

At a regular meeting of the Milnor City Council held on Monday, January 14, 2019, 5:00 p.m. the following members were present: Curtis Anderson, Merrill Decker, Charles Faber, Monty Haugen, Eric Hoff and Nannette Severson. Also present: City Attorney LeeAnn Even, City Engineer Kent Thoreson, Carol Peterson, 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 (Anderson/Decker, unanimous).

Motion to approve the December meeting minutes (Decker/Haugen, unanimous).

The Sheriff's Report was unavailable.

Kent Thoreson presented the Engineer's Report. He reported he had been working with Ryan regarding the lift station pump issues, in order to gather information for the grant submission being prepared by Carol Peterson.

Ryan Smith reviewed the Maintenance Report. Mayor Dusek questioned if anything further needed to be done to the sewer line along 3<sup>rd</sup> Street. Ryan thought an object had plugged it up and was an isolated incident. He didn't think anything further needed to be done. Ryan presented a Lillegard's quote to the council for the cost of a Bobcat trade-in, which is done yearly, with the addition of a V-plow attachment. He stated that the V-plow would work well for snow removal in the alleys.

Motion to approve the trade-in cost of a new Bobcat with V-plow attachment (Haugen/Decker, unanimous).

Ryan also presented a quote from Sweeney Controls for an Insight software update for the SCADA system. He stated the current computer system was not producing status reports from the lift stations, and the software update would allow Ryan to view reports on his phone, via the cloud. He said he would have a technician look at the computer, to see if can be repaired. Kent Thoreson agreed to research the Insight software. The council agreed to table a decision until more information could be gathered.

Carol Peterson reviewed the Economic Development Report. She went over her December log and discussed looking into a grant for new street lights. She said she would possibly look into it further, depending on the answer regarding the Transportation Alternatives grant. She voiced concern over the number of empty houses in town and is looking for ideas to draw people to Milnor. Carol said she was looking into placing the Move to Milnor ad in other newspapers, advertising the free lots in the Peterson Addition. Mayor Dusek recommended running the ad in color. There was a discussion about when to run the ad and what day of the week would be best.

Motion to approve running the Move to Milnor ad in the Wahpeton Daily news, in color, on Sunday, February 17, 2019 (Hoff/Decker, unanimous)

There was also a discussion about running an ad, titled, Come Home to Milnor.

Motion to approve running the Come Home to Milnor ad (Haugen/no second, motion failed for lack of a second).

Carol Peterson said she had talked with Dakota Valley Electric, regarding the walking path being proposed for Storm Lake. She said they had agreed to an easement and had requested a memorandum of

understanding. LeeAnn Even said she could prepare the memorandum and outlined everything that she would include in it.

Motion to approve having LeeAnn Even prepare a Memorandum of Understanding, regarding an easement from Dakota Valley Electric for a walking path around Storm Lake (Hoff/Haugen, unanimous).

Carol Peterson also discussed the grants available for a possible observation deck, overlooking Storm Lake. She said with the different available grants, if the city qualified, there would be minimal or no cost to the city. With the council's approval, she would meet with the city planning committee and begin writing the grant proposals.

Motion to approve Carol Peterson to proceed in the planning for a proposed observation deck overlooking Storm Lake (Faber/Hoff, unanimous).

Motion to approve subscription renewal to the NDLC GrantFinder Program for 2019 (Severson/Haugen, unanimous).

Motion to approve the City paying Carol Peterson's full salary as Economic Development Coordinator, starting in 2019 (Severson/Haugen, unanimous).

LeeAnn Even stated she had written the portion regarding Random Drug and Alcohol Testing, which would need to be approved, in order to be added to the Employee Handbook. She also stated the handbook should be reviewed by the council and presented to employees annually. The portion LeeAnn had written regarding Random Drug and Alcohol Testing was read aloud to the council.

Motion to approve adding language to the Employee Handbook regarding Random Drug & Alcohol Testing (Severson/Hoff, unanimous).

Motion to approve Employee Reviews and 2019 Benefit Recommendations (Haugen/Decker, unanimous).

Motion to approve the reappointments of Monty Haugen, Dennis Nelson and Claire Seefeldt to the Milnor RZ Advisory Board (Anderson/Decker, unanimous with Member Haugen abstaining).

