

**MINUTES OF THE REGULAR MEETING OF THE
KENMARE CITY COUNCIL
June 10th, 2019
7:30 PM.**

Call to Order:

Mayor, Dwight Flygare, called the regular meeting of the Kenmare City Council to order at 7:30 pm.

Council Members present as follows:

Glen Froseth	Todd Ankenbauer
Terese Schmidt	Jim Burud
Jamie Livingston	Tami Ware

Minutes: Ware moved to approve the minutes for the regular May Council meeting (5/13/2019) as read, second by Livingston. Motion carried.

Public Commentary: Floor was open for public comment. Jenny Olson with Ward County Sheriff's Department came to express their availability and answer any questions or concerns.

Financial Report: Ware moved to approve financials with corrections to Municipal Highway balance and Sales Tax Fund balance, second by Jamie. Roll Call: Ankenbauer, No; Froseth, Yes; Ware, Yes; Livingston, Yes; Schmidt, Yes; Burud, Yes. Motion carried.

Housing Authority to the City of Kenmare: Livingston moved to table until the next regular meeting after discussion with Fund ITT, second by Ware. Roll Call: Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, Yes; Livingston, Yes; Schmidt, Yes. Motion carried.

Kenmare Public School: Livingston moved to table until next regular meeting after discussion with KPS, second by Schmidt. Roll Call: Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, Yes; Livingston, Yes. Motion carried.

Kenmare Country Club: Froseth moved to approve a 2 year lease with the Kenmare Country Club, second by Ankenbauer. Roll Call: Livingston, Yes; Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, Yes. Motion carried.

State Tax Commissioner: Burud moved to approve the contract for collection of city sales, use and gross receipts tax, second by Ware. Roll Call: Ware, Yes; Livingston, Yes; Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes. Motion carried.

Auditor Bond: Livingston moved to approve coverage by the North Dakota State Bonding Fund for the Auditor's Bond in the amount of \$1,373,017.75, second by Schmidt. Roll Call: Froseth, Yes; Schmidt, Yes; Livingston, Yes; Ware, Yes; Burud, Yes; Ankenbauer, Yes. Motion carried.

Fund ITT: Ankenbauer moved to approve a \$5,000 grant for Kenmare Public School, second by Froseth. Roll Call: Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Livingston, Yes; Ware, Yes; Burud, Yes. Motion carried.

Schmidt moved to approve a \$15,000 grant for Lake County Historical Society, second by Livingston. Roll Call: Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Livingston, Yes; Ware, Yes. Motion carried.

Livingston moved to approve a \$7,709.33 interest buydown for Emmy and Jeremy Handeland, second by Burud. Roll Call: Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Livingston, Yes. Motion carried.

Chapter 11: Ware moved to approve the second reading of Chapter 11 as read, second by Livingston. Roll Call: Livingston, Yes; Ware, Yes; Burud, Yes; Ankenbauer, No; Froseth, No; Schmidt, Yes. Motion carried.

Chapter 8: Livingston moved to approve the first reading of Chapter 8 with the recommended changes as well as remove article 8.0616.1, second by Burud. Roll Call: Schmidt, Yes; Livingston, Yes; Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes. Motion carried.

Ackerman-Estvold: No action.

Planning & Zoning: Ankenbauer moved to approve applications by Mike Bennett and Tim Godfrey to build fences, second by Ware. Motion carried.

Schmidt moved to ratify the plat and 20 foot easement to the West submitted for Coady's Fourth Addition to the City of Kenmare submitted by Dave and Penny Sigloh, second by Livingston. Roll Call: Froseth, Yes; Burud, Yes; Ware, Yes; Livingston, Yes; Ankenbauer, Yes; Schmidt, Yes. Motion carried.

Committee & Staff Reports: Johnson reported NDPERS switching to electronic payments required starting July 2019, distribution of pass through funds according to semi-annual schedule, and complaint from Cliff Emmel regarding individuals leaving unapproved waste at the North landfill. Ware moved to approve payment of NDPERS warrants by electronic draft, second by Ankenbauer. Motion carried.

Chief Britton reported Tip411 should be ready within the week, Almlie's attendance of ICS training, receiving a grant to purchase gas masks, and total calls for service of 227 broken down as: 39 citizen assists, 61 general information, 23 animal calls, 4 domestic disputes, 2 city ordinance violations, 2 infractions, 9 misdemeanors, 3 assaults, 2 break-ins, 3 child neglect and abuse, 1 harrassing phone call/letter/electronic communication, 1 reported sexual assault, 1 stolen motor vehicle, 1 parking complaint, 5 suspicious person or vehicle, 3 civil standby, 2 loud music/party/noise, 1 mental health, 1 suicidal threat, 3 arrests, 11 civil disputes, 1 warrant service, 1 fire assist, 3 medical assists, 1 juvenile case, 4 welfare checks, 7 motorist assists, 3 agency assists, 28 traffic stops, 18 traffic citations, 3 traffic written warnings, and 10 traffic verbal warnings.

