

The Max City Council met Monday August 05, 2024 at 7:00 pm. Mayor Zabka and council members Swanson, Adams, Fritel, and Westman were present. Visitors in attendance were Tim Marsh, Doug Zabka, Nancy Gullickson, City Thompson, Susan Halverson, Harold and Bradley Lawrence, Bonnita Lemere, Alex and Brandi Hemphill, Samantha Rebel, Julie McElwain, Steven Hennegrefs, Jody Gullickson, Karen Berg, and Michele Peterson-Lies.

Zabka called the meeting to order.

Adams moved to approve and dispense with reading minutes from July, Swanson second. Vote all aye. m/c/a.

Harold Lawrence informed council that they purchased property, and plan to move their recreational vehicle, but that they need their septic, water, and road put in. They have contractor bids in, but they are in their busy season. He requested an extension to get the property ready. Westman motioned to approve an extension until October 01, 2024. Fritel second. Vote all aye. m/c/a.

Susan Halverson presented a rewritten contract between the city and the Over 55 Club. The auditor presented cost analysis for some of the costs to tax payers. Zabka asked to set up a time with Halverson to discuss the terms of the contract, she agreed. Tabled until next meeting. Halverson reminded council of the Over 55 Club picnic on the 8th.

Tim Marsh, new to the city, introduced himself, and expressed his interest in being active in the community.

Judge Krebsbach introduced his plan to do his judgeship in the City of Max pro bono, if the city would not consider the contract for the 80-20 plan with the county. He reminded that he has a contract to rent his space in the Over 55 Club until April 2025. Zabka discussed that he has interest in hearing about the plan from the county before council makes a decision either way. Tabled until next meeting. Steven Hannegrefs pointed out that the century code needed to be researched to see if that is an option. Zabka assured him that it would be researched.

Nathan Amick from Ackerman-Estvold submitted to the city a thumb drive with the Lead Inventory survey information. Amick enquired as to who will be do the water testing for the city. Zabka asked if Amick would be willing to do the testing, until a new Maintenance Employee could be hired, and trained. He agreed.

David Songstad who is handling the city maintenance, discussed needed supplies, and wiper blades for the city pick up. Adams motioned to approve the purchases. Swanson second. Vote all aye. m/c/a.

Discussion was held about the Junk Ordinance letters sent out. Auditor informed that there are 3 properties still in question. Council directed the auditor to send another letter reminding of the next free landfill day with a final deadline being Sept. 15th. Discussion was held on the need for more bids for road repairs. Tabled until next meeting.

Michele Peterson-Lies requested permission for a beer garden at the Red-Light Bar on August 24, for the Throttles & Gears Bike Run coming through Max. Adams motioned to approve, Fritel second. Vote all aye. m/c/a. It was discussed that this will be joint event with Red Light and Pour Choices Bar & Grill. Alex Hemphill, owner of Pour Choices, requested permission for a beer garden at his establishment on the

same day. Westman motioned to approve. Vote all aye. m/c/a. Also, council was informed that excavation on the lots 3-4, of Block 9 should be starting sometime next week.

A gaming site authorization from the Douglas Sportsman's Club was presented to provide the gaming for Pour Choices Bar & Grill. Swanson motioned to approve, Adams Second. Vote all aye. m/c/a.

Presented was the NPRWD Water Quality Report. Max water is rated good. The North Dakota DEQ Landfill report was presented. The report indicates that tire disposal is not needed at this time. Even though the matter is resolved for now, the city will still not take tires at the landfill. Halverson reminded council that the Over 55 porch surface needs to be repaired, and that the hand rails need replaced. Zabka will look into bids. Tabled until next meeting.

Presented was a building permit for AZ renovations to build new bathrooms for the Max Park Board, at the Max City Park. Swanson motioned to approve. Fritel second. Vote all aye. m/c/a.

The auditor presented the 2025 Preliminary Budget. Topics of discussion were the cost analysis for the museum, and the food pantry, as well as wages for a new maintenance technician, and benefits. The Preliminary budget for the General Fund is budgeted a little higher based on the state recommendations, for fluctuation between now and the Final Budget Hearing. Swanson motioned to accept the preliminary budget. Westman second. Vote all aye. m/c/a. The 2025 Max Annual Budget hearing will be held on September 9^h, at 7:00 pm.

