

**MINUTES OF THE REGULAR MEETING OF THE
KENMARE CITY COUNCIL
July 8th, 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	Todd Ankenbauer
Terese Schmidt	Jim Burud
Jamie Livingston	Tami Ware

Minutes: Ankenbauer moved to approve the minutes for the regular May Council meeting (5/13/2019) with the correction of adding Schmidt to the vote for Financials, second by Ware. Motion carried.

Public Commentary: Floor was open for public comment. Bev Briscoe mentioned she was in attendance as a concerned citizen helping add context to Council votes when discussed in public.

Financial Report: Ware moved to approve financials with corrections to Park District and Credit Card Clearing funds, second by Livingston. Roll Call: Froseth, Yes; Ware, Yes; Livingston, Yes; Schmidt, Yes; Burud, Yes; Ankenbauer, Yes. Motion carried.

Ware asked to discuss the topic of the Public Works Director prior to the 2020 Budget agenda item. Ware moved to offer the job to Kevin Homgren with a 90 day probation period, second by Ankenbauer. Roll Call: Ankenbauer, Yes; Froseth, Yes; Ware, Yes; Livingston, Yes; Schmidt, Yes; Burud, Yes. Motion carried.

Ankenbauer moved to counter-offer Kevin Holmgren \$50,000.00 salary with increases for receiving certifications, second by Burud. Roll Call: Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, No; Livingston, Yes; Schmidt, Yes. Motion carried.

Livingston moved to start Kevin Holmgren at 10 hours per month vacation time accrual, second by Burud. Roll Call: Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, Yes; Livingston, Yes. Motion carried.

2020 Preliminary Budget: Ankenbauer moved to approve the 2020 preliminary budget and set the public hearing for 6:30 pm on September 9th, 2019, second by Ware. Roll Call: Livingston, Yes; Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Ware, Yes. Motion carried.

Fredrikson & Byron, P.A.: Livingston moved to approve the bill for \$276.00, second by Burud. Roll Call: Ware, No; Livingston, Yes; Schmidt, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes. Motion carried.

Kenmare Park District: Ware moved to table the item until next month's council meeting, second by Livingston. Motion carried.

Housing Authority of the City of Kenmare: Ankenbauer moved to table until the Ways-Means-Finance Committee meets with Fund ITT, second by Livingston. Motion carried.

Kenmare Public School: Ankenbauer moved to approve the contract with the same terms as last year, second by Ware. Roll Call: Froseth, Yes; Schmidt, Yes; Livingston, Yes; Ware, Yes; Burud, Yes; Ankenbauer, Yes. Motion carried.

Ward County Emergency Management: Ankenbauer moved to approve the Emergency Operations Plan with changes to pages 3, 4, and 10 and approve the Emergency Response Communications Plan with as read, second by Ware. Roll Call: Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Livingston, Yes; Ware, Yes; Burud, Yes. Motion carried.

North Dakota Forest Service: Ankenbauer moved to approve the \$3036.00 matching grant contract, second by Livingston. Motion carried.

Raffle Permit: Ware moved to approve the raffle permit for the Kenmare Area Community Foundation, second by Ankenbauer. Motion carried.

Chapter 8: Schmidt moved to refund the Junior class \$25 for the peddler's license fee paid for carwash fundraiser, second by Ankenbauer. Roll Call: Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Livingston, Yes; Ware, Yes. Motion carried.

Livingston moved to add a special liquor license under 8.0604 for gift baskets, second by Ankenbauer. Roll Call: Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes; Livingston, Yes. Motion carried.

Burud moved to approve the second reading of Chapter 8 with changes pertaining to 8.0604, 8.1002, and 8.1004, second by Schmidt. Roll Call: Livingston, Yes; Ware, Yes; Burud, Yes; Ankenbauer, Yes; Froseth, Yes; Schmidt, Yes. Motion carried.

Chapter 7: Ankenbauer moved to approve the first reading of Chapter 7 with the recommended changes, second by Livingston. Roll Call: Schmidt, Yes; Livingston, Yes; Ware, No; Burud, Yes; Ankenbauer, Yes; Froseth, Yes. Motion carried.

Ackerman-Estvold: No action.

Planning & Zoning: Ankenbauer moved to approve applications by Shane Christianson, Preston Sandberg, Tim Heid, and Duane Sandberg, second by Froseth. Roll Call: Froseth, Yes; Burud, Yes; Ware, Yes; Livingston, Yes; Ankenbauer, Yes; Schmidt, Yes. Motion carried.

Committee & Staff Reports: Jensen reported updates on grants she has applied for and secured for the city.

Johnson reported Bob Jessen requesting assistance to take down tree, grass nuisances, hall bathrooms needing repairs, and not receiving a response for cemetery headstone leveling.

Peterson reported clearing out tree roots in Steinberger's sewer.

Chief Britton reported SWAT training results and total calls for service of 242 broken down as: 41 citizen assists, 72 general information, 17 animal calls, 3 domestic disputes, 12 city ordinance

violations, 2 infractions, 2 misdemeanors, 1 assault, 2 break-ins, 1 child neglect and abuse, 4 harrassing phone call/letter/electronic communication, 2 trespassing, 4 parking complaint, 6 suspicious person or vehicle, 1 civil standby, 4 unruly juvenile, 3 loud music/party/noise, 1 death, 2 arrests, 17 civil disputes, 2 warrant service, 2 medical assists, 4 juvenile case, 5 welfare checks, 1 DUI, 7 motorist assists, 2 motor vehicle crashes, 6 agency assists, 2 alarm calls, 35 traffic stops, 21 traffic citations, 4 traffic written warnings, and 10 traffic verbal warnings.

Livingston reported meeting to discuss school contract, Rob Wittman working on Hall roof, equipment update from Peterson, pool inspection passed while still needing water heater, and continued work on land use agreement with Rob Shelton.

Burud reported no meeting but will check on trees still needing removal.

Ware reported meeting for exit interview with Rob Shelton, Peterson being fined by IRS, and changes to the job opening ad. Ware moved to reimburse Bradley Peterson \$637.00 for IRS fine, second by Livingston. Roll Call: Schmidt, Yes; Froseth, Yes; Burud, Yes; Ware, Yes; Livingston, Yes; Ankenbauer, Yes. Motion carried.

Ware also reported interview with Kevin Holmgren, Peterson's scheduled vacation, PD grant writer, 2020 preliminary budget, and Peterson's raise. Ware moved to give Bradley Peterson a raise to \$17.00 per hour effective July 8th, 2019 and a one time \$1500.00 bonus, second by Ankenbauer. Roll Call: Ankenbauer, Yes; Schmidt, No; Froseth, Yes; Burud, Yes; Ware, Yes; Livingston, Yes. Motion carried.

Schmidt reported a new resident came forward regarding a frozen line. Schmidt moved to approve a \$60.00 water credit to Barb Henderson for 6 weeks water usage by Danny Schlosser, second by Ankenbauer. Roll Call: Livingston, Yes; Ankenbauer, Yes; Schmidt, Yes; Froseth, Yes; Burud, Yes; Ware, Yes. Motion carried.

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

Next meeting is scheduled for Monday August 12th, 2019 @ 7:00 PM.

Motion made by Ware to adjourn, second by Burud. Motion carried.
Meeting adjourned at 9:47 pm.

Subject to approval and revision of the City Council.

City Auditor

Mayor

Bills

Allisha Britton	\$84.88
Ameripride Linen & Apparel	\$223.36
Ankenbauer Dray	\$5,405.01
AT & T Mobility	\$225.99
Bradley Peterson	\$637.00
Burke Divide Electric	\$1,319.08
Chief Frank Senn – Secretary Treasurer	\$50.00
Diane Maltby	\$1,600.00
Farden Construction, Inc.	\$480.00
Farmers Union Lumber	\$6.72
Farmers Union Oil	\$8,718.34
Farstad Oil	\$416.32
First District Health	\$80.00
Fredrikson & Byron, P.A.	\$276.00
Gartner’s Jack & Jill	\$647.54
Hansen’s Hardware	\$200.30
Hawkins, Inc.	\$3,701.78
Jeff King	\$138.00
Jerry’s Transfer Service	\$20.00
John Deere Financial	\$113.90
Kenmare Housing Corporation	\$60.00
Kenmare News	\$822.26
Maxson Law Office	\$100.00
MDU	\$4,025.42
Municipal Government Academy	\$30.00
ND State Water Commission	\$9,385.63
NDIRF	\$3,578.88
One Call Concepts	\$9.05
Recreation Supply	\$125.00
Renee Stroklund	\$200.00
Reservation Telephone	\$648.38
Robert Jessen	\$1,290.00
Sanitation Products Inc.	\$516.83
Tramaine Miles	\$5.00
Upper Souris Water District	\$320.18
US Postmaster	\$155.05
USA Blue Book	\$626.09
Visa	\$144.10
Ward County Treasurer	\$4,000.20
Waste Management	\$6,154.35
Wendy Larsen	\$25.00
Gross Payroll	\$67,430.79
Employer Contributions	\$10,192.10
Total	\$134,188.53