

REGULAR HARVEY CITY COUNCIL MEETING
Wednesday, January 11th, 2023, 5:30p.m.
City Hall

Note: All motions unanimously passed unless otherwise stated.

Key: M-Motion, MS-Motion Second, VV-Voice Vote, RCV- Roll Call Vote, MC-Motion Carried

The Harvey City Council met at City Hall on Wednesday, January 11th, 2023, at 5:30p.m.

Present were Mayor Rick Eckart, Council Members Shelley Svoboda, Milo Baltrusch, Arnie Selzler, Ann Adams, and Spencer Marchand. Also, present were Auditor Karen Nordby, Public Works Director Kenny Erickson, Chief of Police Mike Zuber, and Terri Powers. Council Member Quincy Marchand was absent.

VISITORS: Pastor Jeff Robison, Shelley Chin, and Marci Eckart. Josh Feil and Jesse Berg with Moore Engineering were present via Zoom.

Mayor Rick Eckart opened the Regular Meeting.

The Pledge of Allegiance was recited.

Pastor Jeff performed the invocation.

Mayor Eckart opened the Public Hearing.

PUBLIC HEARING FOR CBDG APPLICATION: Josh Feil & Jesse Berg were present via Zoom to ask for any comments concerning the CBDG application to the State of ND. There was no one present for the Public Hearing. M by Baltrusch, MS by S. Marchand to close the public hearing. Upon VV, MC.

Mayor Eckart closed the Public Hearing and Re-opened the Regular meeting.

Josh discussed the RFP he submitted to the 8 Regional Councils for a grant administrator of the CBDG dollars for Water Treatment Plant Updates. M by Baltrusch, MS by Svoboda to award the contract for the CBDG administration services to North Central Planning Council with the low bid for up to \$10K which will be covered by the grant. Upon VV, MC. Jesse Berg discussed the grant application Paul had submitted for the Armory remodel. The state needed a PER to move forward with the request. Karen requested help from Moore Engineering. Karen, Josh and Jesse worked on moving the grant to the next step. Shelley was instrumental in providing helpful information to Moore Engineering to complete the report. M by S. Marchand, MS by Svoboda to approve the Preliminary Engineering Report prepared by Moore Engineering. Upon VV, MC. Josh discussed the PAR grant for televising sewers. M by Baltrusch, MS by S. Marchand to approve the low bid from Pipe Detectives for televising sewer. Upon VV, MC. M by Selzler, MS by Baltrusch to approve the removal of obstructions or mineral deposits that may be discovered during televising for an additional fee of \$300.00 per hour. Upon VV, MC. Josh updated the council on the raw water line. It has been delayed due to the December weather.

JDA REPORT: Spencer Marchand's report was in the packet for the council to review. He informed the Council of his upcoming scheduled meetings. He is meeting with a Data Center from Virginia on January 18th, 2023. They are interested in purchasing 7 acres from our Industrial Park. The Housing Committee met on January 10th. He stated that he is making good progress working through Dr. Gunderson's documents and that it has been a challenge without his guidance.

POLICE REPORT: Chief Zuber gave a verbal summary of his activities for the month of December. He informed the Council that he has a deputy that is going to start the police academy on February 6th, 2023. He will turn in his paperwork on January 12th, 2023. The academy will take 12 weeks to complete, and the officer will sign a 3-year contract. He asked Council for approval to spend up to \$2K towards expenses of outfitting the new officer, with the most expensive being a bullet proof vest. They asked him to apply for a grant for the vest from the Department of Justice. M by S. Marchand, MS by Svoboda to approve the purchase of the equipment while working on obtaining grant money. Upon VV, MC. He updated the Council on the 2017 Tahoe. They put in a new engine; however, the engine light keeps coming on. They are still working on it.

PUBLIC WORKS REPORT: Public Works Director Erickson's report was in the packet for the Council to review. He updated the Council on the old Napa building. He stated that the individual who does our

asbestos removal has deemed the building unsafe with the current snow load. He will research other options. He updated the council on the installation of the air release valves being installed by Kemper Construction, they finished yesterday. Kenny was having some difficulties moving the water through the lines. He didn't remember a time that we had drained the raw water lines. He informed the council the new LED lights have been installed in Cent. Park. The contractor will come back in the spring to work on Cent Park West.

AUDITOR REPORT: Nordby's report and the financials were in the packet for the council to review. She informed the Council that 812 Birch had received new flooring in the top unit, it was currently being cleaned, and the painter should get started soon. They discussed declaring a snow emergency due to the amount of snow we received in the month of December. The consensus of the council is it was a snow emergency.

MINUTES: M by Baltrusch, MS by Adams to approve the minutes of the Regular Council Meeting on December 14th, 2022, and Special Meeting on December 7th, 2022. Upon VV, MC.

CASH REPORT: M by Adams, MS by Svoboda to approve the Auditor's Cash Report as submitted with December revenue of \$227,697.51. Upon RCV, MC.