Zabka and Swanson discussed an interview they held with a very qualified person for the city maintenance position. It was recommended that someone with his qualification's, wages would need to be a factor. Zabka discussed the benefits of offering insurance to full time employees, that providing benefits is beneficial to both hiring and employee longevity, in retaining qualified employees. The auditor stated that it is already planned for, in the Preliminary Budget. Swanson motioned to approve paying medical benefits. Fritel second. Vote all aye. m/c/a. Westman motioned to send an offer letter for the maintenance position. Adams second. Vote all aye. m/c/a. It was discussed that because David Songstad is doing all the work for the city right now, and works hard, that he should be given a \$2 an hour raise. Swanson motioned to approve. Fritel second. Vote all aye. m/c/a.

The auditor requested a special meeting to update the Max Employee Handbook, and to update job duties for city employees. Council consensus is to set the meeting on August 27, 2024 at 7:00 pm.

Swanson motioned to approve the purchase of a used pick up for the city in the amount of \$10,000, Adams second. Vote all aye. m/c/a. Adams suggested the city put decals on city vehicles, and caution lights. The auditor was directed to look into the costs. Also discussed was that city maintenance workers should not have to give out their personal numbers to conduct city business. The auditor will look into the costs of a work phone, for the Lead City Maintenance employee.

The prices for selling dirt out at the landfill were discussed. It is council consensus to offer Clay/Fill at \$18 a ton, and Top Soil for \$9.50 a ton. Swanson motioned to approve. Westman second. Vote all aye. m/c/a.

BILLS TO PAY- August2024

ENTITY	DESCRIPTION	AMOUNT
Bank of North Dakota	Water Tower Bond Payment, Interest & Adm Fees	17,062.50
Circle Sanitation	Garbage Service Contract	4,331.50
D & L Auto	Halogen Bulbs-Skid Steer	23.19
EFTPS	Payroll 941 Liabilities-Paid online (Employer Portion) July 2024	987.67
Ferguson Waterworks	Water Meters	1,797.79
First District Health	Water Testing	30.00
Max Farm Services	Fuel Costs	461.67
McLean County Sherriff's Dept.	Police Protection	2,685.52
MDU	Natural Gas Utilities	86.70
Microsoft Office	Cloud Storage-paid online	1.99
ND DMV	Pick up Licensing	23.50
ND DOT	Driver's License Check-paid online in July	3.00
ND State Employment Tax	Quarter 3-Payroll State Taxes-Paid online in July	78.00
ND Unemployment Insurance	Quarter 3-Paid online in July	324.54
NorDak North Publications	Publishing	356.34
NPRWD	Purchased Water	5,909.25
Office Max	copy paper, skein of legal-size paper, manilla file folders-paid for in July	95.37
One Call	Locates	4.00
Ottertail Power Company	Electric Utilities	1,274.02
QuickBooks	August Subscription	137.50
RTC	August Phone Bill	408.17
The Computer Store	Black Printer Ink	96.99
US Postal Service	1 Roll Post Card Stamps-1 Roll Regular Stamps	129.00
Zenz Auto	Brown Pickup Repairs	56.20
		36,364.41

The bills to be paid in August, 2024 were presented. Swanson motioned to approve paying the bills. Westman second. Vote all aye. m/c/a. The auditor informed that \$17,062.50 needs transferred from the General Ledger account to the Water Tower Account to pay the Water Refunding Bond payment. Adams moved to approve the transfer. Fritel second. Vote all aye. mc/a. The city financial reports were reviewed. Adams motioned to approve the reports. Vote all aye. m/c/a.

Discussion was held about delinquent water accounts. Council directed the auditor to send pink slips and/or shut off notices as needed.

Fritel motioned for meeting to adjourn. Adams second. Vote all aye. m/c/a.

Next regular council meeting will be held as scheduled on September 2, 2024 at 7:00 pm. Special Meeting for Employee Handbook and employee duties to be held on August 27, 2024 at 7:00 pm, and Final Budget Hearing to be held on September 9th, 2024 at 7:00 pm.

Aaron Zabka, Mayor

Anita Porter, Auditor