

At a regular meeting of the Milnor City Council held on Monday, January 13, 2020, 5:00 p.m. the following members were present: Curtis Anderson, Merrill Decker, Charles Faber, Eric Hoff and Nannette Severson. Absent: Monty Haugen. Also present: Carol Peterson, City Attorney LeeAnn Even, Deputy Richard Bryant, 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 (Severson/Hoff, unanimous).

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

Deputy Richard Bryant reviewed the Sheriff's Report. He reported there had been no significant events, crime-wise, for a while. He asked if he could place an ad in the Teller and bill the city, alerting snowmobilers it's illegal to drive across private property within the city, which the council agreed to. There was a discussion regarding posting a map of the snowmobile trails and who could be contacted on the snowmobile club to get one. Bryant stated the department had hired a 3<sup>rd</sup> deputy. There was a discussion regarding various dog issues and citations. Mayor Dusek questioned what additional penalties are incurred if there is failure to pay an issued citation for dog violations. Bryant stated the penalty fee could be added to the citizen's water bill, if the ordinances allowed it. Bryant stated he would discuss with LeeAnn Even what further steps can be taken, or if she would be willing to draft a letter. There was a discussion regarding a complaint of dog waste on private property, and according to the ordinances, it is up to the pet owner to clean up after their pet and would be in violation if they fail to do so.

The Engineer's Report was unavailable.

Ryan Smith reviewed the Maintenance Report. He reported the Bobcat model the city usually traded for yearly was no longer available to be ordered, but he was working with Bobcat of Gwinner to see if they could locate one. He stated he would like to also trade in the snowblower and v-plow attachments for a bigger snowblower attachment. The preliminary estimated cost to trade for everything is \$6500, but Smith stated he was still working with Bobcat regarding costs.

Motion to approve Ryan Smith proceeding with Bobcat trade-in (Decker/Anderson, unanimous).

There was a discussion about replacing the city's white pickup and if a replacement had been found. Ryan Smith stated he had talked with Vision Ford-Lincoln in Wahpeton to see if they had anything available, but they didn't have anything currently. Mayor Dusek stated he may know of an option available, and he would discuss this with Smith.

LeeAnn Even reviewed the Attorney's Report. She questioned whether the zoning committee had met, and Member Anderson stated they hadn't met yet. Mayor Dusek stated the 2<sup>nd</sup> reading of Ordinance #28 would be tabled until the zoning committee meets and updates the zoning map.

Carol Peterson reviewed the Economic Development Report. Peterson reviewed her December log. She stated she had a thank you card for the council members to sign for John & Denise Sakry of Sakry Plumbing, for all their years of business and their contributions to the city over the years. Peterson discussed the Special Road Fund grant of \$46,200 the city received from the North Dakota DOT for the road going into the park. The amount is 60% of the total estimated cost of the project, so the city will be responsible for the remaining 40%. Peterson stated the state needs an acceptance answer from the city by February 17, but she stressed this funding is only available every 5 to 7 years, so it would benefit the city to accept. She stated she would talk with Kent Thoreson regarding more finalized numbers for the project.

Peterson stated Nick and Jessica Lee had signed off on the walking path, and she planned to meet with the Dakota Valley Electric board to discuss it with them. She said the city had been turned down for the Outdoor Heritage Fund grant, but she planned to resubmit and include the walking path project, which encompasses the Old Highway 13 prairie road, in the application. Peterson discussed repair work the electronic announcement sign along Main Street needed and reported that she would like to propose the project to the Booster Club, whereby they would cover the \$2225 cost, and the city would be the responsible party in charge with working with the repair company (Indigo Signworks).

There was a discussion about the expired terms of 2 members of the RZ Advisory Board. Carol Peterson said she had contacted Tamara Bernhardt, and stated she was willing to stay on the board for another 4 years. Peterson had also asked Jennie Hanna if she would be willing to fill the other spot, and she had agreed.

Motion to approve the reappointment of Tamara Bernhardt and the appointment of Jennie Hanna to the Milnor RZ Advisory Board (Hoff/Decker, unanimous).

Mayor Dusek discussed the employee review meetings he had conducted and recommended to the council a 3% wage increase for the 3 city employees and also to increase the Economic Development Coordinator's salary to \$1100/month.

Motion to approve Employee Reviews and 2020 Wage & Benefit Recommendations (Severson/Decker, unanimous).

Motion to approve Sargent County Bank as the City Depository for 2020 (Anderson/Hoff, unanimous).

Motion to approve Sargent County Bank Pledge of Securities for December 31, 2019 (Severson/Anderson, unanimous).

Motion to approve using emergency funds for December snow removal (Severson/Decker, unanimous).

Motion to approve 2020 Equipment Rental Rates (Decker/Hoff, unanimous).

Motion to approve Gaming Permit to Y.O.U. Inc. – calendar raffle (Decker/Severson, unanimous).

Mayor Dusek questioned when replacement trees should be ordered for the Peterson Addition, park and elevator road. Member Severson stated trees need to be ordered now, in order for them to be available for planting in the spring. Carol Peterson discussed the tree grant for proposed planting to be done in 2021.

