

APPROVED

CITY OF EMERADO

201 MAIN STREET, EMERADO, ND 58228

CITY COUNCIL MEETING

5/1/2023 7pm

AGENDA:

Mayor Lanes presiding and called the meeting to order at 7pm.

Roll Call: Members present: Tamara Wynn, Tony Hanson, Joel Linneman, Mayor Lanes, Auditor Janelle Klava. Frank Molina Absent

M/S/C (TH/TW) Approval of Council Agenda and approval of minutes from 4/12/2023 council meeting. Roll Call: Wynn, Linneman, Hanson. Let the record show all in favor.

M/S/C (TH/JL) to approve Financial Report and to approve the bills paid in April 2023 and for paying of upcoming bill in May 2023. Roll Call vote: Wynn, Linneman, Hanson. Let the record show all in favor.

Police Report—Chief Lund gave his monthly police report. Talked about the feral cats around town and that Circle of Friends is still doing the catch/release program, but they are in need of volunteers. Mayor Lanes asked Attorney Warcup to research regarding ownership of these animals and what can be done. Table till the next meeting so Attorney Warcup can do some research.

OLD BUSINESS:

1. **Mowing Contract:** The sealed bids for the mowing contract were opened by Mayor Lanes. The following bids were received: River Cities Lawn Service \$28,500, Sunshine Law Care & Snow Removal \$44,490, CJ Lawn Service \$15,400, Lost Limb Logging & Tree Service LLC \$38,800, Samuelson Lawn Care \$25,180, Pro Land/Snow \$16,490, Schmitz \$16,900 and Jeff Holmgren \$15,000. The lowest bid was Jeff Holmgren at \$15,000. Council members discussed the contract with Holmgren, and council had concerns regarding Jeff's qualifications including being a one-man operation, no prior experience with a job of this size. Jeff Holmgren was found to be a non-qualified bidder. The second lowest bid was CJ Lawn Service. The council discussed contract with Chase from CJ Lawn Service and found him to be a qualified bidder. M/S/C (JL/TW) Motion made to accept the bid from CJ Lawn Care for the amount of \$15,4000. Roll Call: Wynn, Linneman, Hanson. Let record show all in favor.
2. **Blighted Structures and Junk-** Chief Lund gave a list of 5 properties for blighted structures, and 5 for junk. The council discussed the various properties, and it was decided Chief Lund will send letters to the property owners and they will have a set timeline to clean them up or they will be summons to court.

NEW BUSINESS:

1. M/S/C (TH/JL) Motion made to designate Larimore Leader as the official newspaper. Roll Call: Wynn, Linneman, Hanson. Let the record show all in favor.
2. **Flooring for City Hall:** Mayor Lanes explained that there were some concerns with the tile floor in City Hall being unsafe due to it being worn out. Discussed the bid that was received from Floor Guys for \$3500 for the installation of new flooring and carpet throughout City Hall. The council requested an estimate on what material would cost. Shelly Brower also stated that the Myra Foundation may be able to help with grants for the flooring and any other remodeling that is needed. Auditor will check into grants. The council tabled till the next meeting.
3. **Snow Removal Application for reimbursement:** Auditor explained there are two programs for grant money for snow removal. Early season and current season. Snow removal can be reimbursed up to 60% depending on how many applications they receive. The early season paperwork has already been submitted to the State. The current season will be due May 30, 2023, and will include all of April 2023.
4. **City Wide Residential Water Pipe Photos:** Auditor explained that the city water guy attended a conference in Bismarck and learned we need to have record of what kind of pipe is going into every property, whether its copper or lead. Will need to have proof so will take pictures of all meters in every residential/commercial property within the city. Needs to be completed by October 2024, so will need to be started this summer. Glenn Schmitz also discussed that coming soon the city will need to replace water pipes, and that there is grants out there to help with the cost.
5. **Citywide Clean-up:** Discussed having two dumpsters for citywide cleanup. Auditor got estimates from all the various places. The council decided to have 2 dumpsters for the leaves/branches on May 12-14. Shelly Brower discussed her concerns with the city not having a clean-up day for the last 2 years and that residents did not have anywhere to put their junk and suggested having the city hire someone to go house to house to pick up junk for the residents. Council asked Auditor to check into the price of that.
6. **Past Due Water Accounts:** Auditor explained there are 3 past due accounts and one account that has been disconnected for about a week.

CHECK #	BILLS ALREADY PAID IN APRIL 2023	AMOUNT
9815	Connecting Point	\$234.00
9816	Marco	\$456.52
9817	Schmitz Inc	\$10,940.00
9818	Swanson & Warcup	\$1188.74
9819	Excel Energy	\$338.60
9828	East Central Regional Water	\$5860.04
9829	GF Utility Billing	\$26.00
9830	IT Technology	\$53.05
9831	Midco	\$75.50
9832	Ness Printing	\$16.25
9833	Nodak Electric	\$1211.10
9834	Railroad Management Company	\$774.18
9835	Schmitz Inc	\$2665.00
9836	Waste Management	\$10609.49
9837	Lonnie Arp (Water Conference)	\$337.41
	ACH PAYMENTS MADE IN APRIL 2023	
ACH	PSN	\$303.50
ACH	ND Pers (Retirement)	\$1468.67
ACH	EFTPS Payments	\$1228.45
ACH	ND Pers (Life)	\$127.55
ACH	BC/BS	\$5096.63
ACH	Verizon	\$254.62

DEBIT CARD PAYMENTS MADE IN APRIL 2023	AMOUNT
Cenex	\$160.07
Walmart (Council Computers)	\$701.02
Vista Print (Mouse Pads)	\$75.07
Dollar General	\$6.78
Hugos	\$18.10
Apple.com	
USPS	\$159.00
Traffic Safety Store (Barricades)	\$1608.66
Comfort Inn & Suites (Lonny to attend water conference)	\$176.40
Ask.Key.com (Police Dept)	\$57.74
Walmart (Police Dept)	\$9.55
Scheels (Police Dept)	\$78.26
Acme Tools (Police Dept)	\$46.98
Northdale Oil (Police Dept)	\$33.71

BILLS TO BE APPROVED TO BE PAID IN MAY 2023	AMOUNT
North Dakota Public Finance Authority (Due 5/24/2023)	\$12,037.50
GoDaddy.com (Website)	?
Schmitz, Inc (Snow Removal)	\$15,500.00
Schmitz Inc (Snow Removal)	\$1022.50

Schmitz Inc (Waiting for payment from Polar)	\$1125.00

ADJORNMENT: JL/TH

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


Jake Lanes/Mayor Date: 6/5/23


Janelle Klava/City Auditor Date: 6/5/23