meet with property owner Ken Sweeney to discuss a timeline and direction for repair. Because additional erosion has occurred a different system will need to be installed. It would include a manhole with a graded slope on which riprap would be laid. This option would include property owned by David Bruce. At this time Slaamod sent Bruce a letter outlining the scope of the easement. He has also contacted Drs Helgeson and Carlson as their land would be included in the work zone.

Thompson informed the Council that an offer of \$9,500 has been made for the 2016 police vehicle. Kubat moved and Bell seconded to accept the offer of \$9,500 from Chicago Motors Inc. Upon roll call vote all voted aye.

Thompson reported Kilmer Construction sent a repair bill of \$7,223.60 for the broken sewer line by the America Legion building. Upon review of 2020 project maps it was discovered pipe bursting was done in this area. PWD Johnson and Mayor Stenvold viewed the broken line and saw where the water line intersected and broke the sewer line. The city will pay for the out of warranty service work.

City Attorney: Reported he researched what other cities are doing regarding nuisance issues on Briggs Ave S. The property with the pallet shed has been resolved as the owner took it down. Slaamod sent a letter to the other property owner and they will have 30 days to rectify the issue. If not, a civil suit will be filed. A judgement to clean up the nuisance will be issued and police will be on hand while the issue is abated. Costs for cleanup can be assessed to the property however legal expenses cannot be recovered and will be the City's responsibility.

Committees: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through July 2023 were up by 3.13% or \$9,222.19. Halvorson moved and Kubat seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C.

Bike Path: Bell reported the Bike Path Committee is looking at adding geocaching and signage. A 3K run is in the planning to be held next year. Bell informed the Council that Joel Hylden hurt his foot and was looking for help to plant some trees, flowers and shrubs. People have volunteered to help but Bell did not know if any planting had been done. She also added that funds to purchase the plants did not come from the bike path fund nor had Hylden had any complaints regarding his activities during the bike path meetings.

PR Community Club: Thompson reported the committee reviewed the July 4th celebration and how well the RibFest was received. They also reviewed the Old-Fashioned Friday Night event. Some people wanted to do it every Friday night during the summer. Many felt having one event during the summer would keep the event fresh. It also added something for the people in town for the ND State Class B Babe Ruth Baseball Tournament to partake in. Overall, the event was a success.

PR Development Corp: Thompson reported they are actively trying to sell the Centennial building. They have received and rejected a bid they thought was low so they are looking for an independent contractor to give them a bid on the cost to repair the roof.

PR Housing Authority: Bell reported the apartment buildings are for sale. They must do some repair to decay found around the toilets.

Wards: Kubat reported he has received complaints about a resident with chickens in his ward and asked why nothing has been done to remove them. The owner does not have a permit to keep chickens nor applied for a building permit for the coop. City administration reported Teresa Gire is the only resident who has a chicken permit in City Limits. Slaamod reported the issue has been reported to the WC Sheriff's Dept as Deputy Hardy has spoken with him about the issue. He mentioned the chickens Lana Lindell has do not include any roosters however with this breed in the absence of roosters a dominate hen will start to crow. This is covered under in the nuisance ordinance and Lindell will be receiving a letter to remove the chickens.

Halvorson reported he reviewed the last six months of attorney's fees and found there is nothing out of place. There are instances where the city has not been charged for calls. Halvorson mentioned in some instances perhaps Thompson could be contacted about ordinances before calls are made to Slaamod.

Halvorson was contacted about Consolidated Waste, LLC (CW) burning practices. The city was smoked out because of the wind direction. The Council was told CW receives a burn permit from the State and only has so many days to use the permit. Also, when the wind direction changes after the burn has started there is nothing they can do about the wind. PWD Johnson added the fire got into material that was not included to be burned causing additional smoke and smell.

Halvorson reported he was asked about having minutes posted to the city website. City administration responded that per ND CC the City only must publish minutes in the official city newspaper and that minutes are published as a courtesy to the website when there is time. Bell mentioned that if Dale Holand wants to know what is happening at the City Council meetings, he has the option to attend the meetings and receive the information first hand.

Committees with nothing to report: PR Airport Authority, PR Park District, PR Public Library and Strategic Planning.

New Business: None. Mayors Comments: None.

Public Works: PWD Johnson asked for the Council's permission to have up to \$50,000 worth of repairs preformed on the chemical feed pump valves at the water plant before the City of Drayton comes on line this fall. Money for the repairs will come from the Prairie Dog Funds. Kubat moved and Bell seconded to approve up to \$50,000 in repairs to valves at the water plant. Upon roll call vote, all voted aye. M/C.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Kubat moved and Seim seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38596	PR Baseball	100.00
97	Postmaster	367.35
98	Acme Tools	1,320.00
99	Airborne Vector Control, LLC	3,200.00
38600	Animal Elskan Inn, LLC	140.00
1	Ann E Berg	522.90
2	Grand Forks Utility Billing	52.00
3	CNH Industrial Capital	192.44
4	Dale's Small Engine Repair LLC	37.55
5	Don Greicar	2,250.00
6	East Side Garage	1,084.80
7	Elan Financial Services	298.14
8	Expressway Suites	352.80
9	EZ Locksmith	1,529.00
38610	Ferguson Waterworks #2516	4,290.61
11	Fleming DuBois & Fleming PLLP	4,240.00
12	Funded Depreciation	6,500.00
13	General Funded Depreciation	5,000.00
14	Golden Valley Veterinary	180.44
15	Matt Hell	123.65
16	Jet-Way Multiple Services	5,300.00
17	Jim's Super Valu	72.62
18	Michael Kilmer Construction	7,223.60
19	Kadmas, Lee & Jackson, Inc	1,000.00
38620	Kringstad Ironworks INC	11.33
21	Leon's Building Center, Inc	9.57
22	Loren's Appliance & AC Repair	175.00
23	Montana Dakota Utilities	172.68
24	MMUA	3,440.75
25	ND Dept of Environmental Qual	74.16
26	ND One Call Inc.	43.10
27	Northdale Oil, Inc	201.36
28	North Star Coop	1,529.63
29	Park River Hardware	196.98
38630	PDQ Sanitary Services, Inc	1,140.00
31	Polar Communications	797.46
32	PR Park District	1,549.22
33	Quill Corporation	754.29
34	Samson Electric LTD	3,203.52
35	Sanitation Products Inc	699.81
36	Simmons Multimedia USA	62.00
37	Nancy Thompson	417.14
38	US Bank Equipment Finance	63.38
39	Verizon Wireless	151.55
38640	Water Treatment Fund	17,323.35
41	Wayne's Variety	32.45
42	Walsh County Auditor	17,111.21
43	Walsh County Highway Dept	17,391.83
44	Walsh County Press	408.12
45	Ye Olde Medicine Center	19.51
46	Consolidated Waste, LTD.	21,067.70

47	Electric Repair & Replacement	8,000.00
48	Sewer Repair & Replacement	3,700.00
49	Wat & Sew Imprv Dist #2016-1	9,490.00
38650	Water System Repair & Replace	9,950.00
51	Water Tower Fund	16,145.00
52	Northdale Oil, Inc	121.02
9822-58	Salaries	50,658.29
AW	US Treasury	16,756.61
AW	Aflac	319.42
AW	BC/BS of North Dakota	15,209.10
AW	FUB-ACH	21.60
AW	Job Service ND	82.24
AW	FUB-Deposit Correction	990.00
AW	ND ST Tax Comm	1,007.94
AW	NDPERS	812.50
AW	NDPERS	12.70
AW	NDPERS	812.50
AW	NDPERS	812.50
AW	NDPERS	7,437.96
AW	NMPA	133,122.87
AW	PSN (Payment Services Network)	54.95

Special Funds

10205	KLJ	1,550.00
-------	-----	----------

Debt Service & Bond Funds

6372	Border States Electric Supply	12,934.38
6373	Cannon Technologies Inc	16,426.80
6374	Kinetic Leasing	29,432.00
6375	US Bank	400.00
6376	Zions Bank	126,486.25
6377	US Bank	100.00

Berg reported she attended continuing education classes for her assessor's certification in Bismarck last week.