Mayor Dusek discussed the upcoming election in June. The seats of Merrill Decker, Charles Faber and Monty Haugen are up for re-election. Both Members Decker and Faber stated they would not be running for re-election.

Mayor Dusek discussed installing a new natural gas furnace into the Senior Center.

Member Faber questioned who is in charge of snow removal in front of the Fire Department. It was agreed the city could clear off the pad, but the Fire Department is responsible for cleaning in front of their doors.

Member Anderson questioned the status of the grocery store. Mayor Dusek explained the city didn't have anyone to take over yet, but he and Carol Peterson would be meeting with Nathan Berseth the next day to discuss another potential party. Dusek stated Crossroads had blown out the compressor lines for

maintenance. He also said the door sensors need to be repaired or replaced, and he had contacted a vendor to get a quote. In the meantime, the city is leasing the building to Richard Ell for \$100/month.

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

| <u>Check #:</u> | <u>Fund:</u> | <u>To Whom:</u>              | <u>Amount:</u> |
|-----------------|--------------|------------------------------|----------------|
| 18278           | General      | Sargent County Auditor       | 2143.79        |
| 18279           | General      | Carol Peterson               | 1050.00        |
| 18280           | General      | Crossroads Electric Inc      | 121.36         |
| 18281           | General      | Dakota Plains Ag             | 961.55         |
| 18282           | General      | Dickey Rural Networks        | 342.81         |
| 18283           | General      | Even Law Office, PLLC        | 415.00         |
| 18284           | General      | John Deere Financial         | 56.15          |
| 18285           | General      | Lee's Service Station        | 35.00          |
| 18286           | General      | Montana-Dakota Utilities Co. | 162.24         |
| 18287           | General      | Otter Tail Power Company     | 2246.94        |
| 18288           | General      | Sargent County Auditor       | 1965.00        |
| 18289           | General      | Storbakken Sanitation Inc    | 145.00         |
| 18290           | General      | The Sargent County Teller    | 418.08         |
| 18291           | General      | Vision Ford-Lincoln          | 337.50         |
| 18292           | General      | Waste Management of WI-MN    | 1177.00        |
| 18293           | General      | Payroll Account 61-639       | 5420.23        |
| 18294           | General      | Verizon Wireless             | 76.61          |
| 18295           | General      | Milnor Postmaster            | 108.50         |
| 18296           | General      | Storbakken Sanitation Inc    | 4480.00        |
| 18297           | General      | Sargent County Bank          | 45.78          |
| 18298           | General      | Library Fund                 | 536.93         |
| 18299           | General      | Airport Authority            | 4849.55        |
| 18300           | General      | Debt Service Fund            | 34,727.00      |
| 18301           | General      | Milnor Park Board            | 2100.65        |
| 18302           | General      | Library Fund                 | 205.47         |
| 18303           | General      | Airport Authority            | 123.01         |
| 18304           | General      | Payroll Account 61-639       | 5648.45        |
| 18305           | General      | Blue Cross Blue Shield of ND | 2636.41        |
| 3037            | Debt Service | Milnor Postmaster            | 55.00          |
| 3038            | Debt Service | Southeast Water Users        | 3207.95        |
| 3039            | Debt Service | Dakota Valley Electric Coop  | 510.00         |
| 3040            | Debt Service | John Deere Financial         | 26.38          |
| 3041            | Debt Service | NDWPCC                       | 40.00          |
| 3042            | Debt Service | ND Department of Health      | 64.00          |
| 3043            | Debt Service | ND Rural Water Systems Assn  | 245.00         |
| 3044            | Debt Service | Payroll Account 61-639       | 943.81         |
| 3045            | Debt Service | Payroll Account 61-639       | 939.72         |
| 5439            | Payroll      | Terry J. Dusek               | 138.52         |

|         |         |                                 |         |
|---------|---------|---------------------------------|---------|
| 5440    | Payroll | Jennie M. Hanna                 | 1356.52 |
| 5441    | Payroll | Richard A. Kaufmann             | 1269.65 |
| 5442    | Payroll | Ryan J. Smith                   | 1608.41 |
| 5443    | Payroll | Nationwide Retirement Solutions | 336.74  |
| 5444    | Payroll | Jennie M. Hanna                 | 1304.88 |
| 5445    | Payroll | Richard A. Kaufmann             | 1381.17 |
| 5446    | Payroll | Ryan J. Smith                   | 1767.61 |
| 5447    | Payroll | Nationwide Retirement Solutions | 357.64  |
| 5448    | Payroll | Blue Cross Blue Shield of ND    | 402.09  |
| 5449    | Payroll | Unum Life Insurance Company     | 15.90   |
| EFTPS 1 | Payroll | Internal Revenue Service        | 2909.01 |
| 874     | Airport | Dickey Rural Networks           | 116.66  |
| 875     | Airport | The Sargent County Teller       | 26.00   |
| 876     | Airport | Sargent County Insurance        | 21.00   |
| 877     | Airport | Arrowhead Transport Inc         | 2582.12 |
| 878     | Airport | Southeast Water Users           | 74.57   |

The regular February meeting will be held at 5:00 p.m., Monday, February 10, 2020.

Motion to adjourn (Anderson/Severson, unanimous).

Jennie Hanna, Auditor

Terry Dusek, Mayor