Froseth discussed leveling headstones for the cemetery.

Schmidt reported meeting to discuss Chapter 7 recommended changes to present at July Council and providing a 2 month credit for Jody Olson, Kristy Borud, Keith Jorgenson, and Kenmare Housing Corporation amounting to \$60 each for the months they didn't receive water service from the City due to frozen water lines. Ware moved to approve a \$60 credit towards the water bills for these four parties, second by Ankenbauer. Motion carried.

Ankenbauer reported Bob Jessen has been making progress on striping the roads.

Livingston reported he will discuss with Rob Wittman the proposed repairs to the Memorial Hall and the water heater at the swimming pool needing repairs estimated at \$4,500 as bid from TJD Service. Livingston also thanked Rob Shelton for his years of service with the City.

Burud reported no meeting was held but they will be determining which dead and diseased trees still need to come down and sending certified letters regarding those trees.

Ware reported meeting to discuss Public Works Director job description, advertising locally and on Job Service for the position, receiving four applications for the position, 17 of the 20 available spots for SWAT training being filled, ICS training, liquor license discussion, pool staff raises, and working on the 2020 budget. Ware moved to approve \$0.50/hour raises for Hannah Gottschall, Kirsten Medlang, Kortni Medlang, Braydan Winzenburg, and Isabel Sieg, second by Livingston. Roll Call: Schmidt, No; Froseth, No; Burud, Yes; Ware, Yes; Livingston, Yes; Ankenbauer, No; Flygare, Yes. Motion carried.

Ware moved to give Karen Lucy a \$400/year raise, second by Livingston. Motion carried.

Ankenbauer moved to approve \$500 spending limit for Karen Lucy without prior approval from Council, second by Ware. Motion carried.

Additional reporting from Ware included appropriating part of next year's budget for budgeting tool through Black Mountain Software, not offering to hire Arnold Siverson, and plans to offer Kristina Holter the Public Works position. Ankenbauer moved to give the Personnel Committee authority to hire and negotiate with Kristina a salary in the range of \$35,000 to \$45,000 per year, second by Schmidt. Motion carried.

Bills: Motion by Schmidt to pay bills out of the appropriate funds, seconded by Ankenbauer. Motion carried.

Next meeting is scheduled for Monday July 8th, 2019 @ 7:00 PM.

Motion made by Schmidt to adjourn, second by Livingston. Motion carried.
Meeting adjourned at 9:53 pm.

Subject to approval and revision of the City Council.

City Auditor

Mayor

Bills

Advanced Business Methods	\$354.72
Ameripride Linen & Apparel	\$223.36
Ankenbauer Dray	\$6,457.91
AT & T Mobility	\$230.89
Bradley Peterson	\$181.76
Burke Divide Electric	\$1,475.08
Christopher Almlie	\$60.00
Diane Maltby	\$1,600.00
Farden Construction, Inc.	\$3,244.00
Farmers Union Lumber	\$110.54
Farmers Union Oil	\$4,340.54
First District Health	\$60.00
Gartner's Jack & Jill	\$223.93
Hansen's Hardware	\$670.75
Hawkins, Inc.	\$554.96
Jerry's Transfer Service	\$20.00
John Deere Financial	\$738.28
Kenmare Community Development Corporation #2	\$12,451.52
Kenmare Airport Authority	\$110.78
Kenmare Fire Department	\$6,111.50
Kenmare News	\$138.50
Maxson Law Office	\$405.00
McGee, Hankla & Backes, P.C.	\$40.00
MDU	\$3,801.12
ND Chemistry Lab	\$70.62
ND Department of Health – Microbiology Division	\$25.00
ND State Water Commission	\$5,763.03
One Call Concepts	\$22.80
Recreation Supply	\$126.20
Renee Stroklund	\$200.00
Reservation Telephone	\$640.63
State Bank and Trust Kenmare	\$194.36
Streichers	\$22.99
TJD Services	\$1,678.95
US Postmaster	\$271.90
Visa	\$2,036.75
Waste Management	\$10,395.38
Gross Payroll	\$16,446.81
Employer Contributions	\$3,885.64
Total	\$85,386.20