

**MINUTES OF THE REGULAR MEETING OF THE
KENMARE CITY COUNCIL
January 14th, 2019
7:00 PM.**

Call to Order:

Mayor, Dwight Flygare, called the regular meeting, of the Kenmare City Council to order at 7:01 pm.

Council Members present as follows:

Glen Froseth	Todd Ankenbauer	Terese Schmidt
Tami Ware	Jim Burud	

Minutes:

Ankenbauer moved to approve the minutes for the regular December Council meeting (12/10/2018), second by Burud. Motion carried.

Financial Report:

Schmidt moved to approve the financials as presented, second by Ankenbauer. Roll Call: Froseth, Yes; Ware, No; Schmidt, Yes; Burud, Yes; Ankenbauer, Yes. Motion carried.

Public Commentary: Floor was open for public comment. Jeff Whillock voiced concerns about public perception surrounding liberties taken by city staff.

Brad Cothren voiced an issue he's had with his utilities. Ware moved to have the issue sent to the garbage committee to be resolved, second by Schmidt. Roll Call: Ankenbauer, Yes; Schmidt, Yes; Froseth, Yes; Burud, Yes; Ware, Yes. Motion carried.

Brad Coleman made the request for the city to put ordinances online for easier access to them.

Ward County Emergency Management: Ankenbauer moved to approve the adoption of the Ward County Emergency Operations Plan, second by Schmidt. Roll Call: Ankenbauer, Yes; Froseth, Yes; Ware, Yes; Schmidt, Yes; Burud, Yes. Motion carried.

Chapter 3: Froseth moved to approve the second reading of Chapter 3 as read apart from changing 3.0202 to read County jail in place of City jail, second by Ankenbauer. Roll Call: Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, No; Schmidt, Yes. Motion carried.

Chapter 4: Ware moved to approve the proposed changes in 4.0403 through 4.0407 that removed language and replaced it with Kenmare Building Inspector and approve the addition in 4.0404 to include with the approval of the Planning and Zoning Committee, second by Ankenbauer. Roll Call: Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, Yes. Motion carried.

Ware moved to remove the proposed addition of 4.0303 subsection B regarding Fire Pit Guidelines, second by Burud. Roll Call: Schmidt, Yes; Burud, Yes; Ankenbauer, No; Froseth, No; Ware, Yes. Motion carried.

Burud moved to approve remaining changes in the first reading of Chapter 4, second by Ware. Roll Call: Ware, Yes; Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes. Motion carried.

Chapter 5: Froseth moved to keep the portion of 5.0102 that was struck through except for the word has, second by Ankenbauer. Roll Call: Froseth, Yes; Schmidt, Yes; Ware, No; Burud, Yes; Ankenbauer, Yes. Motion carried.

Ankenbauer moved to approve the first reading of Chapter 5, second by Froseth. Roll Call: Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Ware, No; Burud, Yes. Motion carried.

America the Beautiful Tree Planting Grant: Ware moved to approve the submission of the grant paperwork as written, second by Schmidt. Roll Call: Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Ware, Yes. Motion carried.

Job Development Fund: Ware moved to table discussion until Livingston was present, second by Ankenbauer. Motion carried.

Raffle Permits: Ankenbauer moved to approve a raffle permit for Kenmare Dollars for Scholars, second by Ware. Motion carried.

Ackerman-Estvold: No action taken.

Committee & Staff Reports: Johnson reported the payoff information regarding the Community Water Loan through BND and Refunding Improvement Bond through Northland Trust. Ankenbauer moved to payoff the BND Community Water Loan, second by Ware. Roll Call: Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes. Motion carried.

Ware moved to put the Northland Trust payoff on February's agenda, second by Schmidt. Motion carried.

Jensen reported \$3257 for monthly shutoffs and \$150 for court fines.

Chief Britton reported calls for service. Britton also reported the promotion of Chris Almlie to Assistant Chief.

Schmidt directed Shelton to provide an update on the situation with the water pumps running at levels higher than normal. Shelton explained the situation has been resolved through troubleshooting.

Ankenbauer reminded everyone to keep vehicles off the streets to accommodate for snow removal.

Ware reported the submission of regular meeting schedule with the City Auditor as well as the personnel meeting topics including disciplinary action, holiday pay, comp hours tracked, salary increases, organizational chart, Odyssey program for court, security cameras for Memorial Hall, Vet's Gaming grant for Police training, AT&T phone bill, computer security, Shelton's memorandum, and personal use of vehicles. Ware moved to approve proposed changes to the personnel policy manual, second by Terese. Roll Call: Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes. Motion carried.

Schmidt moved to change the City's organizational chart to reflect the judge being an elected official, second by Burud. Roll Call: Schmidt, Yes; Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes. Motion carried.

Ware moved to approve a \$1/hour raise for Dale Hanson effective January 1st, 2019, second by Ankenbauer. Roll Call: Froseth, Yes; Burud, Yes; Ware, Yes; Ankenbauer, Yes; Schmidt, No. Motion carried.

Ware moved to approve a \$25/month raise for the Clerk of Court, second by Burud. Roll Call: Schmidt, No; Froseth, Yes; Burud, Yes; Ware, Yes; Ankenbauer, Yes. Motion carried.

Ankenbauer moved to approve reapplication by the Police for a training grant through Vet's Gaming with the stipulations of using 8 hours of comp time to cover training hours outside of their annual training allotment and preparation for the training is done outside of work hours, second by Froseth. Roll Call: Ankenbauer, Yes; Schmidt, Yes; Froseth, Yes; Burud, No; Ware, No. Motion carried.

Froseth reported reapplying for the inert landfill permit.

Bills:

Motion by Ankenbauer to pay bills out of the appropriate funds, seconded by Burud. Motion carried.

Next meeting is scheduled for Monday February 11th, 2019 @ 7:00 PM.

Motion made by Schmidt to adjourn, second by Ankenbauer. Motion carried.
Meeting adjourned at 9:38 pm.

Subject to approval and revision of the City Council.

City Auditor

Mayor

Bills

Renee Stroklund	\$200.00
Ankenbauer Dray	\$6,530.65
Ameripride Linen & Apparel	\$335.04
Burke Divide Electric	\$1,549.75
Kenmare News	\$377.65
MDU	\$4,553.99
ND State Water Commission	\$5,732.74
AT & T	\$452.73
First District Health Unit	\$44.00
Maxson Law Office	\$100.00
Hansen's Hardware	\$409.11
Farmers Union Oil	\$2,819.98
Farmers Union Lumber	\$56.12
McGee, Hankla & Backes, P.C.	\$257.23
Swanston	\$1,969.74
Reservation Telephone	\$630.66
US Postmaster	\$844.55
Waste Management	\$7,920.65
Visa	\$545.27
Jerry's Transfer Service	\$20.00
Gravesen Electric	\$958.00
Mandan Northwest Pipe Fittings	\$400.24
ND League of Cities	\$120.00
ND Water and Pollution Control	\$75.00
Treasure Coast Maintenance	\$497.00
Gustafson Septic Service, Inc.	\$1,080.00
Leo Patch Plaques	\$215.00
Sanitation Products Inc.	\$1,057.58
AAA Heating and Sheet Metal, Inc.	\$560.00
Sweeney Controls Company	\$86.25
Schocks Safe & Lock	\$310.00
RDO Equipment	\$4,102.57
Northwest Tire, Inc.	\$554.00
Jan A Kostad, PC	\$1,350.00
Kenmare One Stop	\$10.00
Bank of North Dakota	\$144,379.05
Gross Payroll	\$30,473.90
Employer Contributions	\$6,790.36
Total	\$228,368.81