Thompson informed the Council the Public Hearing to approve the Final budget will be held on Monday, September 11th at 5:15 pm prior to the regular council meeting.

Being no further business, Seim moved to adjourn at 6:31 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING, SATURDAY, SEPTEMBER 9, 2023 AT 3:30 PM.

Published Subject to the Governing Body's Review and Revision

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Leah Skjerven, Kyle Halvorson, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod and Assessor/Deputy Auditor Ann Berg. Absent: Ken Gillespie and Cory Seim, Public Works Director (PWD) DeeJay Johnson and Coordinator/Auditor Nancy Thompson. Others: None

Skjerven moved and Kubat seconded to approve the following request from the PR American Legion Bar to transfer their Alcoholic Beverage License to the Legion Coliseum on 9-9-2023 for the Greicar-Armstrong wedding and reception. Upon roll call vote, all voted aye. M/C.

Being no further business, Seim moved to adjourn at 3:31 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, September 11, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: None. Others: Allison Olimb-WC Press, Daryl and Nancy Larson, Terri Thompson, Jon Markusen, Misty Praska, WC Deputies Charles Hardy & Tristian Bair, Catherine Van Dam, Char Myrdal, Cherri Loftspeich, Barb Collins, Milo Irvine, Marcus Lewis-FCHC, and Joseph Fietek. Joel Hylden arrived at 6:34 pm.

Additions and Changes to Agenda: Add under New Business #4. Request for Street Closure.

Comments and Questions from Citizens: Daryl Larson discussed the Fall Golden Ash trees located on Briggs Ave. Many of the trees have been stressed and have dead branches causing them to look dead. Larson has the same trees on his berm and has cut off the dead branches. The trees have filled in the empty spots and the trees look much better. Larson is asking the city to prune/cut out the dead branches and give the trees a chance to bush out. This would hopefully add some additional years to the trees before they need to be cut down. Larson also revisited garbage stands on the front berms of private properties. He feels this is unsightly and would like the city to do something about the issue. Upon discussion it was noted some properties do not have alleys where the stands can be located and there is nothing in the ordinances legislating aesthetics of properties. The garbage stand issue was sent to the Contracts & Policies Committee for review.

Char Myrdal and Catherine Van Dam spoke on behalf of the Park River Garden Club to discuss the hanging baskets. The garden club have taken over the hanging baskets from the Park River Community Club. They received funding from Citizen's State Bank and First United Bank for the flowers. Helen's Greenhouse will plant and nurture the baskets until they are ready to be hung. They are also decorating seven pots on Briggs Ave S with seasonal decorations which twelve businesses have contributed funds to the decorations with the garden club changing them out seasonally. In the past Leah Stenvold was paid by the PR Community Club to water the hanging baskets. If the City takes over watering the baskets the position will need to be advertised or possibly the summer help or employees would be tasked with watering the baskets. They also asked if the baskets could be turned to hang over the street. PWD Johnson explained at their current height the street sweeper would knock into the baskets but they could possibly be raised up to clear the sweeper. Johnson will turn a couple of baskets and see how high they need to be hung to clear the street sweeper. Johnson was asked to come up with a water tank and pump that could be put in the back of a pickup and taken out when needed for other duties.

Members of the Community Center Committee (Jon Markusen, Terri Thompson and Misty Praska) appeared with a presentation on the proposed multipurpose building. The first phase of the parks and rec 32-acre area was to establish a camp ground and comfort station. This phase was completed with a large grant for the campground and a sales tax loan, which was paid back by the PR Park District, for the comfort station. Phase two was for a \$1.7 million dollar baseball complex, parking lot and playground area. This phase was mainly done with private donations and some grants. Phase three is for a community center. The building would house a hockey arena, walking path, gym space, offices, commercial kitchen, large gathering area for parties, turf for spring sports training and a pool/splash pad. In addition, there would be additional spaces for other groups, meetings or events. To date, approximately \$1.7 million dollars from local pledges have been secured for the community center. The estimated cost to complete this phase for the 64,000 square foot building is approximately \$20-24 million dollars. The cost would drop to \$18-20 million if a pool is not included. They are looking at a deadline of 2025. A survey was taken and a swimming pool was the number one request. One of the biggest questions to be answered is who will have ownership and operate and provide maintenance of the facility.

Marcus Lewis of FCHC mentioned their annual Harvest Fest will be held on Saturday, September 16th.

Approval of Minutes: Seim moved and Bell seconded to approve the minutes from the August 14, 2023 regular meeting. Upon roll call vote all voted aye. Skjerven moved and Halvorson seconded to approve the minutes from the August 7, 2023 Preliminary Budget Hearing. Upon roll call vote all voted aye.

At 6:25 pm the following left the meeting: Terri Thompson, Jon Markusen, Misty Praska, Catherine Van Dam, Char Myrdal, Cherri Loftspeich, Barb Collins, Milo Irvine, and Marcus Lewis-FCHC.

Unfinished Business: City Attorney Slaamod reported on the storm sewer project. A portion of land thought to be owned by David Bruce is owned by the PR Cemetery Association. They will sign off on the work easement area and Jeff Daley of KLJ will secure the final easements.

The final revised replat of Green Acres Addition Block 1 commercial lots was submitted to the Council for their approval. Bell moved and Gillespie seconded to approve the updated plat of Green Acres Addition Block 1. Upon roll call vote all voted aye.

City Attorney: Slaamod reported there was a mortgage/lien filed in 1993 to secure debt on property owned by Don Dusek, who is deceased, which was never resolved. In 2008 the property was sold to Damian and Janet Dvorak. For the Dvorak's to sell the property the mortgage/lien needs to be released. Seim moved and Halvorson seconded to release the original mortgage/lien against Don Dusek. Upon roll call vote all voted aye.

Committees: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through August 2023 were up by 3.38% or \$12,048.30. Skjerven moved and Halvorson seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C.

PR Community Club: Thompson reported they are working on the Trunk or Treat event to be held on Sunday, October 29th.

PR Housing Authority: Bell reported the apartments need some repair to decay found around the toilets.

Committees with nothing to report: PR Airport Authority, Bike Path, PR Development Corp, PR Park District, PR Public Library and Strategic Planning and Wards.

New Business: Berg reported Tom Langley submitted abatements on his 2022 and 2023 Homestead Credit applications. Langley qualifies for the abatements. Skjerven moved and Halvorson seconded to approve the homestead credit abatement requests. Upon roll call vote all voted aye.

Bell moved and Seim seconded to approve the following request from the PR American Legion Bar to transfer their Alcoholic Beverage License to the Legion Coliseum on 9-16-2023 for Harvest Fest. Upon roll call vote, all voted aye. M/C.

Katie Thompson of the WC Extension Office is requesting to close 7th St W from Park St S going west to the football field fence on Friday, October 20th from 2:00 to 11:00 pm for the rodeo being held during the WC Fair. Kubat moved and Halvorson seconded to approve the street closure as requested above. Upon roll call vote, all voted aye. M/C.

The Council tabled the hanging basket issue was sent the Street & Utilities Committee to discuss and bring a recommendation to next month's Council meeting.

Mayors Comments: ND Century Code (40-14-04) requires that the City Assessor shall be appointed at the first meeting of the City Council in September of each odd-numbered year. Mayor Stenvold appointed Ann Berg to serve as the Assessor for the City of Park River.

Public Works: PWD Johnson is asking the Council's permission to bid on a mid 1990's front wheel assist John Deere 8300 tractor which is on the Diseth Auction Site. The tractor has been taken care of, has about 8,000 hours and will last the City 15 years or more. Johnson feels buying a tractor outright will save the City \$16,000 plus per year in leasing fees. Johnson is hoping to get the tractor for \$40,000 to \$60,000. Funds are available for the purchase of the tractor. Bell moved and Halvorson seconded to authorized Johnson to bid up to \$90,000 on the tractor. Upon roll call vote Halvorson, Kubat, Bell, Gillespie and Skjerven voted aye with Seim voting nay. M/C.

