

Velva Regular Commission Meeting

July 21, 2025

7:00pm

Velva City Hall

Velva City Commission meeting called to order at 7:00 pm by Commission President Mike Schreiner. The Pledge of Allegiance was recited. Roll Call: Mike Schreiner – Commission President, Street/Finance; Dave Keller – Vice President, Police Commissioner (including Cemetery oversight); Mary Liz Davis – Police/Finance Commissioner; Ben Zietz – Water/Sewer Commissioner; Gene Jenson – Commissioner of Streets/Improvements (including Cemetery oversight); Jenny Johns – City Auditor; Kelly Jemtrud, Schad Prellwitz – Public Works Department; Emma Lavachek – Ackerman-Estvold Engineering; Heather Tudor – Velva Area Voice; Jodie Frankl, George Stewart and son.

MINUTES: Motion by Jenson/Davis to approve the minutes from the June 16 regular meeting and June 30 special meeting. Roll Call: All-aye; motion carried.

PAYROLL & BILLS: Davis/Jenson made a motion to approve the bills paid and bills to be paid in the amount of \$71,483.16 and Payroll for \$46,542.63. Roll Call: All-aye; motion carried. (Acme 386.18, BestValueInn 151.20, AutoValue 157.80, BagLLC 234.06, BCBS 718, ChemLab 308.78, Circle 7017.75, DAP 113.75, Enerbase 381.25, 1stDistrict 60, Hawkins 1483.42, Hirshfields 519.96, MainElec 702.04, McGee 512.50, SheriffsDept 20,325, Menards 51.02, MHeisler 500, MouseRiver 906.96, NDDOH 50, NDSPB 25, NDFMGA 125, NSCCU 2326.51, 1Call 15, Ottetail 3949.93, PJemtrud 450, SchocksLock 324, SRT 620.60, TeamLab 6687, VCDC 1640.01, Library 1640.02, Verizon 250).

Personal Appearances: Jodie Frankl was in attendance to address the effects of fireworks on our PTSD veterans. Frankl asked if the commission would consider amending the ordinance to ban mortar and cannon type fireworks, as these are intense triggers to veterans, post war. The Commission concurred to look into the matter.

-George Stewart and his son, Valley Park Manor owners, were in attendance to ask the commission to allow RVs in their empty mobile home spaces to generate more income for the trailer court, until they have enough mobile homes to fill the remaining empty spaces. The commission concurred to table the topic until further research could be gathered.

-Stewart also asked if the city could pay for the asphalt material for the road into the trailer court, as Stewart will be resurfacing driveways this fall; Stewart offered to pay for the application of the asphalt if the city would pay for it. Two bids totaling \$50,185 were included with the request. The commission concurred to table the request until further research could be done on the topic.

Reports of The President/Finance & Street Commissioner

Schreiner read a Facebook post from a resident with false information and claims of fraudulence against himself and the commission. Schreiner asked for the commission to be aware of the claims.

Communications:

-Johns presented the complaint letters and the work that has been done alongside the Sheriff's Department.

-The police report was in the packet for the commission's review.

Reports of Officers, Boards, Committees

Commissioner Davis: Davis stated she met with City Auditor Johns to review the budget prior to tonight's meeting.

Commissioner Keller: Keller asked why Velva could not have their own garbage truck like Towner has.

Commissioner Zietz: Zietz had nothing to discuss.

Commissioner Jensen: Jensen stated the capital improvement street projects will begin mid- to late August. Jensen commented that the cemetery trees look good, except for the ones that blew over and are dying.

Engineer's Report: Lavachek gave an update on the lead service line project, stating that Ackerman still had field units out going door to door to complete the surveys that were not submitted by the homeowners last year. They are on their third round of surveys.

-Lavachek stated that the bridge project is still schedule to begin this fall.

Auditor's Report: Johns asked for a review of the garbage fund, as the increases from Circle Sanitation has caught up with the city and we are currently in a deficit for this fund. Jensen/Davis made a motion to increase the garbage rate \$2.50, effective July 1st, to allow for recuperation of revenue to the garbage fund. Johns stated that this increase should allow the fund to break even by year's end. Roll Call: All – aye; motion carried.

