

**MINUTES OF THE REGULAR MEETING OF THE
KENMARE CITY COUNCIL
February 11th, 2019
7:00 PM.**

Call to Order:

Mayor, Dwight Flygare, called the regular meeting, of the Kenmare City Council to order at 7:00 pm.

Council Members present as follows:

Glen Froseth
Tami Ware

Todd Ankenbauer
Jamie Livingston

Terese Schmidt
Jim Burud

Minutes:

Ankenbauer moved to approve the minutes for the regular January Council meeting (1/14/2019) with any corrections as directed by Ware, second by Schmidt. Roll Call: Ankenbauer, Yes; Froseth, Yes; Ware, Yes; Livingston, Yes; Schmidt, Yes; Burud, Yes. Motion carried.

Public Commentary: Floor was open for public comment. No concerns were raised.

Financial Report: Johnson introduced new financial reports with categorized revenue and expense. Livingston moved to approve financials as presented, second by Froseth. Roll Call: Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, No; Livingston, Yes; Schmidt, Yes. Motion carried.

Northland Trust: Livingston moved to table discussion about early payoff until the regular March meeting, second by Ware. Roll Call: Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, Yes; Livingston, Yes. Motion carried.

Financial Statement: Ware moved to approve publishing the 2018 financial statement in the Kenmare News, second by Ankenbauer. Roll Call: Livingston, Yes; Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, Yes. Motion carried.

Ambulance Grant: Ankenbauer moved to act as a pass through for the Kenmare Ambulance and distribute the amount of \$10,304 representing their grant proceeds, second by Froseth. Motion carried.

Job Development Fund: Ware moved to distribute \$12,000 to Kenmare Community Development Corporation to be used for economic development, second by Ankenbauer. Roll Call: Ware, Yes; Livingston, Abstain; Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes. Motion carried.

Ward County Jail: Schmidt moved to approve the agreement with Ward County Jail for housing prisoners, second by Ware. Motion carried.

Code Red: No action taken.

Ward County Shelter Plan: No action taken.

Raffle Permits: Ankenbauer moved to approve a raffle permit for the Kenmare Lions Club, second by Ware. Motion carried.

Job Training: Schmidt moved to approve attendance for ND League of Cities March Madness for both office staff, second by Burud. Motion carried.

Liquor License Transfer: Ankenbauer moved to approve liquor license transfer from Danny's Bar & Bottle Shop for Sundawgs Wrestling on March 9th, 2019, second by Schmidt. Motion carried.

Ankenbauer moved to approve liquor license transfer from Beer Bob's for Kenmare Association of Commerce Sham-ROCK the Square on March 15th, 2019, second by Livingston. Motion carried.

Fund ITT: Ankenbauer moved to approve KCDC expense and matching grant reimbursement amounting to \$19,000.59, second by Froseth. Roll Call: Froseth, Yes; Schmidt, Yes; Livingston, Abstain; Ware, Yes; Burud, Yes; Ankenbauer, Yes. Motion carried.

Froseth moved to approve continuation of Fund ITT matching grant programs, second by Livingston. Roll Call: Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Livingston, Yes; Ware, Yes; Burud, Yes. Motion carried.

Ankenbauer moved to approve continuation of interest buydown for Dave's Place amounting to \$7,746.46, second by Ware. Roll Call: Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Livingston, Yes; Ware, Yes. Motion carried.

Schmidt moved to approve continuation of interest buydown for Modern Woodworks amounting to \$18,936.12, second by Ankenbauer. Roll Call: Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Livingston, Yes. Motion carried.

Chapter 4: Ankenbauer moved to table Chapter 4 until the Fire Department has an opportunity to review the International Fire Code, second by Schmidt. Roll Call: Livingston, Yes; Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes. Motion carried.

Chapter 5: Ware moved to adopt new ordinances, as presented on second reading, Chapter 5 Police Department to replace the current standing ordinances, second by Schmidt. Roll Call: Schmidt, Yes; Livingston, Yes; Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes. Motion carried.

Chapter 17: Reviewed with no changes recommended.

Ackerman-Estvold: No action taken.

Committee & Staff Reports: Johnson reported his final review of 2018 financials yielded the discovery of \$3,667.58 in missing revenue due to missing vouchers in the accounting system. The Council directed him to use his discretion in finding the revenue and updating the financial statement to be sent to the Kenmare News.

Jensen reported water shut-offs amounting to \$1,721 for the month and Municipal Court receiving \$795 from issued citations.

Chief Britton reported 227 total calls for service including their assistance with the CP Rail derailment. Still looking for a copy of the city origination letter for grant writing purposes.

Ware reported meeting to discuss employee evaluation review, employee safety, job descriptions, March Madness, PD grant applications, use of city vehicles, information technology, employee's choice to use vacation or comp time, and the Northland Trust early payoff.

Ankenbauer reported a continued effort to keep vehicles off streets to aid with snow removal.

Schmidt reported a water break near the Pizza Hub due to snow removal. The individual responsible is being invoiced for services rendered.

Froseth reported meeting to discuss Brad Cothren's garbage bill. The committee recommended refunding him \$11 per month for the difference between commercial and residential rates for a total of \$198 in addition to withholding \$178.75 from Ankenbauer Dray's next payment. Ware moved to approve these recommendations, second by Livingston. Motion carried.

Froseth also reported tabling changes for garbage rates for the time being. Paperwork transferring ownership of the Fire Department's land to the city has been given to Blaine Huff.

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

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

Motion made by Schmidt to adjourn, second by Ware. Motion carried.
Meeting adjourned at 8:39 pm.

Subject to approval and revision of the City Council.

City Auditor

Mayor

Bills

Renee Stroklund	\$200.00
One Call Concepts	\$3.60
Ankenbauer Dray	\$5,697.79
Ameripride Linen & Apparel	\$223.36
Burke Divide Electric	\$1,653.55
Kenmare News	\$831.85
MDU	\$5,036.64
ND State Water Commission	\$5,373.96
AT & T	\$349.66
First District Health Unit	\$50.00
Maxson Law Office	\$150.00
Hansen's Hardware	\$132.61
Gartner's Jack & Jill	\$28.36
Farmers Union Oil	\$2899.42
Farmers Union Lumber	\$12.60
McGee, Hankla & Backes, P.C.	\$900.00
Reservation Telephone	\$606.06
US Postmaster	\$152.60
Waste Management	\$6,276.90
Visa	\$727.67
Jerry's Transfer Service	\$20.00
Advanced Business Methods	\$116.89
BND – Trust	\$10,250.00
Bradley Peterson	\$392.07
Core & Main LP	\$1671.80
G&P Commercial Sales	\$155.52
Galls	\$114.57
KCDC #2	\$12,000.00
Kenmare Ambulance	\$10,304.00
Kenmare Association of Commerce	\$150.00
Municipal Judge Association	\$25.00
ND Envelope Company	\$263.13
ND League of Cities	\$340.00
Streichers	\$660.00
WSI	\$1,764.11
Gross Payroll	\$32,775.94
Employer Contributions	\$8,045.43
Total	\$110,355.09