PWD Johnson brought up fall cleanup. Utility residential customers are instructed to call the plant at 701.284.6399 by 12:00 noon on Friday, October 13th to sign up for pickup. Pickup will start on Monday, October 16th. Acceptable items must be sorted into like piles or it will not be picked up.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Seim moved and Skjerven seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

038653	Postmaster	\$369.98
54	Airborne Vector Control, LLC	\$3,200.00
55	Animal Elskan Inn, LLC	\$560.00
56	Banyon Data Systems, Inc	\$1,230.00
57	Grand Forks Utility Billing	\$117.00
58	CNH Industrial Capital	\$898.57
59	Consolidated Waste, LTD.	\$21,089.70
038660	Core & Main	\$2,727.72
61	Dahlen Plumbing & Heating	\$165.00
62	Elan Financial Services	\$448.73
63	Electric Repair & Replacement	\$8,000.00
64	Farmers Union Service Assoc	\$2,337.00
65	Fleming DuBois & Fleming PLLP	\$2,990.00
66	Funded Depreciation	\$6,500.00
67	Raul Garcia Sr	\$25.04
68	General Funded Depreciation	\$5,000.00
69	Jim's Super Valu	\$50.00
038670	Langdon Fire Equipment	\$660.00
71	Larson Dayton	\$525.00
72	Marvin or Janet McBain	\$46.90
73	Montana Dakota Utilities	\$155.61
74	MMUA	\$3,350.75
75	ND Dept of Environmental Qual	\$166.85
76	ND One Call Inc.	\$46.80
77	Northdale Oil, Inc	\$3,046.46
78	North Star Coop	\$1,884.57
79	Park River Hardware	\$250.85
038680	Polar Communications	\$1,318.27
81	PR Park District	\$1,616.76
82	Ramkota Hotel Bismarck	\$176.40
83	Samson Electric LTD	\$947.64
84	Sewer Repair & Replacement	\$3,700.00
85	Team Laboratory Chemical Corp	\$1,500.00
86	US Bank Equipment Finance	\$255.95
87	Verizon Wireless	\$155.63
88	Wat & Sew Imprv Dist #2016-1	\$9,490.00
89	Water System Repair & Replace	\$9,950.00
038690	Water Tower Fund	\$16,145.00
91	Water Treatment Fund	\$16,027.44
92	Walsh County Press	\$253.34
9859-81	Salaries	\$30,050.86
AW	US Treasury	\$9,160.36

AW	Aflac	\$319.42
AW	BC/BS of North Dakota	\$15,209.10
AW	First United Bank	\$21.65
AW	NDPERS	\$12.70
AW	NDPERS	\$812.50
AW	NDPERS	\$812.50
AW	NDPERS	\$4,914.17
AW	NMPA	\$135,402.83
AW	PSN (Payment Services Network)	\$54.95
Special Funds		
10206	KLJ	\$200.00
Debt Service & Bond Fund		
6378	Border States Electric Supply	\$6,605.88

Berg presented a list of interest rates on checking and savings accounts along with interest rates for CD's, from the three local banks and three banks from out of town. Current interest rates for checking accounts are at .05%, up to 3.00% for savings accounts and various rates on CD's. One bank is offering 4.50% on savings accounts with a pass-through checking account. Interest earned on one account would be \$97,136 .vs \$64,757 per year for a gain of \$32,379. The issue was tabled until next month and City Administration will check with the current bank to see if they can provide the City with better interest rates.

Thompson informed the Council that Mayor Stenvold, Berg and herself will be attending the ND League of Cities training sessions on September 20-22 in Bismarck.

Being no further business, Seim moved to adjourn at 7:22 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

CITY OF PARK RIVER, NORTH DAKOTA, PUBLIC HEARING, MONDAY, SEPTEMBER 11, 2023 AT 5:15 PM.

Published Subject to the Governing Body's Review and Revision

The City of Park River held a Public Hearing of the Park River City Council on Monday, September 11, 2023 at 5:15 PM.

Mayor Dan Stenvold called the Public Hearing to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Cory Seim, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: Kyle Halvorson. Others: Allison Olimb-WC Press, Daryl and Nancy Larson, Terri Thompson, Jon Markusen, WC Deputy Charles Hardy.

Stenvold stated the purpose of the public hearing was to allow the public a chance to comment on or protest the proposed City tax levy increase of 4.55 mills for the 2024 budget year.

City Administration went over the revised 2024 preliminary budget with the Council which showed the corrections made to Funds 362 and 640. There was no one in attendance to comment or protest the 2024 budget. Bell moved and Kubat seconded to approve the 2024 final budget and to increase the mill levy to 105.00 mills. Upon roll call vote, all voted aye. M/C.

Being no further business, Skjerven moved to adjourn at 5:18 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Tuesday, October 10, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Council President Kyle Halvorson called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: Mayor Dan Stenvold and Councilmember Cory Seim. Others: Milo Irvine-WC Press, Char Myrdal and Cheri Loftspeich.

Additions and Changes to Agenda: Add under Citizens Comments FCHC; New Business #4. Street & Utilities Committee.

Comments and Questions from Citizens:

Char Myrdal and Cheri Loftspeich spoke on behalf of the Park River Garden Club to discuss the watering of the hanging baskets. The garden club have taken over the hanging baskets from the Park River Community Club. In the past Leah Stenvold was paid \$500 by the PR Community Club to water the hanging baskets. Myrdal stated the garden club felt Leah Stenvold should be paid \$1,000 for watering the hanging baskets. She has watered them the past several years and knows how much and how often they need to be watered. If the City takes over watering the baskets the position will need to be advertised or possibly the summer help or employees would be tasked with watering the baskets.

Berg presented information received from Marcus Lewis of FCHC regarding their annual Women & Wellness Experience will be held on Friday, October 13th from 5 to 7 PM at the Park River City Hall Auditorium.

Approval of Minutes: Kubat moved and Bell seconded to approve the minutes from the September 11, 2023 regular meeting and the final budget meeting minutes. Upon roll call vote all voted aye. Skjerven moved and Kubat seconded to approve the minutes from the September 9, 2023 special meeting minutes. Upon roll call vote all voted aye.

Unfinished Business: City Attorney Slaamod reported on the storm sewer project. KLJ informed Slaamod they have the final copy of the contract ready for signatures.

The Streets and Utilities Committee met regarding the hanging baskets. Kubat presented the following recommendation from the committee: To move the baskets parallel to the street. PWD Johnson stated they moved the baskets to the street side and raised them up about two feet so they do not interfere with the street sweeper. If the City takes over the watering it will be done so the city is in compliance regarding advertisement and hiring of a person for this position. If the Garden Club feels they want Leah Stenvold, rather than the City, to water the plants and pay her \$1,000 they can hold a fund raiser to cover her wages.

City Attorney: Slaamod reported the Contracts Policies Committee met and discussed garbage can stands and placement. Members individually drove around Park River and did not see any problems with current placement. Upon the committee recommendation, they are recommending to not change the ordinance.

