

At a regular meeting of the Milnor City Council held on Monday, December 14, 2020, 5:00 p.m. the following members were present: Curtis Anderson, Monty Haugen, Bud Heinert and Austin Roeder. Absent: Nannette Severson and Ryan Weber. Also present: Carol Peterson, City Attorney LeeAnn Even, Mary Engst, Ryan Smith, Terry Dusek and Jennie Hanna. City Engineer Kent Thoreson joined the meeting later.

Meeting called to order by Mayor, Terry Dusek.

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

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

Deputy Richard Bryant reviewed the Sheriff's Report. He reported the department had conducted 120 patrol hours in Milnor the past month. Wyatt Schilling had been hired as a deputy, and Bryant stated the department was now at full staff. Bryant stated there had been an auto and ATV theft and drug case involving a juvenile. Bryant reported there had been an increase of patrol on the airport road. Member Haugen stated speeding was still an issue on the road. Bryant discussed a recent traffic citation he had written up. Mayor Dusek recommended issuing more traffic citations to send a message.

Ryan Smith reviewed the Maintenance Report. He presented a list of items he would like to purchase for the shop, including a new bench, a rolling tool chest, an air kit, vises and a lawnmower blade sharpener, which would cost in total about \$3433. He stated the sharpener didn't need to be purchased until spring.

Motion to approve purchase of listed shop items, excluding the blade sharpener, for about \$2984 (Roeder/Anderson, unanimous).

Member Heinert informed council the Northview Sign is completed and ready to be put up. Mayor Dusek told Smith to start looking for a replacement sweeper.

City Attorney LeeAnn Even discussed the small claims the city had been pursuing against Richard Ell regarding unpaid utility charges from when he owned the grocery store. Even stated it would cost \$80 to transfer the claim to Minnesota, where Ell now resides. With the city already having paid \$30 in small claims cost, with the additional \$80, the total cost would be approaching the amount owed by Ell. Even stated when Ell paid, he would be required to not only pay the original amount he owes, but also the court fees and any additional interest, so the city would be reimbursed their cost. Mayor Dusek stated he would like to file in Minnesota.

Motion to continue pursuing the small claims against Richard Ell and transfer to Minnesota for \$80 (Roeder/Haugen, unanimous).

Carol Peterson reviewed the Economic Development Report. She reported the Phase II portion of the sidewalk grant had been submitted. Peterson stated she was still working on the FEMA grant, which would need to be submitted before the end of the year. The city had received small grants from MDU and Dakota Valley Electric for the Wildlife Deck. Peterson stated she was expecting the planning contract from Interstate Engineering.

Motion to approve the yearly alcohol licenses and Sunday opening permits – Hump's Bar & Grill, Lakeview Golf Course and Milnor Market (Anderson/Haugen, unanimous).

Mayor Dusek informed council the city would be receiving an \$11,000 reimbursement from the county for Covid relief, as part of the CARES Act. He made a recommendation to council to use a portion of the

funds to reimburse the liquor license fees for Hump's Bar & Grill, Lakeview Golf Course and Milnor Market, once the city received the money from the county. He stated he believed those businesses probably suffered the most due to the pandemic, due to closings and less customers.

Motion to reimburse the yearly liquor license fees for the three businesses, using the Covid relief dollars from the county, once the funds are available (Roeder/Anderson, unanimous).

Motion to approve building permit for Alexis Nadler - shed (Heinert/Haugen, unanimous).

Motion to approve the flooring materials and installation costs of \$13,558.53 and \$5692 for the grocery store (Haugen/Roeder, unanimous).

Motion to approve the NDLC Random Drug & Alcohol Testing Contract for 2021 (Anderson/Haugen, unanimous).

There was a discussion regarding employee Christmas gifts. Member Roeder recommended raising each employee gift to \$300.

Motion to approve Christmas gifts of \$300 cash to the three full-time City employees and to the Economic Development Coordinator (Roeder/Anderson, unanimous).

Mayor Dusek stated he would talk with Member Severson regarding employee reviews and set up a time to do them.

