

At a regular meeting of the Milnor City Council held on Monday, December 10, 2018 at 5:00 p.m. the following members were present: Curtis Anderson, Merrill Decker, Charles Faber, Monty Haugen and Eric Hoff. Members Absent: Nannette Severson. Also present: City Attorney LeeAnn Even, City Engineer Kent Thoreson, Deputy Richard Bryant, Carol Peterson, Tibby Hinderlie, Mary Engst, Robert Lotzer, Ryan Smith, Terry Dusek, and Jennie Hanna.

Meeting called to order by Mayor, Terry Dusek.

Motion to approve the meeting agenda (Haugen/Hoff, unanimous).

Motion to approve the November meeting minutes (Anderson/Haugen, unanimous).

Kent Thoreson presented the Engineer's Report. He reported that he found a company that could do the culvert maintenance. He also reported that he had the infrastructure cost information ready for the Transportation Alternatives (TA) grant, once it was ready for submission.

Deputy Richard Bryant presented the Sheriff's Report. He reported that it had been a busy month with various calls to the department. He also stated that winter parking rules were now in effect, and the department would be ticketing those who are in violation.

Ryan Smith reviewed the Maintenance Report. He alerted the council that the mower tractor would be in need of maintenance. It wouldn't be done until closer to spring, but he wanted to make the council was aware. He also stated the electronic signs had come in, but he was concerned about how to hang them. There was a discussion amongst the council offering different solutions. It was decided that Ryan would contact Otter Tail to ask if the city could hang one sign from a light pole on Main Street, on the south end of town. Mayor Dusek stated he would call Richard Engst for permission to place a pole for the other on his property, on the north side of town. If he gave permission to do that, Ryan would ask Otter Tail if they would be willing to drill a hole for the pole and if they had scrapped pole to use.

Carol Peterson reviewed the Economic Development Report. She reported that she had met with the county commissioners regarding the Transportation Alternatives grant. She had also been working with Lake Agassiz and the ND Department of Health regarding a grant for the updates to the East Acres sewer lift.

LeeAnn Even discussed the Random Drug & Alcohol Testing program for 2019. According to the North Dakota League of Cities (NDLC), cities that participate must have language in their employee handbooks that explain the policy and describe the positions that fall under the policy. Currently, the City of Milnor doesn't have the language in their employee handbook. Mayor Dusek asked LeeAnn if she could write up the policy to include in the handbook.

Motion to approve LeeAnn writing up the policy for the Random Drug and Alcohol Testing for employees, to include in the employee handbook for the City of Milnor and to approve the Random Drug and Alcohol Testing Program 2019 Contract for two city employees (Haugen/Hoff, unanimous).

There was a discussion regarding the 2018 employee Christmas gifts. The previous year, the employees had received \$200 each. Member Anderson suggested giving \$250 to each full-time employee and Carol Peterson.

Motion to approve Christmas gifts of \$250 cash to the three full-time City employees and to the Economic Development Coordinator (Anderson/Faber, unanimous).

There was a discussion regarding employee reviews. Mayor Dusek questioned whether the city had received the premium numbers from Blue Cross Blue Shield for 2019. Jennie Hanna stated that she would be meeting with the BCBS representative next week to go over the changes. Mayor Dusek stated he needed to talk with Member Severson about setting up a time to do reviews.

Motion to approve alcohol permits to Lakeview Golf Course - 2019 yearly permit, 2019 Sunday opening permit, and off-site license for Inferno Night at the MACC on January 26 (Decker/Haugen, unanimous).

Motion to approve having Versella Nelson, CPA begin work on the yearly audit for year ended, December 31, 2016 for the City of Milnor (Faber/Haugen, unanimous).

Mayor Dusek stated that he would be meeting with the Dickey Rural Networks representative and Sherriff Paeper the following week to discuss security cameras for Main Street.