Slaamod presented a change to Ordinance 3.A Relating to Control of Animals and Poultry. He presented the revised Section 2. Relating to chickens to clarify some of the language. The Contracts and Policies Committee met and discussed allowing goats and sheep into City limits for the purpose of a commercial nature. They are recommending the following addition as Section 3. Exception to Goats and Sheep in the City of Park River:

Gillespie moved and Bell seconded to approve the first reading of the following ordinance:

RESOLUTION TO AMEND CITY OF PARK RIVER ORDINANCE, CHAPTER 3.A - AN ORDINANCE RELATING TO CONTROL OF ANIMALS AND POULTRY.
(Entire preliminary ordinance may be viewed at the City Auditor's office)

Upon discussion, Skjerven voiced her concerns about approving an ordinance to allow goats in town when we cannot control dogs and cats at large along with people having chickens when they do not have the proper licensing and permits. Kubat felt the City would be opening a can of worms and said say no to more farm animals in city limits. Berg asked if the use of goats is limited to properties along coulees or if it would be open to all properties? Slaamod was asked to change the ordinance to only allow the commercial use of goats along properties with coulees for the second reading. Slaamod mentioned there is an exception for placement of animals in City limits during the Walsh County Fair and the July 4th parade. There is also a section dealing with penalties for non-compliance with the ordinance. The entire updated Ordinance 3.A. Sections 1-5 will be published in the official newspaper after the final passage.

Dated and adopted this _____ day of _____, 2023.

CITY OF PARK RIVER, NORTH DAKOTA

ATTEST:

Daniel J Stenvold, Mayor

Nancy Thompson, City Coordinator/Auditor

The governing body of the political subdivision acted on the foregoing resolution on the 10th day of September, 2023.

Roll Call Vote

Aye: Corrine Bell, Ken Gillespie with Council President Kyle Halvorson breaking the tie.

Nay: Leah Skjerven and Dennis Kubat

Absent: Cory Seim and Mayor Dan Stenvold.

Abstain: None

After the vote, the presiding officer declared the resolution adopted.

First Reading: 10-10-2023

Seconded Reading: 2023

The schedule of fees was discussed. Fees associated with the goat ordinance will be added to the schedule along with a correction to the commercial building permit from \$10000, 000.to \$100,000.

Committees: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through September 2023 were up by 0.06% or \$240.92. Berg also reported that year-to-date quarterly on-line sales taxes collections are up 6.15% or \$1,904 over the 2022 3rd Qtr YTD on-line collections. Bell moved and Skjerven seconded to approve the sales tax report into record. Upon roll call vote, all voted aye. M/C.

PR Community Club: Thompson reported they are working on the Trunk or Treat event to be held on Sunday, October 29th and have started planning for the Gala in February.

PR Development Corp: Thompson reported they have an offer to purchase the Centennial building.

PR Housing Authority: A meeting is scheduled for Tuesday; October 17th and the new flooring may have been ordered.

PR Park District: City Administration reported they met with John Markusen, Terri Thompson and Misty Praska regarding fundraising, financing and ideas for the new events center. Also at the meeting were Ken Gillespie.

Wards: Gillespie asked if Public Works could look at filling in the pothole at the intersection of Hwy 17 and Cty Rd 12. PWD Johnson responded the pothole had been filled in but the truck traffic has torn the patch out and the City may need to look at replacing the asphalt with a concrete apron like on the intersection of Hwy 17 and Briggs Ave S.

Committees with nothing to report: PR Airport Authority, Bike Path, PR Public Library and Strategic Planning.

New Business: City administration asked for permission to apply for the 2023 Walsh County ½ self-help mill. In previous years the city has received up to \$1,500 and would like to use the funds towards the new phone system. Bell moved and Gillespie seconded to approve the request. Upon roll call vote, all voted aye. M/C.

Thompson, on behalf of the PR Community Club, is asking the Council's permission to close 5th Street East between Railroad Ave W and Briggs Ave S for the Trunk or Treat festivities on Sunday, October 29th between 1:30 and 4:00 pm. Bell moved and Skjerven seconded to approve the request. Upon roll call vote all voted aye. The Fire Department and Ambulance service will be notified of the closure.

Several months ago, designating a dedicated truck route was mentioned. The Streets and Utilities Committee is being asked to meet and bring a recommendation to the Council.

Mayors Comments: Halvorson, on behalf of Mayor Stenvold, mentioned the formation of a Finance and Auditing Committee and each ward will be represented by the following appointed Councilmembers; Gillespie, Seim and Bell upon their acceptance of their appointment.

Public Works: PWD Johnson informed the Council he did not purchase the mid 1990's front wheel assist John Dere 8300 tractor on the Diseth Auction Site. Johnson stated the tractor went for about \$71,000. He is still looking to purchase rather than lease. Walsh County currently leases a tractor for mowing and Johnson will talk to them about the possibility of sharing a lease.

Johnson informed the Council the culvert for the storm sewer arrived and he has permission from one of Heartland Eye Care owners, Dr. Mark Helgeson, to access the project area from the north side of their property. The project may still get completed this fall if the weather holds or will be done after spring runoff.

Milo Irvine left at 6:44 pm.

Auditor & Assessor Reports: Thompson presented this month's bills and financial reports to the Council. Bell moved and Kubat seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38693	Postmaster	369.61
94	Animal Elskan Inn, LLC	240.00
95	Banyon Data Systems, Inc	1,230.00
96	Ann E Berg	373.16
97	Border States Electric Supply	5,565.09
98	Grand Forks Utility Billing	52.00
99	CNH Industrial Accounts	1,013.70
38700	Consolidated Waste, LTD.	20,928.45
1	Corrine Lindgren	100.00
2	Dale's Small Engine Repair LLC	299.99
3	Elan Financial Services	795.18
4	Eric Kivon	809.05
5	Farmers Union Service Assoc	624.00
6	Fleming DuBois & Fleming PLLP	3,450.00
7	Funded Depreciation	6,500.00
8	General Funded Depreciation	5,000.00
9	Jacob Lerma	150.00
38710	Juan Castillo Jr	150.00
11	KLJ	550.00
12	Linde Gas & Equipment Inc	379.15
13	Loren's Appliance & AC Repair	170.00
14	Mark French	200.00
15	Montana Dakota Utilities	190.35
16	ND Dept of Environmental Quality	222.47
17	ND Dept of Health & Human Services	230.11

18	ND One Call Inc.	31.20
19	NDLC	1,050.00
38720	Northdale Oil, Inc	1,679.28
21	North Star Coop	1,824.86
22	Park River Hardware	180.92
23	Polar Communications	786.42
24	PR Park District	1,629.49
25	Radisson Hotel Bismarck	793.80
26	Sanitation Products Inc	1,247.24
27	Dan Stenvold	443.80
28	Team Laboratory Chemical Corp	3,287.00
29	Nancy Thompson	45.00
038730	Tobin or Cheryl Welch	146.05
31	US Bank Equipment Finance	207.55
32	Verizon Wireless	139.03
33	Water Treatment Fund	11,972.07
34	Wayne's Variety	33.98
35	Walsh County Auditor	27,251.51
36	Walsh County Fair Association	100.00
37	Walsh County Press	337.12
38	WC Record	81.00
39	Ye Olde Medicine Center	24.90
9882-9901	Salaries	28,017.76
AW	US Treasury	8,593.35
AW	Aflac	319.42
AW	BC/BS of North Dakota	15,209.10
AW	First United Bank	21.95
AW	NDPERS	12.70
AW	NDPERS	812.50
AW	NDPERS	812.50
AW	NDPERS	4,944.35
AW	Northern Municipal Power Agency	123,571.97
AW	PSN (Payment Services Network)	54.95
Debt Service and Bond Fund		
6379	Bank of North Dakota	34,273.36
6380	Cannon Technologies Inc	8,002.80
6381	First United Bank	10,757.75
6382	US Bank	13,668.75
6383	Zions Bank	22,880.00

Gillespie moved and Skjerven seconded to approve the 2023 budget to actual figures. Upon roll call vote, all voted aye. M/C.

Skjerven moved and Bell seconded to approve the Bank of ND Pledge of Securities dated August 24, 2023. Upon roll call vote, all voted aye. M/C.

