

At a regular meeting of the Milnor City Council held on Monday, April 13, 2020, 5:00 p.m. the following members participated by telephone or video conference call: Curtis Anderson, Merrill Decker, Charles Faber, Monty Haugen and Nannette Severson. Also present by telephone or video conference call: Carol Peterson, City Attorney LeeAnn Even, City Engineer Kent Thoreson, Mary Engst, Ryan Smith, Robert Lotzer, Terry Dusek and Jennie Hanna.

Meeting called to order by Mayor, Terry Dusek.

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

Motion to approve the March meeting and Special meeting minutes (Haugen/Anderson, unanimous).

City Engineer Kent Thoreson reviewed the Engineer's Report. He stated that due to Covid 19 restrictions, the guy planning to inspect the culverts hasn't been in the area yet to review anything, so the bid for culverts are on hold.

Ryan Smith reviewed the Maintenance Report. He stated he had ordered tar for the roads. Smith also reported the payloader had suffered some minor damage while moving snow, so Smith had ordered a new mirror and window glass.

Carol Peterson reviewed the Economic Development Report. Peterson discussed the North Dakota Forestry Park and Tree Grant she was working on. She stated the proposed park would be located at Block 3 Lot 5 in the Peterson Subdivision. It is a corner lot with a size of 124' x 113'. The plan would be for 17 trees (4 trees, evenly spaced, on north and east perimeter of adjoining lots five feet from property line, 3 trees, evenly spaced on south and west side on boulevard and 3 trees in middle of lot) and for 17 bags for watering trees. The trees would be 6-foot trees purchased from Marshall County Conservation District. Peterson stated the grant application deadline is April 30.

Motion to approve Block 3 Lot 5 in the Peterson Subdivision to be developed as a city park (Anderson/Severson, with a roll call vote taken with all members voting aye, no nays. Motion Passed)

Motion to approve Carol Peterson to apply for the North Dakota Forestry Grant for 17 trees (4 trees, evenly spaced, on north and east perimeter of adjoining lots five feet from property line, 3 trees, evenly spaced on south and west side on boulevard and 3 trees in middle of lot) and for 17 bags for watering trees. The 6-foot trees will be purchased from Marshall County Conservation District (Haugen/Decker, with roll call vote taken with all members voting aye, no nays. Motion Passed).

Carol Peterson discussed a potential 80/20 Planning Grant from the North Dakota Department of Commerce. Peterson stated the state is strongly encouraging cities to create a plan with short-term and long-term goals, so they will have the ability to pursue grants in the future. The grant would be used to study trends, conditions, community strengths and opportunities. There would be community involvement including council input in determining existing resources, assets, ranking priorities and determining goals to pursue. Both Lake Agassiz and Interstate Engineering are interested in giving the city a proposal and doing the plan. The total cost of the project is approximately \$10,000, \$8000 of which would be covered by the Department of Commerce grant. The city would be responsible for the remaining \$2000, which could be budgeted for in 2021.

Motion to approve Carol Peterson to write a Planning Grant to the North Dakota Department of Commerce for short and long-range planning for the City of Milnor (Severson/Haugen, with a roll call vote taken with all members voting aye, no nays. Motion passed).

Peterson informed the council she had finished the energy grant for the grocery store equipment and submitted it. The total cost for the new equipment is about \$160,000, and if the city received the grant, it could cover up to 50% of the cost. Peterson stated she wasn't confident the city would receive the grant, though, because the energy savings might not be enough to qualify. It was hard to prove how much energy the old coolers and freezers were using, because they were so old.

Motion to approve MDU contract to hook up natural gas to the grocery store building and pay the \$617.27 total hook-up cost (Anderson/Haugen, with a roll call vote taken with all members voting aye, no nays. Motion passed).

Motion to approve the lease renewal of the FBLA Keg to the Milnor Satellite Club for the 2020 season (Haugen/Severson, with a roll call vote taken with all members voting aye, no nays. Motion passed).

There was a discussion regarding a building permit application submitted by Milnor Lutheran Church to build a shed in the backyard of the parsonage. Ryan Smith stated there's a powerline underneath the spot where they're planning to build, but if they move it over a few feet, they would be ok. Member Anderson stated he would talk to the church council and let them know.

Motion to approve building permit – Milnor Lutheran Church - Parsonage – shed (Anderson/Severson, with a roll call vote taken with all members voting aye, no nays. Motion passed).

Jennie Hanna informed the council the Pet Clinic which had been scheduled for April 25 had been postponed indefinitely. A Pet Clinic is still planned at some point, and when a date is determined, it will be advertised.

Motion to approve off-site alcohol permits for The Schoolhouse – Arlin & Melinda Mund Anniversary, June 20 and Larsen/Arth Wedding, August 15 – both at MACC (Decker/Severson, with a roll call vote taken with all members voting aye, no nays. Motion passed).

Mayor Dusek informed the council any capital expenditures, which had been previously discussed, were being put on hold for the time being. Due to the downturn in oil prices, cities would not be receiving Prairie Dog fund dollars this year, which would have helped pay for some of the planned projects.

