

Max City Council met on Monday, March 10, 2025 at 7:00 pm. In attendance were Mayor Zabka, and Council Member; Fritel, Adams, and Westman. Swanson Absent. Visitors in attendance were Jonis Sloka, and Brett Henne.

Mayor Zabka called the meeting to order.

Adams moved to approve and dispense with reading of February 2024, meeting minutes. Westman second. Vote all aye. m/c/a.

Janis Sloka presented to council the Food Pantry distribution plan. The hours for distribution will be on the third Monday of every month from the hours of 3-6. They will have boxes of meal items, and tables with items for people to pick up. On the 17th, people will need to register. There will be a social worker available for people to talk to. Council consensus is agreement with the plan. Mayor Zabka directed the auditor to contact the city attorney to draft a new agreement between the city and the food pantry.

Court report was presented, and citations were low for the month of February.

Maintenance presented council with flyers for information regarding lagoon care. Team Lab Innovations have a sonar, remote operated boat, that will assess the sludge level of the lagoon. The company will then develop a augmentation program for the lagoon's health and longevity. The same company has material that will be effective for crack filling and pot holes, cost is approximately \$1,730. The Sonar will cost approximately \$800. Westman motioned to approve the purchases. Fritel second. m/c/a. Council will evaluate the cost of the augmentation plan after the results are known. Paving products won't be purchased until April.

Council discussed options received from Butler for the loader. Tabled until next meeting. Discussed was a bid received for the bathrooms. It is consensus to get input from the city engineer at the next meeting. Tabled. The auditor updated council that the Over 55 Club has received 2 estimates for the roof project, and they are waiting for one more.

The 2024 Annual Financial Review was presented. Adams motioned to accept and approve the Annual Financial Review Report. Fritel second. Vote all aye. The auditor will submit the report to the North Dakota State Auditor's Office. Also, discussed was the Street Improvement Money Market Account. Since the loan is now paid off, it is council consensus that using that account to invest the positive balances of the Maintenance/Infrastructure Fund Is best to ensure that future infrastructure needs can be met. Westman moved to reallocate the Money Market Account used for the Street Improvement Bond Loan, to Maintenance/Infrastructure. Westman motioned to approve. Adams second. Vote all aye. m/c/a.

Council discussed the new meter system that was presented by the representative from Furgeson Water Works last meeting. It is agreed that the time savings, and accuracy will save money to the city. Findings from the Annual Financial review, show that the water fund has more than adequate funds to purchase the system. Adams, motioned to purchase. Fritel second. Vote all aye. m/c/a.

The library has an opening for a new Board Member, due to someone moving out of town, to finish up a 3-year term that will end in June of 2025. The auditor presented a recommendation to appoint Julie Olson to the Library Board. Westman motioned to approve the appointment. Fritel second. Vote all aye. m/c/a. Presented, was the 2024 Annual record retention schedule for the expired records to be disposed of. Westman motioned to approve the report and the disposal of records. Fritel second. Vote all aye.

m/c/a. The auditor will send the report to the State of North Dakota. ND League of Cities will have part of their Spring Workshop virtually. The auditor requested to be able to view that webinar, the cost is \$75. Adams motioned to approve. Fritel second. Vote all aye. m/c/a.

Bills to pay in March were presented. Westman motioned to approve paying the bills. Adams second. Vote all aye. m/c/a.

Blue Cross Blue Shield of ND	Medical Insurance (Employer Portion)	1,000.00
Circle Sanitation	Garbage Service Contract	4,244.00
EFTPS	Payroll 941 Liabilities-Paid online (Employer Portion) FEB 2025	659.32
First District Health	Water Testing	30.00
Graphics Lettering & Trim	Pickup Door Signs	190.00
Max Farm Services	Fuel Costs	561.84
McLean County Sherriff's Dept.	Police Protection	2,739.23
MDU	Natural Gas Utilities	615.50
Menards	Totes, and Janitorial Supplies	86.82
Microsoft Office	Cloud Storage	2.14
Municipal Judge	Monthly Pay	178.00
ND Sewage Pump & Lift Station Service	Lift Station Repairs	3,485.00
NorDak North Publications	Publishing- estimated-Estimate	112.52
NPRWD	Purchased Water	4,210.00
Ottertail Power Company	Electric Utilities	1,453.82
QuickBooks	Monthly Subscription	367.00
RTC	Phone Bill-Estimated	412.00
Schock's Safe & Lock Service	Repair of Front door & Shop Locks	275.00
Steen	Water break Repairs	7,500.00
Swanston Equipment	Air filters, and Window Wiper Blades	100.30
US Postal Service	2 Rolls Post Card stamps	112.00
Zens Auto	City Pickup Alternator Replacement	335.32
Totals		28,669.81

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

Discussed were delinquent accounts. Auditor was directed to send late/shut off notices as needed.

Office supplies requested, are meeting folders, cash receipt book, and key identification tabs. Fritel motioned to approve the purchases. Westman second. Vote all aye. m/c/a.

Adams motioned for meeting to adjourn. Fritel second.

Meeting adjourned. Next council meeting to be held on April 07, 2025 at 7:00 pm.

Aaron Zabka, Mayor

Anita Porter, Auditor

Fund Balances for Publishing in the Paper

2024 Annual Fund Activity

General Fund Income-\$169,102.58, Expenditures-\$170,789.80, Balance-\$1,687.39, Street/HWY Fund Income-\$27,723.99, Expenditures-\$16,539.29, Balance-\$11,184.17, Cemetery Fund Income-\$1,685.59, Expenditures-\$430.17, Balance-\$1,255.42, Legacy HWY Fund, No Income or Expenses, Balance-\$8,499.32, Municipal Infrastructure Fund, No income since 2023, Expenditures-\$44,612.00-Balance-\$5,979.79, City Maint/Infrastructure Fund, Income \$83,139.79, Expenditures-\$68,332.34, Balance-\$14,807.45, Street Imp. Fund, Income \$93,732.94, Expenditures, \$96,235.00 \$ Balance \$-2,502.06, Water Tower Fund-Income, \$21,368.49-Expenditures \$19,125.00-Balance \$2,243.49, Loader Fund - Income \$17,500.00, Expenditures-\$16,778.00, Water Fund-Income \$74,870.54-Expenditures-\$87,176.24-Balance \$38,132.18, Sewer Fund-Income \$22,134.54-Expenditures-\$633.21 Balance-\$21,503.33, Garbage Fund-Income \$55,719.99-Expenditures \$51,221.50-Balance \$4,498.49.