

CITY OF EMERADO

201 MAIN STREET, EMERADO, ND 58228

CITY COUNCIL MEETING

1/9/2023 7PM

APPROVED

AGENDA:

Mayor Lanes presiding and started the meeting at 7:02pm

Roll Call: Wynn, Molin, Hanson, Linneman

Minutes—Council Meeting minutes from 12/5/2022 were reviewed by council members and approved.

Finance Report/Bills—Financial Report was reviewed by council members and approved. Motion was made to approve the bill in December 2022 and for paying of the upcoming bills in January 2023. 1st Linneman 2nd Wynn.

Police Report—Chief Lund explained he did not have a monthly report as he has been extremely busy, but has had 80 case reports for the year. He explained he had some district court cases he has been working on and discussed the fire in the Acks trailer court. He also stated he had applied for a Walmart grant, but he was past the deadline as the information he provided was rejected, but has resubmitted the new information.

OLD BUSINESS:

1. **Banyon Update:** Auditor J Klava explained the payroll program is ready except the direct deposit. Accounting program is almost ready as the budget and balance of checking still needs to be finished up and was working with Banyon on this. Utility Billing has had some problems with Banyon converting the info so things are having to be put in manually.

NEW BUSINESS:

1. **PSN Update:** Auditor J Klava explained been trying to get in contact with them for almost two weeks, but did get ahold of them today and will be working on getting the payment system set up.
2. **Water Rates and Changes—Ordinance 14.0215.** Mayor Lanes explained Auditor J Klava brought up that we have not been billing according to the ordinance. Auditor J Klava explained we read meters on the 20th and send out the bills and the customers have till the 15th to pay. The ordinance states bills are due the 1st of the month. Council decided to go back to the way the ordinance is written and will send out letters to resident that it will start March 2023.

3. **Past Due Water Accounts:** Auditor J Klava explained there was 2 past due accounts and was working with ND Rent Bridge to get the payments on these. Also discussed the ones on the past due list are usually ones that we cannot turn off. Mayor Lanes asked Attorney Warcup with these residents could be charged the disconnect/reconnect fee enough though they aren't turned off. Attorney Warcup stated the ordinance states we can so this will be done to the past due accounts. Mayor Lanes also discussed the curbstops for the ones that cannot be turned off. Council decided that a letter will be sent out now to the owners of these properties and they will be given a time line in the spring to fix the curbstop and if not done, the city maintenance worker will fix and the owner will be charged.
4. **Randy Pike---Rezoning his land from residential to multi family.** Randy approached the council and explained he would like to build 3 duplexes on his property. Stating they would be row housing, facing the main street. He will be working with Glenn to take down the house as he doesn't have the equipment to do it and he has someone taking down and cleaning up the trees. Mayor Lanes discussed with Attorney Warcup and it was decided Randy would have to write up a petition and present it to the council and a public hearing would need to be held and published in the newspaper. Randy will work on the petition.
5. **Off the Hook Seafood:** Mayor Lanes explained that this company a seafood food truck has been coming and selling in the City at least monthly and has never came in to get a transit merchant permit, and has been asked to leave once already. Attorney Warcup will do some research and see what the consequences would be for penalties. This was tabled to the next meeting.
6. **Ack's Trailer Court Meter:** Mayor Lanes explained the meter in Ack's trailer park is not working correctly and the whole meter needs to be replaced. Auditor J Klava explained the top of the meter was replaced awhile ago and that did not solve the problem. J Klava explained Karen from Ferguson Water was here and went over there and did a test and the low side of the meter is not working as it read 28 gallons and it should be in the thousands. So, the new compound meter that was ordered awhile ago but was on back order, had just arrived but Ferguson had offered it to someone else but if we wanted it she would leave it with us. Council decided to replace the meter which cost around \$3700. Auditor J Klava explained she had spoke with Joey from Schmitz Inc regarding installing the meter and he is working to find someone to do it. Mayor Lanes also told the Council that in the future a new software program will need to be purchased as the software program we use now for water readings will outdate in December 2023.
7. Auditor J Klava asked the council about a check that was written to Marco in November that Marco never received. Explained spoke with Marco and they stated that if check was cancelled and they received it they would be cashing it and charge us \$30. J Klava asked council if they wanted her to cancel check and pay the \$30 if they cash it or just leave it hanging out there. Attorney Warcup stated to write a letter to Marco stating you are reissuing the check that was lost

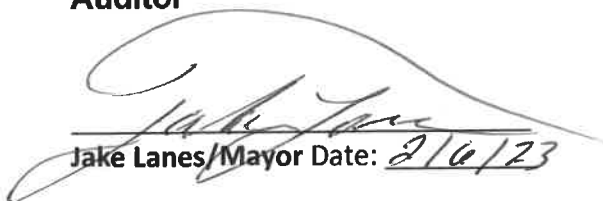
CONTINUED.....		
ACH	ND Pers (Retirement)	\$1414.29
ACH	EFTPS Payments	\$1836.31
ACH	ND Pers (Life)	\$77.88
ACH	ND State Tax	\$238.88
ACH	BC/BS	\$5096.63
ACH	Verizon	\$254.70

DEBIT CARD PAYMENTS MADE IN DECEMBER 2022	AMOUNT
Cenex	\$135.39
Superpumper	\$100.43
Dollar General	\$45.44
Dollar General (Fire Dept Christmas Presents-School)	\$459.69
Apple.com	\$14.53
Michaels	\$94.29
Walmart	\$47.49
Amazon	\$225.88
Costco	\$139.74
USPS	\$256.05
Sams Club	\$44.76

BILLS TO BE APPROVED TO BE PAID IN JANUARY 2023	AMOUNT
Fire Dept (Contract-December 2022)	\$3750.00
Railroad Management Company (DUE 4/23/2023)	\$774.18
ND Sewage Pump & Lift (Work in Acks-sewer)	\$4482.50
Schmitz Inc (Contract-December 2022)	\$3000.00
Schmitz Inc (Snow Removal)	\$10,940.00
Interstate Towing (Police Car)	\$1851.83
GF County Real Estate Taxes (DUE 2/15/2023)	\$8925.48
Schmitz (Waiting for pymt from Polar)	\$1125.00

ADJORNMENT: T Hanson

Meeting minutes are unofficial until approved by the City Council. J Klava City Auditor


 Jake Lanes/Mayor Date: 2/10/23


 Janelle Klava/City Auditor Date: 2/10/23