-Johns asked the commission to set the final budget hearing date so she can meet the deadline to the county. Jensen/Davis made a motion to set the final budget hearing date for: September 15 at 6:30pm, prior to the regular meeting. Roll Call: All – aye; motion carried.

-Jensen stated that going forward, any refrigerators brought to the appliance dump area, will have to remove the doors and glass prior to being left there.

Assessor/Building Inspector: The building permit list was in the packet for the Commission's review.

Public Works Report: Discussion on how long to keep the appliance dump area open this year. Jemtrud will schedule a final pickup by our contractors for the year this fall. Prellwitz asked for an update on the SCADA system for the water plant/lift stations. Lavachek will look into it.

Introduction & Adoption of Resolutions/Ordinances: Johns presented an ordinance that was initiated after last month's meeting when Brent Fischer addressed the commission on the safety of motorized scooters in town. Zietz asked if we could get resident feedback before proceeding. Jensen/Davis made a motion to approve and adopt the ordinance on 1st reading as presented:

Sec. 26-8 Motorized Scooters & Sec. 26-9 Penalty and fee

26-8. Motorized scooters.

1. Motorized Scooter is a wheeled, open vehicle, regardless of number of wheels, powered by any style motor of less than fifty (50) c.c. or if powered by electric motor is capable of going in excess of fifteen (15) miles per hour and not capable of being licensed as a motor vehicle under North Dakota law.
2. The provisions of this ordinance are not intended to apply to:
 - a. A vehicle which may be defined as a scooter but is being used to provided mobility to a handicapped or physically impaired person; or
 - b. A child's electric, motorized toy not capable of exceeding fifteen (15) m.p.h. on a flat surface.
3. A person may operate a motorized scooter within the City of Velva subject to the following conditions:
 - a. A motorized scooter may be operated on a public sidewalk but must give pedestrians the right-of-way.
 - b. An operator of a motorized scooter on public property must be at least twelve (12) years of age.
 - c. An operator of a motorized scooter under eighteen (18) years of age must wear a helmet.
 - d. No passengers are allowed on a motorized scooter.
 - e. Motorized scooters may be operated during the hours from sunrise to sunset by any operator who has or does not have a valid driver's license. Operators with a valid driver's license may operate a motorized scooter from sunset to sunrise as long as the motorized scooter has a headlight, tail light and lighted turning signals.

- f. Operators of motorized scooters shall follow and be entitled to the benefit of the rules of the road applicable to motor vehicles.
- g. A motorized scooter shall not exceed the posted speed limit.
- h. All motorized scooters operated within the City must be equipped with factory supplied stock mufflers, exhaust systems and braking systems.
- I. Unless otherwise allowed by Velva Park District, motorized scooters shall not be operated upon any Park District pathways or trails within the City.
- j. Operators of motorized scooters who do not have a valid driver's license must have a training certificate issued by an authorized motor scooter dealer in their possession at the time of operation.

26-9. Penalty and fee.

A violation of Section 26-8 is an infraction for which there is a fifty dollar (\$50.00) fine.

-Roll Call: Jenson, Davis, Keller, Schreiner – aye; Zietz – nay. Motion carried.

Personal Appearances: Personal appearances were previously discussed.

Unfinished Business: no unfinished business to address.

New Business: The State Forestry Service has an 80/20 grant opportunity for cities to remove and replace Ash trees within the city, as the state is worried about the mitigation of the Emerald Ash Borer. The grant opens in September, Johns will apply.

Additions: Schreiner presented a letter from FEMA, who provided the conditional letter of map revision that will be affecting Velva during the bridge project. The project, if constructed as proposed, could revise the effective Flood Insurance Study report and Flood Insurance Rate Map for Velva.

-Johns presented the NDLC fall conference agenda and asked if any commissioner would like to attend. Davis would like to be signed up for sure.

Adjournment: With no other business to discuss, Schreiner adjourned the meeting at 8:07 pm.

The next Commission Meeting will be Monday, August 18 at 7:00pm.

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

*****Minutes are Subject to Amendment and Approval*****

Mike Schreiner
Commission President

Jenny Johns
Auditor