

Velva Regular Commission Meeting

November 16, 2020

Regular Meeting – 7:00pm

Velva City Hall

REGULAR MEETING: Velva City Commission Meeting called to order at 7:00 pm by Commission President Jennifer Barta. The Pledge of Allegiance was recited. Roll Call: Jenny Johns – Auditor; Kelly Jemtrud – Public Works Director; Ron Nagle – Assessor; Ben Zietz – Water/Sewer Commissioner; Mary Liz Davis – Police Commissioner; Dave Keller – Street Commissioner; Ken Kitelinger – Cemetery Commissioner; Emma Lavachek and Alan Walter – Ackerman Estvold Engineering on Zoom. Velva Area Voice, Heather Tudor – (ZOOM) was also in attendance.

MINUTES

Motion by Keller/Zietz to approve the minutes from the October 19 and November 4 meeting. Roll Call: All-Aye, motion carried.

PAYROLL & BILLS

Motion by Kitelinger/Zietz to approve the bills to be paid in the amount of \$104,875.40, and payroll for \$15,635.20. Roll Call: All-Aye, motion carried. Verendrye-\$1,333.34; Ackerman-\$2,943.75; BAG-\$103.74; Bank/ND-\$75,556.25; Bauer Welding-\$240; BDS-\$110.02; Circle San.-\$6,292.25; Darker Studio-\$2,000; DOT-\$6,615.95; DXP-\$50; 1st District-\$100; Gravel Products-\$1,234.79; Larsco-\$569.10; McGee Law-\$1,826; Mouse River-\$430.64; Municode-\$1,442.26; NAPA-\$123.36; National Domains-\$224; North Star CCU-\$422.71; One-Call-\$6.65; Ottetail-\$3,497.83; P.Jemtrud-\$450; RDO-\$50.64; SRT-\$775.74; TC Specialties-\$49.25; Velva Drug-\$17.70; Velva Library-\$199.97; Verizon-\$209.46.

GUESTS

No guests present.

NEW BUSINESS

No new business to discuss.

OLD BUSINESS

No old business to discuss.

ENGINEER

Lavachek discussed the funding for the Goldade lift station replacement project. She stated that we will be holding off on the SRF loan application now that the 2015 audit has been completed, and the balance sheets are more clear. Johns contacted David Kramer, at People's State Bank in Velva, and the city will be pre-approved for a loan if necessary. Johns also mentioned that she received an email from the state regarding the disbursement of Prairie Dog Fund monies to be sent out in December. The commission concurred to wait until the funds are received to decide on loans/funding. Lavachek instructed Johns to send the city's current bank reports to Emily with CDBG. Walter stated that he contacted the representative in charge of the finishing touches on the park bridge. The plaques are in place, and the railings will be finished soon. Commissioner Zietz asked about plans for the Highway 41 bridge. Walter stated they are having trouble getting the plans through the SRJB.

REPORTS OF THE PRESIDENT/FINANCE COMMISSIONER

Barta discussed social media posting by City Commissioners. Barta asked that prior to posting and/or commenting on social media, you remind yourself that you represent the City of Velva residents at all times, and to please do so in a positive way. Barta presented the engagement letter and contract from Brady Martz. The commission will need to approve Barta to sign the contract to continue on with years 2016 and 2017. Davis/Zietz made a motion to approve Barta signing the contract with Brady Martz. Roll Call: All-Aye, motion carried.

Water Commissioner: Zietz stated he had heard complaints from several residents regarding the recent tree trimming in town hired out by Ottetail Power. Zietz would like a representative from Ottetail contacted, explaining the disappointment of several home owners. Kitelinger asked about the sidewalk by the daycare. Jemtrud stated that the sidewalk was removed and filled with gravel until the issue can be addressed in the spring. Zietz discussed an issue with a business owner regarding parking in front of his establishment. Nothing could be done without a signed written complaint. Zietz stated his disappointment with the Governor's decision from last Friday. Zietz/Kitelinger made a motion for a public statement to be made, saying that the City of Velva does not support the Governor's order, we support our local business owners' rights. Roll Call: Kitelinger-yes; Zietz-yes; Keller-no; Davis-no; Barta-no, motion failed.

Street Commissioner: Keller would like the "No-Parking" signs to be added and faced towards oncoming traffic across from the Velva Fire Department. Keller/Davis made a motion to purchase two "No-Parking" signs for the Velva Fire Department, without the arrows. Roll Call: All-Aye, motion carried. Keller asked if we needed extra COVID-cleaning for

the city hall. Barta stated that the office is closed to the public right now, but the issue can be re-addressed at a later time if needed.

Cemetery Commissioner: Kitelinger reported that there were grave markers left on the old dirt road on the way to the cemetery. Kitelinger/Davis made a motion to purchase two “No Trespassing” signs for the intended areas; Kitelinger will meet with Jemtrud to discuss. Roll Call: All-Aye, motion carried.

Police Commissioner: Davis stated that she is planning to ask for a more descriptive police report than the one currently provided from the County.

AUDITOR

Johns stated that she will skip over the PSB loan as it was already discussed. Johns presented the MUNICODE ordinance adopting the code and dissolving the current ordinances. Barta read the Ordinance aloud. Zietz/Kitelinger made a motion to approve the 1st reading of the ordinance adoption with one revision; removing “and imprisonment for a term not to exceed 30 days, or by both such fine and imprisonment.” Roll Call: Kitelinger-yes; Zietz-yes; Keller-yes; Davis-yes; Barta-yes, motion carried. Johns presented the McHenry County Emergency Operations Plan as presented by the County. The County asked that the city review and adopt the plan at its next meeting. Davis/Keller made a motion to approve the Emergency Operations Plan. Roll Call: Kitelinger-yes; Zietz-no; Keller-yes; Davis-yes; Barta-yes, motion carried. Johns presented paperwork regarding the '06 BND Water Plant Special Assessment, stating there was an excess of \$57,762.71 year to date, and we are able to pay off the debt service one year early. Johns stated that per the NDCC, that money could be transferred to the general fund and eventually be used for another infrastructure project. Kitelinger/Zietz made a motion to refund the \$57,762.71 to the landowners. Roll Call: Kitelinger-yes; Zietz-no; Keller-no; Davis-no; Barta-no, motion failed. Barta asked if there was any other motions. Keller/Davis made a motion to move the money to the general fund to be allocated toward the Goldade lift station for next year’s project. Roll Call: Kitelinger-no; Zietz-yes; Keller-yes; Davis-yes; Barta-yes, motion carried. Barta presented the minutes from the sales tax committee meeting held this afternoon. A grant request submitted by Darker Studio Tattoo for building improvements. Davis/Zietz made a motion to approve the request for improvements to Darker Studio Tattoo. Roll Call: All-Aye, motion carried. Barta read an email from City Attorney VanGrinsven, requesting commission’s approval to participate in a court-sponsored settlement conference, if the other parties are also willing to do so. Zietz/Davis made a motion to approve the request. Roll Call: All-Aye, motion carried.

ADDITIONS

Keller mentioned that the Velva Area Chamber will be holding “Star City Christmas Night” on December 19th in the Velva Park. All businesses and residents are encouraged to attend. *As there was no other business to discuss, Barta adjourned the meeting at 8:33 pm.

The next Commission Meeting will be Monday, December 21 at 7:00pm.

If you would like to be on the agenda in the future, the deadline is Thursday at noon before a meeting.

****Minutes are subject to amendment and approval****

Jennifer Barta
Commission President

Jenny Johns
Auditor