

City of Flaxton
Council Proceedings
Approved Minutes

June 4, 2019

The regular City Council meeting was called to order by Mayor Mary Bjergaard @ 7:30 p.m. Present were council members Duncan DeMint and Shawn Kalmbach via speaker phone and City Auditor, Amy Ones. Also present were Burke County Sheriff, Shawn Brien, representatives from the Minot Air Force Base and Connie Nygaard. Absent were council member, Tammy Halverson, and Public Works Director, Barb Cron.

The meeting began with the Pledge of Allegiance.

Representatives from the Minot Air Force Base gave a brief discussion on their activity in the area and keeping the lines of communication open between the council and base personnel.

Sheriff Brien addressed the issue of (2) dogs that have been running at large several times in the past month. Sheriff Brien visited with the dog owners regarding the issue and reminded everyone to contact the Sheriff's office with any concerns they may have. Sheriff Brien presented the proposed 2020 Burke County Sheriff's Contract for the City of Flaxton. The contract estimate is \$300.00/month or \$3,600.00 annually. Motion D. DeMint, second S. Kalmbach to authorize Auditor Ones to inquire with the Burke County Commissioners why city residents are required to pay property taxes to the County to cover the general fund budget costs of the Sheriff's Department and to also pay property taxes to the City to cover the cost of the annual Sheriff Department's contract. All in favor, motion carried.

Connie Nygaard representing the Memorial Hall Preservation Committee addressed the council. The annual meeting of the Memorial Hall Preservation Committee will be held on June 26, 2019. The Portal Mason's group has given a \$1,000.00 unrestricted donation to the committee. Action was requested on the following items presented by the Memorial Hall Preservation Committee:

1. Start bid process for roof repair. Pledges totaling \$19,500.00 are available outside of City funding. (3) contractors have indicated interest and viewed the roof in the last 2 years.
2. Permission to paint hall kitchen cupboards.
3. City Council representation at the June 26 Annual Hall meeting.
4. Determine steps to make Hall handicapped accessible.
5. Restate commitment to Hall's designation as Burke County Emergency Shelter and special meeting and election site.

Motion D. DeMint, second S. Kalmbach to authorize Auditor Ones to prepare and advertise bid notice for the Memorial Hall Roof Repair in The Burke County Tribune, Kenmare News, Minot Daily News and Williston Herald with a total publication budget not to exceed \$300.00. All in favor, motion carried.

Motion D. DeMint, second S. Kalmbach to have the City Attorney prepare a liability waiver for the individual interested in removing scrap metal from the landfill and to include the following requirements in the waiver: All in favor, motion carried.

1. ALL scrap metal must be removed not selected items only.
2. A deposit of \$100.00 is required prior to any removal, payable in full to the City of Flaxton. Upon completion of scrap removal and a landfill inspection by a city council member or city employee the deposit will be refunded.
3. A member of the city council or city employee must be notified in advance of landfill entry & exit

Motion D. DeMint, second S. Kalmbach to approve the May 7, 2019 meeting minutes as presented. All in favor, motion carried.

Motion D. DeMint, second S. Kalmbach to approve the financial reports and bills as presented. All in favor, motion carried. Overdue utility accounts were reviewed.

A public works report was unavailable at the time of the meeting.

Auditor Ones reported that no applications were received for the summer maintenance position.

Motion D. DeMint, second S. Kalmbach to have Circle Sanitation deliver an additional roll off container for resident usage. All in favor, motion carried.

Motion D. DeMint, second S. Kalmbach to contact Lucy Trucks to purchase gravel for the city streets in an amount not to exceed \$10,000.00. All in favor, motion carried.

Auditor Ones stated that the City Attorney advised that a planning & zoning commission/board is not required to have (5) members and can have as few as (3) members as long as one member of the commission/board resides outside of the Flaxton city limits. Further discussion tabled until the July 2019 meeting.

Motion D. DeMint, second S. Kalmbach to establish the bond for the City Auditor in the amount of \$408,000.00 in accordance with the "Application for Coverage" thru the State Bonding Fund. All in favor, motion carried.

Discussion was held on the possibility of implementing a home rule charter and local city sales tax. Further discussion tabled until the July 2019 meeting.

Auditor Ones stated that CDBG funding is available thru the Souris Basin Planning Council for the City to prepare a comprehensive plan. However, the City has risen above the 51% poverty level threshold to qualify for CDBG funding. An income survey of all residents can be conducted to determine further eligibility for CDBG funding. Auditor Ones will have more information at the July 2019 meeting.

Motion D. DeMint, second S. Kalmbach to authorize use of the Memorial Hall to the Burke County Commission on Aging for a picnic and meeting on July 16, 2019. All in favor, motion carried.

Meeting adjourned at 9:00 p.m.

Next meeting Tuesday, July 2, 2019 @ 7:30 p.m. at the Flaxton City Hall.

Approved Bills: May Payroll: 2,561.72, BC Tribune: 41.25, Circle Sanitation: 632.00, Core & Main: 98.22, First Collections: 113.70, FDHU: 25.00, Furuseth, Olson & Evert: 280.00, Gustafson Septic: 180.00, Hawkins: 202.02, Kenmare News: 34.00, MDU: 1,195.22, Menards: 35.69, NCC: 192.71, ND Dept. of Health: 11.77, Tuffys: 9.17, Visa: 106.31

City Auditor, Amy Ones

Publication Date: July 10, 2019

Mayor

Date

Auditor

Date