

The Max city council met Monday February 5, 2024, at 7 pm. Mayor Zabka and council members Swanson, Adams, Fritel, and Vert were present. Visitors attending were Nathan Amick of Ackerman-Estvold, Doug Zabka, Catherine Turcotte, Jody Gullickson, Kathy Huettl, Terry Gullickson, Bonnita Lemere Bradly Lawrence, Harold Lawrence, Melissa Lawrence, and Dillen Lawrence.

Mayor Zabka called meeting to order.

Fritel moved to approve and dispense with reading minutes from the month of January, 2024, Adams second. Vote all aye. m/c/a.

Jody Gullickson updated council on the availability of funds for the Auditor's office remodel, and plans for the project to start end of March, or April. She reminded council that we still needed a contractor for the ceiling repair.

The Lawrence family requested some compromise about their Recreational Vehicle placed on residential property as full time living quarters. Council discussed their position based on the Planning & Zoning ordinance, but expressed the possibility of some compromise depending on the advisement of the city attorney. Mayor Zabka will contact the city attorney.

Judge Krebsbach updated council on low citations numbers.

Maintenance informed council that the repair to curb stop at 207 4<sup>th</sup> Ave was complete, and that the maintenance department had equipment prepared for upcoming snowfall. Maintenance requested supplies for equipment and building supplies, including sand for the streets. Fritel motioned to approve. Swanson second. Vote all aye. m/c/a.

Zabka informed council that the auditor's performance evaluation was complete. Vert motioned to give a 3% COLA. Fritel second. Vote all aye. m/c/a.

Doug Zabka discussed that he would like to see the museum board conduct fund raisers and other events to fully support the museum independently from the city. Suggested officer nominees are Doug Zabka as President, Roger Westman as VP, Susan Halverson as Treasurer, and Cindy Thompson as Secretary. Adams motioned to appoint the nominees as officers of the board. Vert second. Vote all aye. m/c/a.

The auditor informed council that the ND League of Cities Spring Workshop will be held in Minot this year on March 19-20. The cost is \$250. Fritel motioned to approve the cost and for the auditor to attend. Vert second. Vote all aye. m/c/a. Presented was the North Dakota State Bonding Application. Adams motioned to approve the Bond Application. Swanson second. Vote all aye. m/c/a.

Property owner of the residence, at 610 Jacobson Ave, requested that his water be turned back on before the final sale of his home. At the time of shut off, there was concern that the curb stop might be damaged. Vert informed council that he obtained bids in case it needs repaired, and that he would examine it in the morning. If determined that repair is needed, he suggested that the city accept the bid from Prairie Solutions for \$5,000 or \$5,600 if rock is needed. Fritel moved to approve the bid and pay for repairs contingent on the outcome of the inspection. Swanson second. Vote all aye. m/c/a.

Discussed was the possibility that many curb stops in the city may need repaired. Vert stated that as the ordinance reads, that the property owner bears the costs of those expenses. Discussion continued on

whether collective costs vs single costs may be more beneficial. Mayor Zabka directed the auditor to research and get some analysis on collective costs from Ward Heidbreder from NDRWA. Fritel motioned to rewrite the water ordinance with guidance from the city attorney, and obtained analysis. Swanson second. Vote held, motion passed, 4 in favor, Vert abstained. m/c/a.

A Local Permit application for the Max Community Club Annual Plunge Can event was submitted. Adams motioned to approve the permit. Fritel second. Discussed was who was going to be the responsible party for retrieving the can off the lake. Terry Gullickson volunteered to retrieve the Plunge Can.

The Auditor requested March 6 through the 14<sup>th</sup> off. Fritel motioned to approve the paid time off. Adams second. Vote all aye. m/c/a.

Bills to be paid in February were presented. Swanson motioned to pay the bills. Adams second. Vote all aye. m/c/a.

ENTITY	DESCRIPTION	AMOUNT
Aramark	Rugs and Supplies Inv #2550270200, 2550276225	337.88
Bank of North Dakota	Water Tower Interest and Adm fees	2,062.50
Circle Sanitation	Garbage Service Contract	4,197.75
Dig it Up	Emergency Curb Stop Replacement	6,200.00
Don Krebsbach	Reimburse for NAPA-Oil Filters	19.87
EFTPS	Payroll 941 Liabilities-Paid online (Employer Portion) January 2024	589.82
First District Health	Water Testing	30.00
IRS	2021 Q1, & Q3 Unpaid Taxes	2,550.03
MDU	Natural Gas Utilities	621.94
Max Farm Services	Fuel Costs	587.84
McLean County Sherriff's Dept.	Police Protection	2,685.52
Menards	Janitorial Supplies	42.82
Microsoft Office	Cloud Storage-paid online	1.99
Municipal Judge	January 2024 Judges Pay	178.00
NPRWD	Purchased Water	4,082.70
NPRWD	Parts for Water Tower Repairs this summer	262.36
NorDak North Publications	Publishing	190.24
ND State Employment Taxes	2023 State Employment Taxes-Paid Online	1,150.97
ND Municipal Judge Association	2024 Annual Dues	37.50
ND Unemployment Taxes	Q 4 2023-Paid Online	2,218.01
One Call	Locates	3.35
Ottertail Power Company	Electric Utilities	1,760.79
QuickBooks	January Subscription	137.50
Reservation Telephone Company	Phone and Internet	403.64
The Computer Store	Black & Colored Ink	501.99
Workforce Safety Insurance	2023 Premium	949.13
US Postal Service	1 roll of post card stamps	53.00
<b>Total</b>		<b>\$31,857.14</b>

A transfer from the General Checking account to the Water Tower Bond Fund account, in the amount of \$2,300, is needed for the interest payment. Swanson motioned to approve the transfer. Fritel second. Vote all aye. m/c/a.

Monthly financial reports were presented. Fritel motioned to approve. Vert second. Vote all aye. m/c/a.

Adams motioned to approve the purchase of meeting folders. Vert second. Vote all aye. m/c/a.

The auditor was directed to send pink slips/shut off notice as needed for delinquent city utility bills.

Aaron Zabka-Mayor

Anita Porter-Auditor

**Bank Balances:**

TruCommunity General Ledger Account-\$478,138.35