

At a regular meeting of the Milnor City Council held on Tuesday, December 10, 2019, 5:00 p.m. the following members were present: Curtis Anderson, Charles Faber, Monty Haugen and Nannette Severson. Absent: Merrill Decker and Eric Hoff. Also present: Carol Peterson, City Attorney LeeAnn Even, City Engineer Kent Thoreson, Mary Engst, Lynn Kaspari, Robert Lotzer, Ryan Smith, Terry Dusek and Jennie Hanna.

Meeting called to order by Mayor, Terry Dusek.

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

Motion to approve the November meeting and special meeting minutes (Anderson/Faber, unanimous).

The Sheriff's Report was unavailable.

Kent Thoreson reviewed the Engineer's Report. Mayor Dusek questioned whether the culverts had ever been inspected. Thoreson said the person that would have done it had gotten behind in October and wouldn't be able to do it until spring. Member Faber questioned whether Jay Enderson would be able to do it. Thoreson said he'd talk to him about it. Thoreson stated he'd given Carol Peterson the numbers she needed to complete her application for the Transportation Alternatives (TA) grant. Member Anderson asked Thoreson if he'd looked at Old Highway 13 since the repair work had been done. Thoreson replied he had looked at it and said it looked good.

Ryan Smith reviewed the Maintenance Report. He reported the city's white pickup's transmission is shot, and the cost to fix it is high. Smith doesn't believe the pickup is worth fixing. He stated he's been looking for a replacement and would like a ¾ ton. Mayor Dusek stated he knew of one for sale, but it's only a ½ ton. Member Faber mentioned some different sales websites to look at.

LeeAnn Even reviewed the Attorney's Report. She discussed proposed Ordinance #28, which would limit grass length in yards. At November's meeting, there had been a discussion regarding zoning within the city and possibly exempting agronomy land from the ordinance. Even questioned whether the council wanted to put the ordinance in place first, then update the zoning map, or if they wanted to update the zoning map before passing the ordinance. The council agreed they wanted to update the map first. Mayor Dusek appointed Members Haugen and Anderson and Ryan Smith as the zoning committee. There was a discussion about the committee meeting to update the current zoning map and having it ready by the January meeting.

Motion to approve the NDLC Random Drug & Alcohol Testing Contract for 2020 (Severson/Haugen, unanimous).

Motion to approve the Gaming Permit for Milnor Post Prom – Raffle Board (Faber/Haugen, unanimous).

Carol Peterson reviewed the Economic Development Report. She stated how successful the Shop Local campaign had been so far, with a large number of people signing up after a minimum \$25 purchase with local businesses. She mentioned most entries had come from the grocery store. Peterson went over the updates and changes she had made in the application for the Transportation Alternatives grant for fiscal year 2022. Member Faber questioned when construction would begin, if the city was awarded the grant. Mayor Dusek stated the city would need to be awarded the grant before proceeding at all, but if the city did receive the grant, construction would begin in 2022. The potential grant would only cover a portion of the total cost, and the city would need to fund the rest of it. There was a discussion of different loans and grants that are possibly available to help cover the city's portion of the cost.

The City Council reviewed the application for the Transportation Alternatives (TA) Program through the North Dakota Department of Transportation for the Safe Walk to School Project. Carol Peterson explained what the project encompasses and what the requirements are. The ratio for this grant is 80% federal and 20% local (excluding engineering costs), with a \$200,000 cap. Based on the Opinion of Probable Project Cost prepared by Interstate Engineering, the total estimated cost of the project is \$336,500.00. Milnor would be responsible for preliminary engineering and construction engineering for \$66,000.00 and all costs over the \$200,000.00 maximum award. Milnor's total share of the cost would be \$136,500.00. This is Phase One of a two phase project. Phase Two Opinion of Probable Project Cost prepared by Interstate Engineering is \$333,625.00 with an estimated cost to Milnor of \$133,625.00 (at today's costs). Phase Two would be applied for after Phase One is funded and completed. The Milnor City Council will act on Phase Two at a future time. The Sargent County Commissioners are required to sponsor the grant proposal as our City is under 5,000 population. The Board of Commissioners will be asked at the December 17, 2019 meeting to sponsor the grant. Damon Devillers, Interstate Engineering has reviewed the project of removal of sidewalks, curb and gutter and replacing with new sidewalk, curb, butter, bump-outs, colorized cement, benches, new light fixtures and waste receptacles. Milnor would be responsible to maintain the sidewalks, curbs and gutters.

Motion to approve application to Transportation Alternatives (TA) Program for Federal Fiscal Year 2022 for the Safe Walk to School Project using the figures presented above (Severson/Haugen, unanimous). Motion passed.

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

There was a discussion regarding year-end employee reviews. Mayor Dusek stated he and Member Severson would decide on a date to schedule the reviews. The reviews need to be completed before the January meeting, so council can approve the changes.

Mayor Dusek stated he had been contacted by a resident regarding some broken concrete that had been left on her property. Dusek reported he had told the resident the concrete will be removed, but it most likely wouldn't happen until spring.