City Administration discussed delinquent utility accounts. Thompson is asking the Council to consider changing the number of days before past due accounts are scheduled for shutoff. Currently accounts whose bill remains unpaid for 1 month after the date of said bill can be disconnected five days after notice of disconnect. There are approximately ten accounts who are constantly delinquent and have even had the utility balance assessed to their property taxes. This brings their account back to zero and yet they continue to be delinquent. Thompson stated bills are due the 15th of each month and delinquent on the 16th and would like the ordinance changed to allow disconnecting past due accounts by the end of each month. On average about 50 delinquent letters are mailed out each month. Berg informed the Council the Accounts Receivable balance for accounts three months overdue is \$33,650, two months past due \$8,700 and one month overdue \$19,400 totaling approximately \$60,000. However, the past due total is higher as budget billing accounts with credit balances removed would probably add an additional \$20,000 to \$25,000 to the \$60,000 past due balances. Council tasked Slaamod with updating the delinquent portion of the utility ordinance.

Last month interest and CD rates were discussed. Halvorson asked the newly appointed Finance and Auditing Committee to meet and review.

Being no further business, Kubat moved to adjourn at 7:24 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Kyle Halvorson, Council President

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, November 13, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Cory Seim, Dennis Kubat and Corrine Bell, City Attorney Larry DuBois, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: None. Others: Allison Olimb-WC Press, WC Deputy Charlie Hardy.

Additions and Changes to Agenda: None.

Comments and Questions from Citizens: None.

Approval of Minutes: Skjerven moved and Bell seconded to approve the minutes from the October 10, 2023 regular meeting. Upon roll call vote all voted aye.

Unfinished Business: PWD Johnson reported the culverts for the storm sewer project have arrived. If the weather holds the culverts may be installed this fall.

Thompson reported there have been reports of semis driving on city streets. Councilman Seim was going to investigate load limits and designating a possible truck route. The matter was sent to the Streets and Utilities Committee to present a recommendation at next month's meeting.

City Attorney: DuBois presented Ordinance 3.A Relating to Control of Animals and Poultry, Section 3. Exception to Goats and Sheep in the City of Park River:

Halvorson moved and Bell seconded to approve the changes to the resolution's first reading approved at the October 10, 2023 Council meeting. Upon roll call vote the following voted: Aye: Halvorson, Bell and Gillespie. Nay: Skjerven, Seim and Kubat. Mayor Stenvold broke the tie by voting "aye." M/C.

RESOLUTION TO AMEND CITY OF PARK RIVER ORDINANCE, CHAPTER 3.A - AN ORDINANCE RELATING TO CONTROL OF ANIMALS AND POULTRY.

WHEREAS, the City Council of the City of Park River, North Dakota, declares it to be for the health and safety to amend an established ordinance regarding the regulation and control of animals and poultry located in the City of Park River.

NOW, THEREFORE, be it resolved by the City Council of the City of Park River, North Dakota, that, Chapter 3.A of the City of Park River Municipal Ordinances is hereby amended to the following:

SECTION 1.

ANIMALS AND POULTRY NOT TO BE RAISED OR KEPT IN CERTAIN AREAS,

PENALTY. No person or person shall raise or keep any domestic animals or poultry, or both, of the species of the species of horses, mules, asses, cattle, sheep, goats, swine, geese, chickens, ducks, turkeys, peacocks, guinea hens, or similar livestock or fowl within the city limits of the City of Park River except as follows:

SECTION 2.

EXCEPTION TO CHICKENS IN THE CITY OF PARK RIVER. Persons may raise or keep chickens in the City of Park River, with the following restrictions:

1. A person may have up to 8 hen chickens, provided that the person keeping or raising chickens has obtained a license to do so from the City of Park River.
2. No male chickens or roosters shall be kept or raised in the City of Park River.
3. A person seeking to obtain an initial license for the keeping or raising of chickens must first obtain 75% approval from the property owners within 200 feet of the coop in which will house the chickens.
4. Applicant shall pay an initial license fee and annual renewal fee as is more accurately included on the schedule of fees and rates which is included in these ordinances and adopted herein by reference.
5. In the event a complaint has been filed with the City of Park River prior to the renewal of said license with the past calendar year, the Building Inspector will determine if the license renewal is issued. If no complaints have been filed, the renewal shall be considered extended for an additional year provided payment is received.
6. The slaughtering or processing of chickens on the premises is prohibited.
7. A separate coop and run is required to house the chickens. The coop must be located in the rear and be setback at least five feet from the property lines.
8. All premises on which hens are kept or maintained shall be an enclosed fence and be kept clean from filth, garbage, and any substances which attract rodents. The coop and its surrounding area must be cleaned to control odor so as not to be detectible on another property.
9. All grain and food stored for the use of the hens on premises with a chicken license shall be kept in a rodent proof container. All applicants must notify the owner of the property if the applicant is not the owner.
10. A complaint against any person owning, keeping, or harboring chickens may be filed with the City of Park River Building Inspector. If an investigation from the Building Inspector reveals that the use of chickens

is in violation of this section or any other section of this Code, the City Building Inspector shall have the authority to require the owner or user of the property to fix, abate, or alleviate the problem. If the problem is not satisfactorily abated or alleviated the City Building Inspector shall have the authority to revoke the license.

SECTION 3.

EXCEPTION TO GOATS AND SHEEP IN THE CITY OF PARK RIVER: It is the purpose of this section to permit the keeping of and maintenance of goats and sheep brought in temporarily for the purposes of vegetation management. Subject to the provisions of this section.

1. The City may allow the temporary keeping of goats and/or sheep in *all* zoning districts for vegetation management with a permit issued by the City Auditor.
2. Permit Required:
 - a. No person shall stable, keep or permit goats or sheep to remain on any lot or property within the City of Park River without a permit. The City Auditor or their designee shall grant a permit for goats and/or sheep after the applicant has met all requirements contained in this ordinance.
 - b. The City Auditor shall grant a permit for the temporary keeping of goat and/or sheep after the property owner has obtained the written consent of at least 75% of the property owners of privately or publicly owned real estate that is located adjacent on the outer boundaries of the premises in which the permit is being sought.
3. Where an adjacent property consists of a multiple dwelling or multi-tenant property, the applicant need only obtain the written consent of the owner, manager, or the other person in charge of the building. Such written consent shall be required on the initial application and as for any further extension of the Application: Any person requesting a permit required under the provisions of this ordinance shall make written application to the City Auditor upon a form prescribed by and containing such information as required by the City Auditor. The application shall contain the following information:
 - a. A legal description of the real property upon which it is desired to keep goats or sheep.
 - b. The breed and number of goats or sheep to be maintained on the premises.
 - c. The timeframe for grazing at the property.
 - d. The current vaccination records of all goats and/or sheep that will be on the property.
 - e. A site plan of the property showing the location and size of the proposed grazing area.
 - f. The method of containment which will be used to keep the goats and/or sheep within the boundaries of the property.
 - g. List of person(s) managing and monitoring the goats and sheep.
 - h. Statements that the applicant will at all times keep the goats and sheep in accordance with all of the conditions prescribed by this section, of modification thereof, and that the failure to obey such conditions will constitute a violation of the provisions of this ordinance and grounds for cancellation of the permit and/or issuance of a citation to the applicant.
4. Limitations for the keeping of goats and sheep.
 - a. Permitted and prohibited goats and sheep: All female goats and sheep, and wethers, (castrated male goats and sheep) are permitted in the successful granting of a permit by the City Auditor. Noun-castrated male goats or sheep shall be allowed in the City of Park River under any permit.
 - b. Containment: Every owner, keeper, custodian or harbinger of goats or sheep shall erect and/or maintain a fence of suitable integrity to properly contain or have secured leads that restrict the movement of the goats and sheep from any place other than the property applied for in the initial application. Plastic fencing, or sometimes referred to as "snow fence", shall not be allowed or constitute proper containment materials.
 - c. Number of goats or sheep allowed: Up to four goats or sheep on parcels that are 10,000 square feet in area of less, with one additional goat or sheep per every 1,000 square feet of lot over 10,000 square feet, to a maximum of no more than 6 goats or sheep per parcel.
 - d. Maintenance: All sites on which goats or sheep are kept or maintained shall be kept clean from filth, garbage, and any substance which attracts rodents.
 - e. Odor: The site shall be cleaned frequently enough to control odor. Manure shall not be allowed to accumulate in a way that causes an unsanitary condition or causes odors detectible on another property. Failure to comply with these conditions may result in the city revoking the permit and requiring the removal of the goats or sheep from the premises.
 - f. Nuisance: Goats or sheep shall not be kept in such a manner as to constitute a nuisance to the occupants of adjacent properties.
5. Violations:
 - a. Any person violating this ordinance shall be deemed guilty of a B misdemeanor.
 - b. If any person is found guilty by a court for violation of this ordinance, their permit to temporarily keep goats or sheep shall be deemed automatically revoked and no new permit may be issued for a period of one year.
 - c. Any person violating any conditions of this permit shall reimburse the city for all costs borne by the city to enforce the conditions of the permit including but not limited to the pickup and impounding of goats and sheep.
6. Terms of permit:
 - a. The terms of the permit shall be no longer than two (2) days at a time for the allowance of goats and/or sheep in the City of Park River.
 - b. No property owner or person shall store on a property goat for more than 20 days in any 12-month period starting with the date the animals are moved on the parcel. The city may grant a time extension of an additional 20 days, provided the property owner receives approval from the City Council by a majority vote.
7. Application Fees:
 - a. The application fee for a goat or sheep permit under this article shall be set by the City Council more accurately included on the schedule of fees and rates which is included in these ordinances and adopted herein by reference.
8. Revocation:
 - a. Such permit may be modified from time to time revoked by the City Auditor for failure to conform to such, restrictions, limitations and/or prohibitions. Such modifications or revocation shall be effective after five (5) days following the mailing of written notice thereof by certified mail to the person or persons keeping or maintain such goats or sheep.