Mayor Dusek informed the council he wanted to table Ordinance #28, which limits the length of grass in residential yards. Dusek said the proposal needs more investigation before the city can move forward.

City Attorney LeeAnn Even reported to the council she had investigated whether city ordinances would allow dog infraction fines to be added to utility bills, and she stated they cannot be added. The city will need to continue to issue tickets and fines for future infractions.

Mayor Dusek stated he still hadn't talked to or met with the In Control representative to discuss the SCADA system upgrade. Kent Thoreson reported the representative will be in Gwinner this summer for a project. Dusek stated he would try to talk with him then.

Jennie Hanna reported the GovPayNet online utility bill payment system was up, a number of people have already used it, and it seemed to be working well.

Member Haugen questioned if there was an ordinance against loud mufflers. Jennie Hanna stated loud mufflers fall under the noise ordinance, and Mayor Dusek advised calling the sheriff to report them.

Member Haugen questioned whether more advertising could be done to get people to complete their census. Carol Peterson advised giving citizens more time, since it started April 1 and not all the forms are out yet. Due to the pandemic, the deadline has also been pushed back to allow people more time.

After reviewing the bills, Member Haugen questioned whether insurance would cover the repair parts for the payloader. Council agreed to have Jennie Hanna contact Sargent County Insurance to look into it and tabled paying the bill until they received an answer.

The following bills were presented and approved (Haugen/Decker, with a roll call vote taken with all members voting aye, no nays. Motion passed).

<u>Check #:</u>	<u>Fund:</u>	<u>To Whom:</u>	<u>Amount:</u>
18355	General	Milnor Park Board	405.00
18356	General	Sargent County Auditor	2208.10
18357	General	Carol Peterson	1100.00
18358	General	Crossroads Electric Inc	4530.00
18359	General	Dakota Plains Ag	159.58
18360	General	Dickey Rural Networks	151.19
18361	General	Even Law Office, PLLC	1110.00
18362	General	Interstate Engineering Inc	11,603.20
18363	General	John Deere Financial	12.70
18364	General	Lee's Service Station	224.95
18365	General	Milnor Market	3.20
18366	General	Montana-Dakota Utilities Co.	241.50
18367	General	Otter Tail Power Company	1562.71
18368	General	Paul Ellefson Farms Inc	4797.00
18369	General	Riteway	243.78
18370	General	St. Paul Stamp Works Inc	90.61
18371	General	The Sargent County Teller	435.28
18372	General	Waste Management of WI-MN	1218.73
18373	General	Payroll Account 61-639	5728.83
18374	General	Verizon Wireless	76.39
18375	General	Milnor Postmaster	109.90
18376	General	Indigo Signworks Inc	1112.50
18377	General	Storbakken Sanitation Inc	4410.00
18378	General	NDSU Extension Pesticide Program	40.00
18379	General	Library Fund	189.53
18380	General	Airport Authority	970.06
18381	General	Debt Service Fund	26,220.41
18382	General	Milnor Park Board	1895.65
18383	General	Library Fund	185.42
18384	General	Airport Authority	111.01
18385	General	Debt Service Fund	1131.34
18386	General	Payroll Account 61-639	4819.14
18387	General	Blue Cross Blue Shield of ND	2636.41

3063	Debt Service	Southeast Water Users	3170.70
3064	Debt Service	Dakota Valley Electric Coop	538.00
3065	Debt Service	Best Western Plus	172.80
3066	Debt Service	Interstate Engineering Inc	1600.00
3067	Debt Service	John Deere Financial	13.28
3068	Debt Service	ND Department of Health	16.00
3069	Debt Service	North Dakota One Call Inc	3.05
3070	Debt Service	Riteway	208.62
3071	Debt Service	Payroll Account 61-639	884.92
3072	Debt Service	Payroll Account 61-639	888.29
5473	Payroll	Terry J. Dusek	138.52
5474	Payroll	Jennie M. Hanna	1392.65
5475	Payroll	Richard A. Kaufmann	1280.81
5476	Payroll	Ryan J. Smith	1716.72
5477	Payroll	Nationwide Retirement Solutions	350.28
5478	Payroll	Jennie M. Hanna	1174.86
5479	Payroll	Richard A. Kaufmann	1187.87
5480	Payroll	Ryan J. Smith	1520.25
5481	Payroll	Nationwide Retirement Solutions	309.90
5482	Payroll	Blue Cross Blue Shield of ND	402.09
5483	Payroll	Unum Life Insurance Company	15.90
EFTPS 4	Payroll	Internal Revenue Service	2734.94
882	Airport	Dickey Rural Networks	26.97
883	Airport	Northstar Aviation Insurance	905.00
884	Airport	Sargent County Insurance	448.00

The regular May meeting will be held at 5:00 p.m., Monday, May 11, 2020.

Motion to adjourn (Anderson/Haugen, unanimous).

Jennie Hanna, Auditor

Terry Dusek, Mayor