Motion to approve liquor licenses for Hump's Bar & Grill - Annual License, Sunday Openings and Off-Site permit for Inferno Night on January 18 and Lakeview Golf Course – Annual License and Sunday Openings (Faber/Anderson, unanimous).

Mayor Dusek provided an update on the city's possible purchase of the grocery store. He reported the Small Business Association (SBA) had approved the offer made by the city for \$45,000, and the sale was expected to close on Friday, December 13. The city also agreed to pay the mechanic's lien of \$4803.17, owed to Crossroads Electric. Attorney Even questioned if the city would have a lease agreement with Richard Ell after the city purchased the building. Dusek asked if she would write up a short-term lease agreement. Dusek wasn't sure about a rental charge, but Ell would be responsible for all his bills. There would also need to be an agreement that stipulated a two-week notice by either party, if a new lessee came in or if Ell decided to vacate. Dusek cautioned that if a new lessee came in, the store may need to close for a while during the transition. Dusek stated he would discuss this with Ell.

The council discussed the new ownership of the Bison C-Store and whether the motel portion of it would be torn off. There was also a discussion of the recent demolition of the Edison Sales building, and what, if any plans were for the site. Mayor Dusek stated the lot was still owned by David Edison, and he wasn't sure what he had planned for the space.

The following bills were presented and approved (Haugen/Severson, unanimous).

<u>Check #:</u>	<u>Fund:</u>	<u>To Whom:</u>	<u>Amount:</u>
18241	General	Sargent County Auditor	2143.79
18242	General	Carol Peterson	1050.00
18243	General	Banyon Data Systems Inc	1855.00
18244	General	Bluetarp Financial Inc	229.99
18245	General	Bohnenkamp Construction	153.56
18246	General	D Excavating	514.02
18247	General	Dakota Plains Ag	52.34
18248	General	Dickey Rural Networks	342.32
18249	General	EDND	275.00
18250	General	John Deere Financial	32.57
18251	General	Lee's Service Station	242.25
18252	General	Montana-Dakota Utilities Co.	96.79
18253	General	ND League Of Cities	1048.00
18254	General	Northern Truck Equipment Co	1690.55
18255	General	Office Depot	216.87
18256	General	Office Of The State Auditor	300.00
18257	General	Otter Tail Power Company	1435.91
18258	General	Riverside Building Center	151.96
18259	General	Ryan Smith	100.00
18260	General	The Sargent County Teller	298.29
18261	General	Waste Management of WI-MN	1177.00
18262	General	Jerry & Marcie Schumacker	3000.00
18263	General	Arbor Day Foundation	15.00
18264	General	Sargent County Bank	1000.00
18265	General	Payroll Account 61-639	5464.91
18266	General	Milnor Satellite Club	4864.00
18267	General	Milnor Community Housing	2560.00
18268	General	Sargent County Bank	475.00
18269	General	Storbakken Sanitation Inc.	4480.00
18270	General	Verizon Wireless	154.08
18271	General	Milnor Area Community Center	5000.00
18272	General	Library Fund	12.92
18273	General	Airport Authority	77.48
18274	General	Debt Service Fund	813.27
18275	General	Milnor Park Board	2175.91
18276	General	Debt Service Fund	1750.00
18277	General	Payroll Account 61-639	5790.08
3026	Debt Service	Southeast Water Users	3540.70
3027	Debt Service	Dakota Valley Electric Coop	441.00
3028	Debt Service	Banyon Data Systems Inc	530.00
3029	Debt Service	John Deere Financial	13.28

3030	Debt Service	ND Department of Health	16.00
3031	Debt Service	ND Water Users Association	100.00
3032	Debt Service	North Dakota One Call Inc	4.80
3033	Debt Service	Payroll Account 61-639	838.94
3034	Debt Service	Milnor Postmaster	109.20
3035	Debt Service	Payroll Account 61-639	958.52
3036	Debt Service	Blue Cross Blue Shield Of ND	2636.41
5427	Payroll	Terry J. Dusek	138.52
5428	Payroll	Jennie M. Hanna	1179.63
5429	Payroll	Richard A. Kaufmann	1315.42
5430	Payroll	Ryan J. Smith	1678.87
5431	Payroll	Nationwide Retirement Solutions	333.46
5432	Payroll	Jennie M. Hanna	1279.26
5433	Payroll	Richard A. Kaufmann	1498.59
5434	Payroll	Ryan J. Smith	1771.38
5435	Payroll	Nationwide Retirement Solutions	366.34
5436	Payroll	Blue Cross Blue Shield of ND	402.09
5437	Payroll	Unum Life Insurance Company	15.90
5438	Payroll	ND State Tax Commissioner	312.73
EFTPS 12	Payroll	Internal Revenue Service	2958.78
871	Airport	Dickey Rural Networks	117.03
872	Airport	Mead & Hunt	2576.00
873	Airport	Midwest Pest Control	60.00
1065	Library	Milnor Public School	420.27
915	Sebens Fund	Sargent County Bank	40692.48
916	Sebens Fund	Crossroads Electric	4803.17

The regular January meeting will be held at 5:00 p.m., Monday, January 13, 2020.

Motion to adjourn (Haugen/Anderson, unanimous).

Jennie Hanna, Auditor

Terry Dusek, Mayor