SECTION 4:

EXCEPTION TO ANIMALS AND POULTRY IN THE CITY OF PARK RIVER: The restrictions on the raising and keeping of animals and poultry shall not apply to the temporary placement of animals or poultry during the Walsh County Fair or the 4th of July parade held in the City of Park River.

Dated and adopted this 13th day of November, 2023.

CITY OF PARK RIVER, NORTH DAKOTA ATTEST:

Daniel J Stenvold, Mayor

Nancy Thompson, City Coordinator/Auditor

The governing body of the political subdivision acted on the foregoing resolution of the 13th day of November, 2023.

Adoption moved by Halvorson and seconded by Gillespie. Upon roll call vote the following voted:

Aye: Halvorson, Bell and Gillespie. Mayor Stenvold broke the tie by voting "aye."

Nay: Skjerven, Seim and Kubat.

Absent: None

Abstain: None.

After the vote, the presiding officer declared the resolution adopted.

First Reading: October 10, 2023. Second Reading: November 13, 2023.

Committees: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through October 2023 were up by 0.02% or \$85.31. Berg reported the Sales Tax Committee met and are recommending passage of the following items from the Economic Development Fund: \$5,000.00 for the Real Good NE ND for promotion of jobs and tourism specific to Park River; \$20,000.00 for the 2024 Store Front Grants; and \$7,500.00 for 2024 operating capital. Bell moved and Seim seconded to approve the above recommendations. Upon roll call vote, all voted aye. M/C.

PR Community Club: Thompson reported the Trunk or Treat event held on Sunday, October 29th had about 250 children participating. Super Santa Saturday is the next event on the calendar & will be held on Saturday, December 2nd from noon until 6:00 pm. Work continues on the Gala in February and will be held at the Alexander House this year. Only 150 tickets will be sold this year. Seim reported there will be a cornhole league again this year starting in January.

PR Development Corp: Thompson reported they have sold the Centennial building to HMR CPAs. The WC Press is looking for a building to rent; preferably on Briggs Ave S. Achieve Therapy LLC is closing their office in Park River as they no longer have a physical therapist in town.

PR Housing Authority: There is a party interested in purchasing the apartment buildings.

PR Public Library: Will be holding their annual Crazy Christmas Sweaters for A Cause on December 15th which raises money for the Imagination Library.

Wards: Skjerven reported concerns about traffic speeding in the vicinity of Hill Ave N. Halvorson reported there have been vehicles drag racing on County Road 12B between Highway 17 and the PR Area School around 6:30 am. WC Deputy Hardy stated this was the first he was notified of these problems. He advised Council to have residents with complaints to call dispatch at 701.352.2041 and make a report with the WC Sheriff's Dept so these matters can be addressed by law enforcement.

Seim asked if hunting was allowed in City limits and was advised even though there is nothing in City Ordinances there is a section in N.D.C.C. Seim will report no to hunting in City Limits.

Employee Relations: Halvorson reported the committee met on October 25th and are recommending the following items for consideration.

Clarification on Public Works Certification: Water Distribution, Waste Water Collection and Treatment – upon receiving certificates for all three Level 1s will receive a \$.25 per hour increase; Water Distribution, Waste Water Collection and Treatment – upon receiving certificates for all three Level 2s will receive a \$500.00 bonus per each of the three certificates; and Water Treatment Level 3s will receive a \$5,000.00 bonus based on a sliding scale on the number of years it takes to obtain the certification. Halvorson moved and Seim seconded to approve the clarification on PW Certification as stated above. Upon roll call vote all voted aye.

Employee Christmas Bonuses: Full time employees will receive \$500.00 and year-round parttime employees will receive \$250.00 which will be given in Park River Bucks: Upon roll call vote all voted aye.

2024 Employee Raises: Give a three percent raise to the following employees in 2024: Raise Galen Bosh to \$22.44 per hour, raise Whitney Adams to \$26.61 per hour and raise Barbara Ferguson to \$17.70 per hour. Halvorson moved and Seim seconded to approve the afore mentioned three percent 2024 raises. Upon roll call vote all voted aye.

Matt Hell 2024 Increase & Raise: Recommended in 2024 giving Matt Hell a \$1.00 per hour increase to \$20.00 per hour plus the three percent raise to \$20.60 per hour. Halvorson moved and Bell seconded to approve the afore mentioned increase and raise for Matt Hell in 2024. Upon roll call vote all voted aye.

2024 Raises for Salaried Employees: Recommended in 2024 to give salaried employees the following increases: Dee Jay Johnson a \$7,000.00 increase to \$71,001.60 per year, Joshua Irvine a \$7,000.00 increase to \$62,000.00 per year, Nancy Thompson a \$4,000.00 increase to \$71,695.26 per year and Ann Berg a \$3,500.00 increase to \$62,595.92 per year. Halvorson moved and Seim seconded to approve the afore mention increases for salaried employees in 2024. Upon roll call vote all voted aye.

Bonuses For Uncompensated Overtime Hours: Recommended giving Dee Jay Johnson a \$10,000.00 bonus and Joshua Irvine a \$7,000.00 bonus for uncompensated overtime. Halvorson moved and Gillespie seconded to approve the afore mentioned bonuses. Upon roll call vote all voted aye.

Committees with nothing to report: PR Airport Authority, Bike Path, PR Park District and Strategic Planning.

New Business: Thompson, on behalf of the PR Community Club, is asking the Council's permission to close the alley from 5th St E & 6th St E between the City Hall Auditorium and the American Legion building for the Super Santa Saturday event on Saturday, December 2nd between 12 noon and 6:00 pm. There will be horse drawn rides departing from the south side of the legion building and later the PR Vol. Fire Dept. will have fire rings setup for the Smores event Allison Olib asked if barricades could also be put up on the west side of the auditorium steps for vendor loading/unloading and for people to listen to the school aged carolers. PWD Johnson was asked to put out the blue plastic barrels for trash during the event. Bell moved and Skjerven seconded to approve the request. Upon roll call vote all voted aye. The Fire Department and Ambulance service will be notified of the closure.