The council questioned Carol Peterson and Member Anderson about their meeting with the elevator regarding what could be done to reduce the amount of “bee’s wings” released from drying corn. Currently there is nothing the elevator can do about it, as there is no filter they can apply to their dryer.

Member Faber questioned whether there were fines for using engine brakes within city limits. Engine brakes are prohibited within city limits, and Mayor Dusek urged residents to alert authorities if they hear engine brakes.

Member Decker questioned how many sign-ups MDU currently has with residents and businesses. Mayor Dusek stated they needed a number more and urged residents to talk with the representative.

Member Hoff questioned when the recycling totes would be delivered. Mayor Dusek stated that the totes had been dropped off and would be distributed to residents next week.

The following bills were presented and approved (Faber/Hoff, unanimous).

<u>Check #:</u>	<u>Fund:</u>	<u>To Whom:</u>	<u>Amount:</u>
17896	General	Sargent County Auditor	2258.39
17897	General	Sargent County Auditor	2101.75
17898	General	Development Inc.	850.00
17899	General	Sargent County Auditor	2101.75
17900	General	Development Inc.	850.00
17901	General	Auto Value Wahpeton	69.98
17902	General	Dakota Plains Ag	205.62
17903	General	Dickey Rural Networks	339.65
17904	General	Even Law Office, PLLC	700.00
17905	General	Lee’s Service Station	108.90
17906	General	Milnor Market	16.11
17907	General	Otter Tail Power Company	1364.12
17908	General	The Sargent County Teller	273.97
17909	General	Sargent County Bank	1000.00
17910	General	Payroll Account 61-639	4561.24
17911	General	Storbakken Sanitation Inc.	4452.00
17912	General	Verizon Wireless	76.23

17913	General	Banyon Data Systems Inc	1855.00
17914	General	ND League of Cities	120.00
17915	General	Milnor Area Community Center	5000.00
17916	General	Library Fund	16.30
17917	General	Development Inc	.94
17918	General	Airport Authority	69.55
17919	General	Debt Service Fund	3034.63
17920	General	Payroll Account 61-639	4750.10
17921	General	Milnor Park Board	2234.04
17922	General	ND League of Cities	853.00
2901	Debt Service	Southeast Water Users	2946.00
2902	Debt Service	Dakota Valley Electric Coop	485.00
2903	Debt Service	John Deere Financial	13.99
2904	Debt Service	ND Department of Health	16.00
2905	Debt Service	ND Rural Water Systems Assn	240.00
2906	Debt Service	ND Water Users Association	100.00
2907	Debt Service	North Dakota One Call Inc	2.40
2908	Debt Service	Payroll Account 61-639	781.42
2909	Debt Service	Milnor Postmaster	108.85
2910	Debt Service	Banyon Data Systems Inc	530.00
2911	Debt Service	Payroll Account 61-639	886.42
5281	Payroll	Terry J. Dusek	138.52
5282	Payroll	Jennie M. Hanna	1139.32
5283	Payroll	Richard A. Kaufmann	1071.34
5284	Payroll	Ryan J. Smith	1313.88
5285	Payroll	Nationwide Retirement Solutions	281.46
5286	Payroll	Jennie M. Hanna	1124.09
5287	Payroll	Richard A. Kaufmann	1196.96
5288	Payroll	Ryan J. Smith	1492.67
5289	Payroll	Nationwide Retirement Solutions	306.14
5290	Payroll	Unum Life Insurance Company	14.46
5291	Payroll	ND State Tax Commissioner	284.95
EFTPS 12	Payroll	Internal Revenue Service	2380.96
818	Airport	Crossroads Electric Inc	285.05
819	Airport	Dickey Rural Networks	45.67
1061	Library	Milnor Public School	484.70

The regular January meeting will be held at 5:00 p.m., Monday, January 14, 2018.

Motion to adjourn (Anderson/Faber, unanimous).

Jennie Hanna, Auditor

Terry Dusek, Mayor