There was a discussion regarding authorized signers for checking accounts at Sargent County Bank. It had not been updated since 2016, and the only signers on file for most accounts are Mayor Dusek and Jennie Hanna. Mayor Dusek asked members of the council if any of them would be willing to be authorized signers. Members Anderson and Hoff both volunteered, and the council agreed to it.

Motion to approve alcohol permits to Hump's Bar & Grill - 2019 yearly permit and 2019 Sunday opening permit (Decker/Faber, unanimous).

Motion to approve raffle permit to Milnor Post Prom – Raffle Board (Decker/Haugen, unanimous).

Mayor Dusek stated he and Jennie Hanna had met with the representative from Dickey Rural Networks (DRN) regarding security cameras. He said the cameras would be placed at two spots along Main Street. A discussion followed regarding where they would be placed. The cost would be about \$1500.00 if the city went with 8- mega pixel cameras. Member Hoff questioned whether any other vendors had been contacted for quotes. The council presented more questions to Mayor Dusek which they requested be answered by DRN before making a decision.

Motion to approve Mayor Dusek proceeding with the purchase and installation of Main Street security cameras, pending further information (Severson/Haugen, unanimous).

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

<u>Check #:</u>	<u>Fund:</u>	<u>To Whom:</u>	<u>Amount:</u>
17923	General	Sargent County Auditor	2101.75
17924	General	Auto Value Wahpeton	66.06
17925	General	Carol Peterson	80.18
17926	General	Dakota Plains Ag	264.30
17927	General	Dickey Rural Networks	338.56
17928	General	EDND	275.00
17929	General	Elan City, Inc.	5844.00
17930	General	Even Law Office, PLLC	100.00
17931	General	Jennie Hanna	84.99
17932	General	John Deere Financial	2739.69
17933	General	Lee's Service Station	89.00
17934	General	Office Depot	113.43
17935	General	Otter Tail Power Company	1635.52
17936	General	Sakry Plumbing Inc.	537.07
17937	General	Team Laboratory Chemical Corp	324.50
17938	General	The Sargent County Teller	218.45
17939	General	Montana-Dakota Utilities Co.	30,625.00
17940	General	Payroll Account 61-639	5440.68
17941	General	Blue Cross Blue Shield of ND	2897.21
17942	General	Milnor Postmaster	108.85
17943	General	Verizon Wireless	76.32
17944	General	Storbakken Sanitaiton Inc.	4466.00
17945	General	Milnor Postmaster	50.00
17946	General	Library Fund	447.48
17947	General	Airport Authority	4366.57
17948	General	Debt Service Fund	17,313.19
17949	General	Milnor Park Board	2190.08
17950	General	Library Fund	214.22
17951	General	Airport Authority	128.25
17952	General	Payroll Account 61-639	5191.64
17953	General	Blue Cross Blue Shield of ND	2636.41
2912	Debt Service	Southeast Water Users	3003.60
2913	Debt Service	Dakota Valley Electric Coop	535.00
2914	Debt Service	Crossroads Electric Inc.	582.58
2915	Debt Service	John Deere Financial	13.01
2916	Debt Service	ND Department of Health	16.00
2917	Debt Service	NDWPCC	20.00
2918	Debt Service	North Dakota One Call Inc	2.40

2919	Debt Service	Payroll Account 61-639	956.93
2920	Debt Service	Payroll Account 61-639	973.44
5292	Payroll	Terry J. Dusek	138.52
5293	Payroll	Jennie M. Hanna	1340.31
5294	Payroll	Richard A. Kaufmann	1298.92
5295	Payroll	Ryan J. Smith	1613.38
5296	Payroll	Nationwide Retirement Solutions	335.30
5297	Payroll	Blue Cross Blue Shield of ND	424.49
5298	Payroll	Jennie M. Hanna	1230.40
5299	Payroll	Richard A. Kaufmann	1398.10
5300	Payroll	Ryan J. Smith	1558.62
5301	Payroll	Nationwide Retirement Solutions	334.74
5302	Payroll	Blue Cross Blue Shield of ND	402.09
5303	Payroll	Unum Life Insurance Company	14.46
EFTPS 1	Payroll	Internal Revenue Service	2792.90
820	Airport	Dickey Rural Networks	116.56

The regular February meeting will be held at 5:00 p.m., Monday, February 11, 2019.

Motion to adjourn (Anderson/Haugen unanimous).

Jennie Hanna, Auditor

Terry Dusek, Mayor