VOUCHERS: M by Adams, MS by Svoboda to approve the vouchers with expenses of Aramark 315.94, Aqua Pure Inc. 4362.50, Central Plains Water District 200, Coast to Coast Solutions 349.75, Cobblestone Inn & Suites 88.20, Colby Christensen 23.80, Dakota Heritage Bank 3100, Dale's Repair 754, Double E Designs 100, EDND 300, Electric Pump 2536.50, First International Bank 1875, First State Bank 3410, Gaffaney's of Minot 1149.92, Harvey Ambulance Service 410, Harvey Oil Co. 6221.59, Harvey Park District 1950.69, HAV-IT Recycling 1614, Hawkins Inc. 2753.86, Herald Press 770.70, High Plains Equip. 101.50, Hinrich's Super Value 775.79, Hometown Variety 12.56, Hornbacher's Café 208.70, Information Technology Dept. 49.40, John Deere Financial 469.47, Just Good BBQ 475, Kotaco 9275.87, Lemer's Ace 380.62, Little Mart 1483.85, Mid Dakota Lumber 37, Midee Auto 1020.64, Midwest Graphics & Signs 649.25, Napa Auto Parts 135.17, ND Dept. of Health/Microbiology 71, ND League of Cities 1633, NDTC 1443.48, Nyhus Law Firm 400, Ottetail Power Co. 8007.54, Patzer Truck Repair 60.48, Paul D. Gunderson 1750, Paul's Snow Removal 735, Peace Officer Standards & Training 150, Sanitation Products 101.27, Sign Solutions 687.87, Spencer Marchand 2000, South Central Dakota Regional 4150, Swang Construction 715, Swanston Equip. Corp. 406.16, Sweeney Controls Co. 4558, Tom's Home Furnishings 7937.32, Tractor Supply Co. 222.83, Unum Life Ins. Co. 167.99, USPS 281.80, Verendrye Electric Coop 207, Verizon 444.32, Visa 5095.90, Waste Management 5014.30, Wells Co. JDA 3750.34, Wells Co. Treasurer 41683.61, and December Payroll \$82,092.83. Upon RCV, MC.

UNFINISHED BUSINESS:

ARMORY UPDATE: Discussed with Moore Engineering

UPDATE COMMITTEE LIST: Tabled until next month.

HAV-IT RECYCLING: Tabled until next month.

GARBAGE: Tabled until next month.

NEW BUSINESS:

DESIGNATE DEPOSITORIES OF PUBLIC FUNDS: M by Adams, MS by Baltrusch to designate the First State Bank, First International Bank, Dakota Heritage Bank and Bank of North Dakota as the depositories of public funds which meet pledge security requirements. Upon VV, MC.

APPROVE SALE OF ALL CITY PROPERTY: M by Svoboda, MS by Selzler to approve the sale of all real property owned by the City of Harvey upon bid acceptance by the City Council. Upon RCV, MC.

BUDGET AMENDMENTS & TRANSFERS:

M by Baltrusch, MS by S. Marchand to accept the Finance Committee's recommendation to approve the Budget Amendments. Upon RCV, MC.