Council discussed if there is a need for a snow removal policy. Currently City Administration posts notices on the city Facebook page and website asking for vehicle owners to refrain from parking on the streets to help speed up snow removal. Currently there is nothing in city

ordinances defining vehicle parking procedures to follow when snow removal is done on Briggs Ave S or on any city street. During the first snow fall in October, four vehicles were parked in the area in front of the Sr. Citizens building. When the public works employees started cleaning the street at 4:00 am they had to go around these vehicles leaving a large portion on the east side of the 400 block of Briggs Ave S uncleaned. Additional snow was added when the sidewalks were cleaned. This created a hazard for senior citizens coming for the noon meal. Various options for notification were discussed. Posting snow removal signs with no parking times listed for Briggs Ave S; posting a notice on the First United Bank sign; sending letters to renters and landlords asking them to park on the alley side of their apartments/buildings or on the side streets. City ordinance does state how long vehicles can be parked on the street before they must be moved or receive a ticket or be towed.

The Christmas Lighting Contest was discussed and Council agreed to award the same amount of utility credits as last year. Seim moved and Halvorson seconded to have several people judge the lighting contest participants and chose the winners. Winners will receive an energy credit on their January utility bill as follows: 1st Place-\$250.00, 2nd place \$150.00 and 3rd place \$100.00. Upon roll call vote, all present voted aye. M/C. Seim will find people to judge the lights.

Thompson informed the Council PWD Johnson, Berg and herself met and discussed increasing the water distribution rate from \$6.00 to \$8.00 per 1,000 gallons. The main reason for increasing the rate is due to the 50%-plus increase in chemical to treat the water which raised the wholesale rate. Distribution rates have not been increased in several years and with additional work needed on equipment an increase is needed to keep the fund from operating at a loss. They asked for the increase to start on January 1, 2024. Bell moved and Gillespie seconded to approve the \$2.00 per 1,000 gallon increase to go into effect on January 1, 2024. Upon roll call vote, all present voted aye. M/C.

Mayors Comments: None.

Public Works: PWD Johnson informed the Council he purchased an International 8940 front wheel assist tractor with 9,300 hours from the Larry Toews Farm for \$48,000. A tractor listed on an auction site went for more than Johnson was authorized to spend. Johnson also informed the Council the new snow blower will be delivered tomorrow at a cost of \$12,000. Purchase of the equipment was approved at a previous meeting.

Auditor & Assessor Reports: Thompson presented this month's bills. Skjerven moved and Bell seconded to approve payment of the following bills and approve the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38740	Postmaster	373.37
41	Acme Tools	769.99
42	Animal Elskan Inn, LLC	460.00
43	Banyon Data Systems, Inc	1,335.00
44	Border States Electric Supply	460.98
45	CNH Industrial Accounts	4,432.90
46	Consolidated Waste, LTD.	21,126.20
47	Dahlen Plumbing & Heating	300.00
48	Dale's Small Engine Repair LLC	545.93
49	Don Greicar	1,605.00
38750	Elan Financial Services	701.82
51	Electric Repair & Replacement	8,000.00
52	Fleming DuBois & Fleming PLLP	0.00
53	Funded Depreciation	6,500.00
54	General Funded Depreciation	5,000.00
55	Jim's Super Valu	163.73
56	KLJ	900.00
57	Kringstad Ironworks INC	88.14
58	Daryl Larson	1,602.00
59	Leon's Building Center, Inc	29.38
38760	Montana Dakota Utilities	437.68
61	MMUA	167.53
62	ND One Call Inc.	47.40
63	Northdale Oil, Inc	3,119.45
64	North Star Coop	1,524.67
65	Park River Hardware	166.86
66	Polar Communications	1,466.15
67	PR Park District	1,377.51
68	Quill Corporation	511.88
69	Bismarck Hotel & Conference Center	192.60
38770	Red River Regional Council	140.00
71	Samson Electric LTD	233.38
72	Sanitation Products Inc	2,666.50
73	Sewer Repair & Replacement	3,700.00
74	Team Laboratory Chemical Corp	3,150.00
75	The Village Family Service Cen	1,500.00
76	True North Steel	13,617.62
77	US Bank Equipment Finance	170.93
78	Verizon Wireless	104.51
79	Wat & Sew Imprv Dist #2016-1	9,490.00

38780	Water System Repair & Replace	9,950.00
81	Water Tower Fund	16,145.00
82	Water Treatment Fund	12,026.85
83	Wayne's Heating & Cooling Inc	864.00
84	Walsh County Auditor	20,336.70
85	Walsh County Press	553.10
86	WC Record	69.00
9902-9921	Salaries	27,591.05
AW	US Treasury	8,456.14
AW	Aflac	319.42
AW	BC/BS of North Dakota	15,209.10
AW	First United Bank	22.10
AW	First United Bank	168.96
AW	Job Service ND	107.87
AW	Main Street Checks	46.88
AW	Main Street Checks	46.88
AW	ND ST Tax Commissioner	413.24
AW	NDPERS	812.50
AW	NDPERS	4,838.16
AW	NDPERS	812.50
AW	NMPA	137,807.44
AW	PSN (Payment Services Network)	54.95
Debt Service and Bond Fund		
6384	Cannon Technologies Inc	13,667.75
Special Funds		
10207	Red River Regional Council	5,000.00
10208	PR Economic Development Corp	27,500.00
10209	Toews Farms LLP	48,000.00

Halvorson moved and Kubat seconded transferring \$100,000 from the Municipal Utility Electric Fund to the General Fund. Upon roll call vote, all present voted aye. M/C.

Gillespie moved and Kubat seconded to approve the financial reports into record. Upon roll call vote, all voted aye. M/C.

Berg presented the assessor's report to the Council. She informed the Council that all valuation assessments were completed using the 2009 Vanguard Real Property Appraisal Manual which have sliding percent scales to use for yearly valuation adjustments. She reported out of 796 properties considered residential 495 have had interiors viewed and 223 have been viewed from the street and 78 are considered exempt properties. Out of 124 properties considered commercial, nine are centrally assessed by the state, 31 have had interiors viewed and 84 have been viewed from the street and need exteriors to be measured and verified against the property cards. Sales comparisons were used to help figure valuations as of February 1, 2023. Berg stated she has received the new appraisal manual and will need to go through every property valuation spreadsheet and refigure using the new figures and depreciation schedules. This will possibly increase or decrease valuations. Onsite visits were slowed by COVID and the retirement of billing clerk Hensel with Berg working on utility billing during time previously spent on assessments. Berg was asked how she places a value on properties where the owner will not allow her to enter and view the interior of the property. She explained during training they are instructed to use the most improved home in the area, comparable in size and age, to figure the value. Current year to date sales ratios is at 92.83%. Halvorson thanked Berg for the report.

Being no further business, Seim moved to adjourn at 6:46 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, December 11, 2023 at 5:30 PM.

All present recited the Pledge of Allegiance.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Ken Gillespie, Leah Skjerven, Kyle Halvorson, Dennis Kubat and Corrine Bell, City Attorney Dustin Slaamod, Public Works Director (PWD) DeeJay Johnson, Coordinator/Auditor Nancy Thompson and Assessor/Deputy Auditor Ann Berg. Absent: Cory Seim. Others: Allison Olimb-WC Press, WC Deputy Charlie Hardy, Marcus Lewis-F.C.H.C. and Jon Markusen of KLJ. Joe Fietek arrived at 5:47 pm.

Additions and Changes to Agenda: None.

Comments and Questions from Citizens: Lewis reported the F.C.H.C Scrubs Camp had 36 students who attended the two-day Scrubs Camp. This year besides regular health care, veterinary, optometry and chiropractic fields were also represented.

Approval of Minutes: Halvorson moved and Bell seconded to approve the minutes from the November 13, 2023 regular meeting. Upon roll call vote all voted aye. Skjerven moved and Gillespie seconded to approve the minutes from the November 20, 2023 special meeting. Upon roll call vote all voted aye.

Unfinished Business: Thompson reported there was no meeting of the Streets & Utilities Committee to discuss semis driving on city streets. The matter was resented to the Streets and Utilities Committee to present a recommendation at next month's meeting.

