

## Minutes of the Cando City Council

The following is subject to the City Council's review and revision

The Cando City Council met Tuesday, July 19, 2022 at 7:00 pm at the Towner County Courthouse. Councilors Holien, Halverson, Klingenberg, Scott, Bjornstad, and Olson were present, with Mayor Bjornstad presiding.

Motion by Councilor Bjornstad was seconded by Councilor Olson to approve the agenda. All voted aye and the motion passed.

Motion by Councilor Holien was seconded by Councilor Klingenberg to approve the minutes from previous meeting. All voted aye and the motion passed.

**Visitors and Delegations:** Sheriff Hillier was present with no concerns noted, other than the department still has an employment opening.

**Old Business:** The Legacy propane summer fill quote was discussed. Motion by Councilor Olson was seconded by Councilor Bjornstad to top off all City propane tanks at the summer fill rate. All voted aye, and motion passed. Moore Engineering was present via video call to give a sewer project update. An agreement will need to be signed soon and another meeting will be scheduled to finalize details about the project.

**New Business:** The propane tank lease agreement for the fire hall is up for renewal. Motion by Councilor Halverson was seconded by Councilor Bjornstad to renew the propane tank lease from Legacy for the fire hall. All voted aye, and motion passed. The current fee schedule was discussed with several changes to go into effect in 2023, including an increase in the sewer base rate, campground fees, and commercial trash being billed by the City instead of directly from the vendor. Delinquent water bills were discussed with a stricter policy going into effect. The process will be at 2 periods overdue, the resident will get a letter, giving them 2 weeks to pay. At 2.5 periods overdue, water services will be shut off, with a \$50 reconnect to be paid, along with the full overdue amount before water will be restored. Auditor Hoover presented a drafted memo to go out to all the employees pertaining to payroll changes. Motion by Councilor Olson was seconded by Councilor Scott to approve the payroll operational changes suggested by the Auditor's Office. All voted aye and motion passed. A planning and Zoning update was given, with a request from two landowners to vacate the north end of 5<sup>th</sup> Street. The notice will be published in the paper and will be revisited at the public hearing at September 6<sup>th</sup> Council Meeting. A Finance Committee update was given with the 2023 Budget currently being worked on and will be presented at the next meeting. Councilor Klingenberg gave an update on the Audi. The part for the lift was ordered. Updated lighting for the theater portion was discussed, as changing bulbs currently is difficult. Shingles were also discussed with many missing and blowing off in the wind. With the Audi being historic eligible, any projects would need to be ran through the historical society for consult.

**Open Committee:** Councilor Halverson said the property that had the pest complaint is being watched for rodent activity, as some cleaning up has been taking place. Mayor Bjornstad mentioned the Lervold property and the lot next to it has some interest in someone purchasing it, tearing down the house, and putting up a shop. Discussion was had on the zoning requirements of that area. Councilor Klingenberg discussed the scheduling conflict of the current meeting times. Councilor Holien mentioned some stop signs need to be adjusted and weeds should be sprayed.

**Financial Report:** The Financial Report for June was presented with no concerns noted.

**Bills:** Motion by Councilor Olson was seconded by Councilor Bjornstad to approve the Bills for all of July with a noted correction. All voted aye, and motion passed.

FICA	\$ 3,909.37	Circle Sanitation	\$ 9,202.00	Derrick Childs	\$ 60.00
Houtcooper Imp.	\$ 33.06	ND Rural Water	\$ 260.00	Sally Hunt	\$ 42.00
TC Record Herald	\$ 500.00	Verizon	\$ 82.47	VISA	\$ 265.32
Wilson' Body & Paint	\$ 756.00	Zimmerman Contracting	\$ 9,999.99	Amanda Hoover	\$ 12.99
HW-Cando Greenhouse	\$ 5,155.00	North Star FCCLA	\$ 3,500.00	NE Regional Water	\$ 8,872.59
TC Extension	\$ 598.76	Salaries PP #13	\$ 7,813.19	Capital Guardian	\$ 328.37
ND State Tax Comm	\$ 398.67	ND Child Support	\$ 114.65	First State	\$ 7.00
Advanced Bus. Method	\$ 85.05	AE2S	\$ 450.00	AFLAC	\$ 17.28
BCBS of ND	\$ 5,069.87	Cassie Axtman	\$ 150.00	Lane Pederson	\$ 1,300.00
One Call Concepts	\$ 20.80	Share Corp	\$ 1,251.37	TC Auditor/Treasurer	\$ 15,365.17
Wade Hendrickson	\$ 117.80	Xtreme Signs & Graphix	\$ 240.00	TC Recorder	\$ 20.00
Cando Park Board	\$ 9,134.04				
Cando Home&Hardware	\$ 1,079.66	Capital Guardian	\$ 330.87	D&M Electric	\$ 187.50
Gibbens Law Office	\$ 75.00	D&R Tire	\$ 329.90	Salaries PP #14	\$ 6,508.20
GF Utility Billing	\$ 52.00	H.E. Everson	\$ 140.17	Legacy	\$ 1,476.25
ND Child Support	\$ 114.65	ND Rural Water Sys.	\$ 150.00	ND Telephone	\$ 394.85
One Call Concepts	\$ 1.30	Peterson Construction	\$ 4,530.00	Standard Insurance	\$ 30.80
Staus Family Ent.	\$ 222.30	Todd Klingenberg	\$ 250.00	Cando Grocery	\$ 9.00
Northern Plains Electric	\$ 4,391.20	Team Lab	\$ 2,100.00	Verizon	\$ 82.55

At 8:30 p.m. the meeting was adjourned by motion.

Amanda Hoover, City Auditor