Kent Thoreson informed council he would forward the Interstate planning contract to Carol Peterson and LeeAnn Even for review. He stated he would sign the city the up for the CSRF in 2021 for possible sewer projects. Thoreson stated he had quotes for the city's SCADA system update and would review them with Ryan Smith.

Member Heinert questioned the current building permit requirements and suggested possibly requiring a building permit sticker to be posted by home and business when permits are approved. Mayor Dusek stated it was something the city could look into.

The following bills were presented and approved (Heinert/Roeder, unanimous).

<u>Check #:</u>	<u>Fund:</u>	<u>To Whom:</u>	<u>Amount:</u>
18606	General	Sargent County Recorder	80.00
18607	General	Arbor Day Foundation	15.00
18608	General	Sargent County Auditor	2208.10
18609	General	Carol Peterson	1100.00
18610	General	Auto Value Wahpeton	9.59
18611	General	Banyon Data Systems Inc	1855.00
18612	General	Dakota Plains Ag	95.31
18613	General	Dickey Rural Networks	346.01
18614	General	Even Law Office, PLLC	400.00
18615	General	Glacier Enterprises, LLC	7220.00
18616	General	Greater North Dakota Chamber	400.00
18617	General	Interstate Billing Service Inc	1370.88
18618	General	Lee's Service Station	393.90

18619	General	Montana-Dakota Utilities Co.	213.89
18620	General	ND League of Cities	1093.00
18621	General	Office Depot	170.56
18622	General	Otter Tail Power Company	1590.69
18623	General	The Sargent County Teller	216.54
18624	General	Waste Management of WI-MN	1232.14
18625	General	Payroll Account 61-639	5387.91
18626	General	Stock Grower's Bank	1200.00
18627	General	Stock Grower's Bank	200.00
18628	General	Storbakken Sanitation Inc	4578.00
18629	General	Hump's Bar & Grill	2010.00
18630	General	Lakeview Golf Course	2010.00
18631	General	Milnor Market	510.00
18632	General	Verizon Wireless	73.10
18633	General	Library Fund	11.06
18634	General	Airport Authority	87.01
18635	General	Debt Service Fund	2273.14
18636	General	Milnor Park Board	2437.21
18637	General	Milnor Area Community Center	5000.00
18638	General	Debt Service Fund	364.30
18639	General	Payroll Account 61-639	5813.26
3145	Debt Service	US Bank	500.00
3146	Debt Service	Southeast Water Users	3778.80
3147	Debt Service	Banyon Data Systems Inc	925.00
3148	Debt Service	John Deere Financial	13.19
3149	Debt Service	ND Department of Health	16.00
3150	Debt Service	North Dakota One Call Inc	1.20
3151	Debt Service	Payroll Account 61-639	930.44
3152	Debt Service	Milnor Postmaster	112.00
3153	Debt Service	Payroll Account 61-639	1073.92
3154	Debt Service	Blue Cross Blue Shield of ND	2636.41
5577	Payroll	Terry J. Dusek	138.52
5578	Payroll	Jennie M. Hanna	1363.73
5579	Payroll	Richard A. Kaufmann	1299.39
5580	Payroll	Ryan J. Smith	1546.91
5581	Payroll	Nationwide Retirement Solutions	334.10
5582	Payroll	Jennie M. Hanna	1297.65
5583	Payroll	Richard A. Kaufmann	1448.08
5584	Payroll	Ryan J. Smith	1892.82
5585	Payroll	Nationwide Retirement Solutions	373.70
5586	Payroll	Blue Cross Blue Shield of ND	402.09
5587	Payroll	Unum Life Insurance Company	21.93
5588	Payroll	ND State Tax Commissioner	290.64

EFTPS 12	Payroll	Internal Revenue Service	2978.69
1069	Library	Milnor Public School	378.62
910	Airport	Dickey Rural Networks	31.55
911	Airport	Midwest Pest Control	60.00
924	Sebens Building	Chris Stanley	5692.00
925	Sebens Building	Jay's Hi-Way Furniture	13,558.53

The regular January meeting will be held at 5:00 p.m., Monday, January 11, 2021.

Motion to adjourn (Anderson/Heinert, unanimous).

Jennie Hanna, Auditor

Terry Dusek, Mayor