Unofficial & condensed minutes of a regular meeting of the City Council of the City of Minto, Walsh County, North Dakota, held on September 13, 2021 at 9:00 AM.

Mayor Larry Jamieson called the meeting to order and the pledge was recited. Present were Councilmen L. Kelley, K. Shutt & J. Narloch. Councilman T. Stizer was absent. A quorum was established.

After reviewing the agenda, no additions or corrections were made.

Open petitions from public:

* Suzanne Kilichowski representing ABC Daycare petitioned the city to request loan forgiveness for their CDBG loan. The city is not liable for this loan. M-Narloch for the city to apply for loan forgiveness, S-Kelley. M-carried.
* Rick Langowski & Steve Novak appeared in regards to the sale of parcel 12451. There was a discussion and Mr. Langowski offered the city $10,000.00 for the parcel. M-Narloch to sell Minto Auto Sales parcel 12451, S-Shutt. M-carried.
* Two residents attended the meeting in regards to the letter they received about their vacant properties being charged water & sewer base rates. Council explained their decision and one resident will be removing the water & sewer from their property at their own expense.
* A resident appeared to discuss the bill he received from the city for repairing a curb stop. Since he did not ask to be put on the agenda, Mayor Jamieson asked him to come back to the next meeting.

Ed Sevigny appeared at the auditor’s request to clarify the tax exemptions the city can offer both residents & businesses.

Minutes from the regular meeting held on August 2, 2021 & the special meeting held on August 16, 2021 were submitted for approval. M-Shutt to approve the minutes, S-Kelley, M-carried.

Committee reports were given:

* Streets, Grounds & Lights:
	+ Property inspections-discussion was held on which properties needed follow up letters.
	+ The skating rink was discussed. Mr. Narloch will reach out to some of the committee members to discuss the best options for the rink.
	+ The alley vacation from Wilson to Harvey was tabled.
	+ Residents along Division Avenue are worried about speeders. There are signs there, so placing another sign seems redundant. Council suggests residents contact the Walsh County Sheriff’s Office if the problems continue.
* Planning & Zoning: No permits
* Employee Relations-Mr. Shutt was shorted vacation time which will be added to his accrued vacation time.
* Forestry-Mrs. Shutt presented the Council with the 2021 Tree Inventory for the City of Minto. Mrs. Shutt was instructed to apply for the NDFS grants next spring.
* Animal Warden-All calls about loose animals in the trailer court will now be directed to the manager of the trailer court first per the owner of the court.

M-Shutt, S-Narloch to reapply sewer specials to parcel 12594. M-carried.

At the July 12th regular meeting, a final public hearing for the Community Development Block Grant awarded to the City of Minto, on behalf of three Minto businesses, was held. Stacie Sevigny from the Red River Regional Council was present and reviewed a final project summary at that time. The notice for this meeting was inadvertently not published in the official newspaper, so Ms. Sevigny resubmitted the notice and it was ran before today’s meeting. There were no public comments received.

Council was made aware that there is a curb stop located under a trailer house located at 230 Major Avenue. The decision was made to move the curb stop to a more convenient location.

M-Kelley to approve claims and financials, S-Narloch; M-carried. Financials and the following claims were approved:

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| ADOBE | 33.98 |
| AE2S | 1269.25 |
| ARAMARK | 63.28 |
| BANK OF NORTH DAKOTA | 65875.00 |
| BLACK MOUNTAIN SOFTWARE | 238.00 |
| CITY OF MINTO | 2047.64 |
| CONNECTING POINT | 129.00 |
| DAKOTA SUPPLY GROUP | 689.21 |
| EBERTOWSKI, CAROL | 495.00 |
| ESRI | 500.00 |
| FILTER CARE OF GRAFTON, INC. | 223.50 |
| GF UTILITY BILLING | 26.00 |
| GRAFTON TRUE VALUE | 65.67 |
| HALL CURRIE LAWYERS LTD | 266.25 |
| HARRISTON INDUSTRIES, INC. | 294.81 |
| INSTRUMART | 445.50 |
| KB STUMP REMOVAL | 4100.00 |
| KEITH HILDEBRANDT | 75.00 |
| KOBLE, PATRICE | 25.00 |
| KODA BANK | 26.81 |
| MARCO | 128.76 |
| MIDCONTINENT COMMUNICATIONS | 324.93 |
| MINTO AG CENTER | 997.75 |
| MINTO COMMUNITY CENTER | 750.00 |
| MINTO PARK BOARD | 832.73 |
| MINTO POST OFFICE | 99.00 |
| MORGAN PRINTING | 446.74 |
| NARLOCH TRUCKING | 65.45 |
| ND LEAGUE OF CITIES | 180.00 |
| NORTH DAKOTA ONE CALL, INC. | 18.51 |
| NORTHDALE OIL | 580.85 |
| NORTHDALE OIL-PARK | 182.91 |
| OTTER TAIL POWER COMPANY | 1788.84 |
| PAYROLL | 17991.01 |
| REFUSE DISPOSAL SERVICE | 4978.00 |
| SIGN SOLUTIONS | 75.35 |
| TEAM LABORATORY CHEMICAL, LLC | 1437.50 |
| TRACTOR SUPPLY CO-PARK | 27.55 |
| VERIZON CONNECT | 5.22 |
| WALSH COUNTY TREASURER | 906.00 |
| WALSH RURAL WATER DISTRICT | 9194.35 |

The 2022 budget was presented and deliberated for the final reading. M-Narloch, S-Shutt, and carried, the 2022 Final Budget was approved and will be sent to the Walsh County Auditor.

Two gaming permits were presented. M-Kelley, S-Narloch to approve. M-carried.

Mrs. Shutt noticed that the water tower and lift stations were under insured. The city can also include Equipment Breakdown Coverage on their insurance policy. Council will review next meeting.

Council advised Mrs. Shutt to advertise for snow removal bids.

Mr. Shutt received a letter from Houston Engineering concerning the Minto Dam. They can help the city secure funding sources if and when the dam needs repairing or replacing. More information will need to be obtained before a decision can be made.

The City of Minto is expected to receive $46,474.00 in both 2021 & 2022 from the American Rescue Plan Act.

There will be roadway improvement project along Highway 81 in 2023 which includes the Forest River Bridge on the south end of town.

Mrs. Shutt passed the NDLS’s Auditor’s Certification Program.

Jay Gudajtes appeared on behalf of the Minto School Board and the Council acknowledged him. He inquired about purchasing parcel 12691. M-Shutt, S-Kelley to sell parcel 12691 to the Minto School for $1,000.00. M-carried. The sale is contingent on the Minto School Board accepting this purchase price.

There being no further business, M-Narloch, S-Kelley, and carried, the meeting was adjourned at 11:09 AM. The next regular meeting will take place Monday, October 11, 2021 at 12 PM.

Larry Jamieson

Mayor

Attest: Angela Shutt

 Auditor