City Attorney: Nothing to report.

Committees: *Sales Tax:* Berg informed the Council the Sales Tax year to date collections through November 2023 were up by 2.43% or \$85,311,900.98. Kubat moved and Bell seconded to approve the Sales Tax report into record. Upon roll call vote, all voted aye. M/C.

PR Community Club: Thompson reported the Super Santa Saturday was well attended. There were 32 vendors in attendance between the hall and legion. The children sang songs, reindeer grazed on the grass and the PR Vol Fire Dept hosted roasting of S'mores.

PR Development Corp: Thompson reported they have sold the Centennial building to HMR CPAs.

PR Park District: Berg reported Parks & Rec Director Misty Praska mentioned preliminary work has started on the new splash pad located by the new baseball complex.

Employee Relations: Halvorson reported the committee met on October 25th and are recommending the following items for consideration.

Public Works Certification: Water Treatment, Water Distribution, Waste Water Collection and Treatment – upon receiving certificates for all four Level 1s, the employee will receive a \$.50 per hour increase across all departments and will receive a one-time \$500.00 bonus. Halvorson moved and Gillespie seconded to approve the afore mentioned increase for Level 1 certificates and the bonus. Upon roll call vote all voted aye. Bonuses For Uncompensated Overtime Hours: The Committee recommended giving a \$2,500.00 bonus for uncompensated overtime to each City Administration employees, Nancy Thompson and Ann Berg. Halvorson mention next year administrative staff will flex any overtime rather than receiving a bonus. Halvorson moved and Skjerven seconded to approve the afore mentioned bonuses. Upon roll call vote all voted aye.

Committees with nothing to report: PR Airport Authority, Bike Path, PR Housing Authority, PR Public Library, Wards and Strategic Planning.

New Business: Mayor Stenvold asked Marcus Lewis of FCHC to step forward to discuss parking issues along residential streets near the hospital. Stenvold stated many people have contacted him and complained and to the city office about hospital employees parking in front of their homes all day; so their family and friends have no where to park when they come to visit. Stenvold asked Lewis of FCHC if their employees could park below the hill on the north side of the hospital. Lewis responded there is a safety issue for the employees who would need to walk up a very steep incline to get to work. Lewis reported since 2017 the hospital staff has grown from 80 to 140 employees to cover many of the new services the hospital provides to Park River and the surrounding communities. Lewis informed those present the hospital has plans in the works to add 40-80 parking spots but parking issues will become worse before they become better. Lewis is asking those with parking concerns caused around the hospital to stop in and visit with him.

Thompson is asking the Council's permission to look for a new company to audit the City's financials. For many years Mortenson & Rygh, now Hurr, Mortenson & Rygh, have audited the City's audits for the State of ND and is taking them longer every year to finish. They came to the office in July 19th to the 21st to start the 2021 audit and said they should have the audit completed in two weeks after their on-site visit. Thompson and Berg have called and emailed asking when the audit will be completed and, in each instance, they have given a completion date and the date comes and the audit is still not done. Berg reported the 2021 books need to be closed for the city to open the books for 2024 fiscal year. Currently the computer software only allows three years to be open at a time so having the 2021 audit completed is necessary. Thompson also noted the State of ND, along with some of our bonding finance companies, has contacted the city asking for the 2021 audit. NMPA needs the electrical portion of the audit to be completed for their bonding and have also reached out to them. The Council gave Thompson permission to contact other auditing firms about working on future city audits.

City Administration reported the \$.004 per kWt electric sur-charge rate charged by NMPA, listed on the monthly utility bills, has been rolled over into the regular electric rate. Halvorson moved and Bell seconded to roll the electric sur-charge into the regular electric rate. Upon roll call vote all voted aye. The change will take affect on January 1, 2024.

Mayors Comments: None.

Public Works: PWD Johnson informed the Council representatives from Eaton Cooper will be here helping setup the gateways for the auto read meter system. Electric meters will be installed in Sandwood Addition for a trial run in January or February. Johnson stated the broadband fiber will need to be installed prior to the auto read relay installation.

Johnson asked for the Council's permission to purchase a new set of tires for the payload. The low-grade tires that came with the new payload, when it was purchased, do not work well on snow causing the payload to slide around. Johnson would like to purchase a heavy duty set that will provide more traction and help speed up snow removal. The cost for four tires is between \$10,000 and \$12,000., includes installation and should last at least ten years. Gillespie moved and Bell seconded to approve Johnson's request to purchase the new tires as mentioned above. Upon roll call vote all voted aye.

Auditor & Assessor Reports: Thompson presented this month's bills and financials for approval. Skjerven moved and Kubat seconded to approve payment of the following bills and the financial reports as presented. Upon roll call vote, all voted aye. M/C.

General Fund & Municipal Utilities

38787	Toews Farms LLP	48,000.00
88	Postmaster	372.43
89	First United Bank	4,000.00
38790	Linn's Tex-Mex	143.70
91	Ann E Berg	269.90
92	Border States Electric Supply	8,356.12
93	Bruce Eikenberry Windows	15.00
94	Grand Forks Utility Billing	260.00
95	CNH Industrial Accounts	1,637.11
96	Consolidated Waste, LTD.	20,866.45
97	Dale Pecka	225.00
98	East Side Garage	1,034.67
99	Elan Financial Services	723.40
38800	Electric Repair & Replacement	8,000.00
1	Fleming DuBois & Fleming PLLP	5,076.94
2	Funded Depreciation	6,500.00
3	General Funded Depreciation	5,000.00
4	IAAO	240.00
5	Jim's Super Valu	45.26
6	Kringstad Ironworks INC	113.44
7	Montana Dakota Utilities	1,058.75
8	My Little Nest Egg	150.00
9	ND One Call Inc.	11.15
38810	NDLC	1,451.00
11	Northdale Oil, Inc	670.69
12	North Star Coop	5,465.35
13	Park River Hardware	244.85
14	Polar Communications	814.58
15	PR Community Club	500.00
16	PR Park District	1,849.64
17	Quill Corporation	552.10
18	Riteway Business Forms	338.50
19	Sewer Repair & Replacement	3,700.00
38820	US Bank Equipment Finance	413.50
21	Wat & Sew Imprv Dist #2016-1	9,490.00
22	Water System Repair & Replace	9,950.00
23	Water Tower Fund	16,145.00
24	Water Treatment Fund	11,333.19
25	Wayne's Variety	174.05
26	Walsh County Auditor	23,294.06
27	Walsh County Press	744.10
28	WC Record	431.00
9922-44	Salaries	48,353.21
AW	US Treasury	12,771.47
AW	Aflac	319.42
AW	BC/BS of North Dakota	15,209.10
AW	First United Bank-Wire Fee	70.00
AW	First United Bank-ACH Chg	22.25
AW	NDPERS	12.70
AW	NDPERS	812.50
AW	NDPERS	812.50
AW	NDPERS	4,804.17
AW	NMPA	149,918.82
AW	PSN (Payment Services Network)	54.95
AW	Van L Equipment	13,367.00

Special Funds

10209 Correction to Ck to G.F. -48,000.00

Berg informed the Council the Homestead Credit Application for senior citizens & disabled persons will be mailed out by the WC Tax Director's office sometime this month. The income parameters, after eligible out of pocket medical expenses, have changed from last year from a maximum of \$42,000 to \$70,000 and the percent of savings has changed from a sliding scale of 10-20-40-60-80-100% to a 50% and 100% exemption. Berg asked Council members to let people know to apply this year even if they have not qualified in previous years. The ND State Tax Commissioner's office has started advertising for persons over 65 years of age or disabled persons to see if they qualify for the property tax exemption. The application can be found on the ND State Tax Commissioner's website, the WC Tax Director's office ad website or at the Park River City Office & the city website & Facebook page.

Being no further business, Bell moved to adjourn at 6:19 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor