

CITY OF EMERADO

204 MAIN STREET (EMERADO FIREHALL) EMERADO, ND 58228

CITY COUNCIL MEETING

11/7/2022 7PM

AGENDA:

Mayor Lanes presiding and started the meeting at 7PM.

Roll Call: Wynn, Molina, Linneman, Hanson (Absent)

Past Minutes: Council Meeting from 10/3/2022 and Final Budget Meeting 10/3/2022. Minutes were reviewed by council members and approved.

Finance Report—Financial Report was reviewed by council members and approved. Motion was made to approve the bills in October 2022 and for paying of the upcoming bills for November 2022. 1st Linneman 2nd Wynn. Roll Call: Wynn, Molina, Linneman. Mayor let record show all in favor.

Police Report: Chief Lund explained he had been too busy this month to prepare a report for the meeting as he had been on vacation and was trying to get caught up, but that he has had 68 case reports this year, and a lot of his cases were cited for District Court (felonies, etc) He also stated that he had a court date coming up for a junk citation.

CHECK #	BILLS ALREADY PAID IN OCTOBER 2022	AMOUNT
9611	Joel Linneman (Trees)	\$300.00
9612	Tony Hanson	\$110.82
9613	Jake Lanes	\$138.52
9614	Joel Linneman	\$110.82
9615	Frank Molina	\$110.82
9616	Tamara Wynn	\$110.82
9617	Tony Hanson	\$110.82
9618	Jake Lanes	\$138.52
9619	Joel Linneman	\$110.82
9620	Frank Molina	\$110.82
9621	Tamara Wynn	\$110.82
9622	Patrick Rosenquist	\$254.58
9623	Cordilayne Meyer	\$340.00
9624	GF County Highway Dept	\$125.40
9625	Intellitech (PD)	\$264.98
9626	ND One Call	\$5.95
9627	Marco	\$202.26
9628	Emerado Fire Dept	\$3750.00

9629	East Central Regional Water District	\$6516.11
9632	Mike's Lawn Service	\$5300.00
	CONTINUED.....	
9633	Swanson & Warcup	\$400.00
9634	Nodak Electric	\$900.98
9635	Waste Management	\$1922.95
9636	Waste Management	\$227.47
9637	Waste Management	\$3292.77
9638	Midco	\$167.05
9639	Midco	\$75.50
9640	East Central Regional Water District	\$6712.33
9641	Ferguson Waterworks	\$2494.19
9642	GF Utility Billing	\$26.00
9643	Excel Energy	\$91.02
9644	Joel Linneman (Trees)	\$1900.00
9645	Midco (Firehall)	\$108.21
9646	Midco (Church)	\$53.01
ACH	ND Pers (Life Insurance)	\$77.88
ACH	BC/BS	\$5096.63
ACH	ND Pers Retirement (October)	\$1258.16
ACH	EFTPS Payment (Soc Sec/Medicare/FIT)	\$1645.49

DEBIT CARD PAYMENTS MADE IN OCTOBER 2022	AMOUNT
Cenex	\$101.74
Superpumper	\$137.71
BestBuy (TV)	\$386.08
Walmart (TV Mount)	\$45.52
Dollar General	\$40.98
Walmart (Office)	\$42.19
Midco (Firehall)	\$297.22
Midco (Church)	\$116.02
Rydells	\$75.67
Walmart	\$336.49
Amazon (Office)	\$101.79
Deluxe Checks (Water Deposit Acct)	\$165.68
Amazon (PD)	\$130.91
Apple.com	\$14.53
Microsoft Office Renewal	\$104.99
Valvoline (PD-Oil Change)	\$72.98
Harbor Freight (PD-Air Compressor & Tools)	\$490.49
Valvoline (PD-Oil Change)	\$72.98
Walmart (PD-Candy Trunk or Treat)	\$133.52

BILLS TO BE APPROVED TO BE PAID IN NOVEMBER 2022	AMOUNT
GovOffice (City Website)	\$630.00
ND Public Finance Authority	\$2037.50
Schmitz (Water Leak 5/2022)	\$7225.00
Schmitz (Waiting for pymt from Polar)	\$1125.00
Schmitz (Install meter at Acks Trailer Court)	\$180.00
Schmitz (Blade Roads)	\$300.00
Schmitz Maintenance Contract (October)	\$3000.00

OLD BUSINESS:

1. Merlyn Hensrud approached the council stating that he had placed a cement pole with pvc pipe over at the end of his driveway at his apartment building on Franklin Avenue. And states it that was damaged last winter by the snow removal crew. He presented a picture of the damage to the council. Mayor Lanes advised Mr. Hensrud he would have to do some investigating on the pole and get back to him.

NEW BUSINESS:

1. **H & H Coating (water tower).** Mayor Lanes explained that H & H Coating had been out to inspect the water tower a few weeks ago and have not yet received the report. Mayor Lanes explained the City has a contract with them that is coming due in January 2023.
2. **Banyon Data Inc Accounting Software:** Mayor Lanes explained the problems we have been having with the Black Mountain software and that City Auditor Janelle did some research and found that Banyon would work good for the City. Auditor Janelle explained she met with Banyon and explained all the programs (accounting, utility billing, payroll, credit card payments and ACH payments) Total proposal from Banyon is \$18,075.00 and that Black Mountain cost about \$12,000 in 2010. Janelle also explained we would need a program called PSN for credit card payments which would cost about \$100-150 monthly fee, but that the City could charge residents when

they make a payment to recoup the cost. Auditor Janelle explained if the City wanted it to start January 1st, we would need to get moving on this. Motion was made to approve the purchase of Banyon Date Accounting software. 1st Linneman 2nd Wynn. Mayor let the record show all in favor.

3. **Water Leaks:** Mayor Lanes explained there was a water leak on Hancock that was fixed by Glenn, and that there was another potential one but the owner realized someone had shut off the main water value. Mayor Lanes also explained we recently had a sewer problem, and the sewer line was completely plugged. Glenn Schmitz explained it was plugged with mop heads, rags, wire and some grease. Mayor Lanes explained he had drafted a letter to go out to all residents explaining what could not go down the sewer and what the ordinance is on it. So that the cost would not have to be put on the residents if it continued in the future.
4. **Inventory of City Property:** Mayor Lanes explained it was recently discussed about inventorying all the City the property because of as of right now we do not know what the City has. Mayor Lanes explained when the Fire Dept completed their inventory and gave it to their insurance company their premium went down. It was decided that this will be completed for the City in the next couple months.
5. **Blighted Structures:** Mayor Lanes explained he had recently met with City Attorney Warcup and discussed how the City as a whole can work on these structures. Attorney Warcup explained the slight changes that were made to Ordinance 9.0507. The fee was increased to \$1500 from \$500 for failure to comply with the Order and increased to \$1500 from \$500 for anyone removing the notice, which is a Misdemeanor. Warcup explained if the owner does not comply it goes to the City Council for a hearing and the Council makes decision. Can go to District Court as a civil matter. Warcup also explained an inspection would be done by either the Fire Chief, Chief of Police or anyone the City designated to do so. Warcup stated to start a few properties to start with. This is the 1st reading of the Ordinance 9.0507.
6. **Ordinance 1.0203** was also amended for the salary for attending meeting for the Mayor from \$120 to \$150 and Council Members from \$80 to \$120. Motion was made to approve the salary change. 1st Linneman 2nd Wynn. Mayor let the record show all in favor.
7. **Old School House to be moved in by Museum.** Mayor Lanes turned it over to J Renfrow from the Museum. J Renfrow explained they had been given an old school house and would like to move it into the property of R Pike. They

have spoken with R Pike about purchasing a 25 ft lot on his property. J Renfrow explained she had met with Glenn about moving the school house and he has someone coming to look at it to see if it can be moved. It is 18x27ft. It will be in the future as they have to find out the cost of the move, property etc. J Renfrow explained it would need no electric or water, and that they had someone to donate the concrete. Mayor Lanes explained to let the Council know when they are closer to the date of moving the school house so they can do some checking into it.

8. **Past Due Water Accounts:** Auditor Janelle explained there was 2 past due accounts. One was being paid by a church and was waiting for payment. Other was a tenant that moved out, so landlord is paying the bill.

9. **Juan Hernandez-Property he purchased on Cairns Ave:** Juan approached the council and explained he will have the land paid for by end of the month and wanted to know what the requirements were for moving in a trailer home and building a garage. Mayor Lanes asked what year the trailer was. Juan stated a 2005 doublewide. Mayor Lanes explained they would have to review the ordinances and zoning before the Council could give approval or not, so will let him know.

10. **Tree Lighting:** Auditor Janelle explained that the City would be handing out some goodies at the tree lighting ceremony on December 3rd.

ADJORNMENT: J Linneman

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

Jake Lanes/Mayor Date: _____

Janelle Klava/City Auditor Date: _____