

City of Flaxton
Council Proceedings
Approved Minutes

July 2, 2019

The regular City Council meeting was called to order by Mayor Mary Bjergaard @ 7:50 p.m. Present were council members Duncan DeMint, Tammy Halverson and Shawn Kalmbach and City Auditor, Amy Ones. Also present were Jeff Ebsch representing Brosz Engineering, Connie Nygaard and Calvin Kalmbach. Absent was Public Works Director, Barb Cron.

The meeting began with the Pledge of Allegiance.

Jeff Ebsch representing Brosz Engineering discussed the chip seal project on Railway Avenue. The estimated cost of the project is \$40,400.00 which includes \$6,400.00 for preliminary and construction engineering fees. Motion T. Halverson, second D. DeMint to authorize Brosz Engineering to move forward with the chip sealing project on Railway Avenue to preserve the road and to pursue estimated costs to repair the significant cracks. 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 was held on June 26, 2019. Action was requested on the following items presented by the Memorial Hall Preservation Committee:

1. A specific task list for Hall maintenance be posted and monitored. It would include:
 - a. Weed removal around the exterior
 - b. Regular emptying of dehumidifiers
 - c. Cleaning of and paper products in bathrooms
 - d. Other
2. Memorial funds are to be directed at window replacement. Please give permission to Hall Committee to move forward on this; estimates, etc.
3. We wish to purchase a plaque for the NHRD. Permission requested.

Motion T. Halverson, second S. Kalmbach to designate a key to the Memorial Hall for the Preservation Committee and to have the City Attorney prepare a liability/insurance/volunteer waiver for possession of the key. Preservation of the Hall Committee will also be responsible for notifying the City Auditor of entry and exit times. All in favor, motion carried.

Motion D. DeMint, second T. Halverson to authorize the Preservation of the Hall Committee to obtain estimates for replacing the windows in the Memorial Hall. All in favor, motion carried.

Motion T. Halverson, second D. DeMint to authorize the Preservation of the Hall Committee to purchase a plaque as requested. All in favor, motion carried.

Motion T. Halverson, second D. DeMint to authorize the Preservation of the Hall Committee to refurbish the kitchen cabinets and purchase new hardware as requested at the June 4, 2019 meeting. All in favor, motion carried.

Motion D. DeMint, second S. Kalmbach to authorize use of the Memorial Hall to Connie Nygaard for the "Prairie School for the Arts" on July 13-14, 2019. All in favor, motion carried.

Bids were opened for the Memorial Hall Roof Repair Project.

1. Gronos Construction (Minot, ND): Bid Amount \$53,500.00
2. Range Roofing Construction (Antler, ND): Bid Amount \$19,700.00

Motion S. Kalmach, second D. DeMint to accept the bid from Range Roofing Construction in the amount of \$19,700.00 contingent on the following requirements being agreed upon by the Contractor:

1. Certificate of Liability Insurance provided to City Auditor's Office
2. Workmanship Warranty of 1 year
3. Removal of existing pea rock/gravel from roof structure before commencing repair work
4. Work site will be restored to previous condition including the removal of all old debris once project is completed
5. Final payment will be made contingent upon a city council member inspecting the repair work and that it has been completed to the satisfaction of the bid notice and stipulations set forth

All in favor, motion carried.

Motion D. DeMint, second S. Kalmbach to authorize Auditor Ones to prepare the following documents for Range Roofing Construction:

1. Notice of Award
2. Notice of Agreement
3. Notice to Proceed

All in favor, motion carried.

Motion D. DeMint, second T. Halverson to approve the June 4, 2019 meeting minutes as presented. All in favor, motion carried.

Motion T. Halverson, second S. Kalmbach to approve the financial reports and bills as presented. All in favor, motion carried. Overdue utility accounts were reviewed. Motion D. DeMint, second T. Halverson to shut off water service at 103 Post Ave. E for nonpayment of account balance. All in favor, motion carried.

A public works report was unavailable at the time of the meeting. Discussion was held on clarifying duties for the summer maintenance position.

T. Halverson requested additional gravel be placed on the following streets: Post/Ware/Short/Lagoon Road. S. Kalmbach stated he would contact Lucy Trucks to continue with adding gravel as the original project was under the approved budget of \$10,000.00.

Motion D. DeMint, second T. Halverson to authorize Midwest Assistance Program to conduct an income survey for the City of Flaxton to determine current income levels for eligibility from CDBG and RDFC funding. All in favor, motion carried.

Motion D. DeMint, second T. Halverson to authorize Mayor Bjergaard to sign the ND Department of Environmental Quality Chemical Analyses Contract. All in favor, motion carried.

Motion T. Halverson, second S. Kalmbach to authorize Auditor Ones to complete the Souris Basin Planning Council's CDBG Pre-Application for the development of a comprehensive plan. All in favor, motion carried.

Meeting adjourned at 10:15 p.m.

Next meeting Tuesday, August 6, 2019 @ 7:30 p.m. at the Flaxton City Hall.

Approved Bills:

#8784 Amy Ones	1,137.75
#8785 Danny Peterson	798.83
#8786 Mary Bjergaard	138.50
#8787 Duncan DeMint	36.95
#8788 Tammy Halverson	73.90
#8789 Shawn Kalmbach	110.80
#8790 James West	55.40
#8791 Burke County Treasurer	2,439.00
#8792 Burke County Treasurer	500.00
#8793 Burke County Tribune	150.50
#8794 Circle Sanitation	1,572.00
#8795 FDHU	25.00
#8796 Furuseth, Olson & Evert	87.50
#8797 Kenmare FU Oil	174.24
#8798 Gustafson Septic Service	120.00
#8799 Hawkins	195.04
#8800 Kenmare News	80.60
#8801 Lignite Oil	684.02
#8802 MDU	1,170.46
#8803 N Country Mercantile	79.99
#8804 NCC	192.56
#8805 ND Insurance Dept.	699.98
#8806 RDFC	21,813.26
#8807 RDFC	10,558.21
#8808 Cardmember Services	166.00
#8809 Danny Peterson	34.80
#8810 Lucy Truck	3,725.50
US Treasury	2,164.09

City Auditor, Amy Ones

Publication Date: July 31, 2019

Mayor

Date

Auditor

Date