CITY OF HARVEY					
2022					
ORIGINAL BUDGET			AMENDED REVENUE	AMENDED EXPENDITURES	Difference
\$ 3,989,500.00			\$ 4,345,824.13	\$ 4,010,644.03	\$ 335,180.10
2022 REVENUE BUDGET AMENDMENTS					
Fund	ORIGINAL BUDGET	AMENDMENTS	AMENDED BUDGET		
PRIMARY GOVERNMENT FUND					
General Fund					
SPECIAL REVENUE FUNDS					
Harvey Community Development	\$ 203,000.00	\$ 62,397.93	\$ 265,397.93		
Infrastructure	\$ 230,000.00	\$ 40,969.51	\$ 270,969.51		
Prairie Dog/American Recovery	\$ -	\$ 256,029.17	\$ 256,029.17		
SPECIAL ASSESSMENTS					
Special Asst. Interest	\$ -	\$ 12,533.20	\$ 12,533.20		
Special Asst. Street Improv	\$ 612,000.00	\$ 43,298.47	\$ 655,298.47		
Sidewalk Project	\$ 2,000.00	\$ 6,127.58	\$ 8,127.58		
WTP	\$ 181,000.00	\$ 7,070.72	\$ 188,070.72		
Water Tower Specials-35	\$ 25,800.00	\$ 1,534.43	\$ 27,334.43		
RESERVES					
Land Development	\$ 4,000.00	\$ 7,641.00	\$ 11,641.00		
OTHER FUNDS					
Recreation	\$ 28,000.00	\$ 7,384.85	\$ 35,384.85		
Archery	\$ 4,000.00	\$ 3,902.52	\$ 7,902.52		
Babe Ruth	\$ 6,000.00	\$ 9,160.43	\$ 15,160.43		
Band	\$ -	\$ 100.00	\$ 100.00		
Cent Park Project	\$ 2,500.00	\$ 219,708.18	\$ 222,208.18		
Childcare	\$ 155,000.00	\$ 97,886.51	\$ 252,886.51		
Airport Fund	\$ 42,000.00	\$ 27,833.10	\$ 69,833.10		
Other FUNDS Under Budget	\$ 2,494,200.00		\$ 2,583,313.97		
TOTAL REVENUES	\$ 3,989,500.00	\$ 803,577.60	\$ 4,345,824.13		
2022 EXPENDITURE BUDGET AMENDMENTS					
Fund	ORIGINAL BUDGET	AMENDMENTS	AMENDED BUDGET	REVENUE RECEIVED	DIFFERENCE
PRIMARY GOVERNMENT FUND					
General Fund					\$ -
SPECIAL REVENUE FUNDS					
Water/Main Replacement Phase II	\$ 83,500.00	\$ 47,631.26	\$ 131,131.26	\$ 75,049.90	\$ (56,081.36)
Convention and Visitor's Bureau	\$ 18,000.00	\$ 4,650.53	\$ 22,650.53	\$ 16,477.97	\$ (6,172.56)
Mosquito Control	\$ 11,000.00	\$ 1,151.99	\$ 12,151.99	\$ 10,468.79	\$ (1,683.20)
SPECIAL ASSESSMENTS					
Sidewalk Project- 34	\$ 2,000.00	\$ 9,460.39	\$ 11,460.39	\$ 8,127.58	\$ (3,332.81)
Spec Assessments-Street IMP 2016	\$ 612,000.00	\$ 51.88	\$ 612,051.88	\$ 655,298.47	\$ 43,246.59
Water & Sewer Extension	\$ 16,800.00	\$ 120.00	\$ 16,920.00	\$ 6,000.00	\$ (10,920.00)
RESERVES					
Water Improvements	\$ 12,000.00	\$ 20,875.06	\$ 32,875.06	\$ -	\$ (32,875.06)
Fire Equipment	\$ 10,000.00	\$ 89,077.34	\$ 99,077.34	\$ -	\$ (99,077.34)
General - Bldg/ Equipment	\$ 7,000.00	\$ 2,027.02	\$ 9,027.02	\$ -	\$ (9,027.02)
Customer Insurance	\$ 2,500.00	\$ 3,929.68	\$ 6,429.68	\$ -	\$ (6,429.68)
OTHER FUNDS					
Emergency	\$ 2,000.00	\$ 2,380.00	\$ 4,380.00	\$ 1,958.60	\$ (2,421.40)
Archery	\$ 4,000.00	\$ 4,378.81	\$ 8,378.81	\$ 7,902.52	\$ (476.29)
Library	\$ 94,000.00	\$ 17,041.13	\$ 111,041.13	\$ 36,422.22	\$ (74,618.91)
Economic Development	\$ 10,000.00	\$ 10,379.82	\$ 20,379.82	\$ 2,917.33	\$ (17,462.49)
Cent Park Project	\$ 2,500.00	\$ 241,095.82	\$ 243,595.82	\$ 222,208.18	\$ (21,387.64)
ChildCare	\$ 155,000.00	\$ 37,589.60	\$ 192,589.60	\$ 252,886.51	\$ 60,296.91
Harvey Area Growth/JDA	\$ 140,000.00	\$ 35,181.46	\$ 175,181.46	\$ 108,109.17	\$ (67,072.29)
Water Fund	\$ 390,000.00	\$ 3,182.80	\$ 393,182.80	\$ 371,078.76	\$ (22,104.04)
Sewer Lagoon	\$ 1,000.00	\$ 876.00	\$ 1,876.00	\$ -	\$ (1,876.00)
Sewer Utility Fund	\$ 120,000.00	\$ 711.73	\$ 120,711.73	\$ 110,560.44	\$ (10,151.29)
Airport Fund	\$ 42,000.00	\$ 25,182.24	\$ 67,182.24	\$ 69,833.10	\$ 2,650.86
OTHER FUNDS Under Budget	\$ 2,309,200.00	\$ -	\$ 1,884,303.25	\$ 2,390,524.59	
TOTAL EXPENDITURES	\$ 4,044,500.00	\$ 556,974.56	\$ 4,010,644.03	\$ 4,345,824.13	

M by Baltrusch, MS by S. Marchand to accept the Finance Committee's recommendation to approve the Transfers as submitted. Upon RCV, MC.

YEAR END TRANSFERS 2022						
CITY OF HARVEY						
FUND	TRANS OUT	%Int	TRANS IN	FUND	BUDGETED RESERVE	2021
GENERAL						
General	\$ 55,000.00			General	\$ 18,000.00	\$ 55,000.00
NonAllocated Interest	\$ -			NonAllocated Interest	0	\$ -
Cent Park Project	\$ -		\$ 50,000.00			\$ (50,000.00)
Emergency Fund	\$ -		\$ 5,000.00			\$ (5,000.00)
TOTAL TRANS. GEN FUND	\$ 55,000.00		\$ 55,000.00		\$ 18,000.00	\$ -
HIGHWAY TAX DISTRIBUTION						
Street Operating Fund	\$ -		\$ -	Street	\$ 13,000.00	\$ -
Reserve for Street Equipment	\$ -		\$ -	Street Equipment	\$ -	\$ -
TOTAL HIGHWAY TAX DIST	\$ -		\$ -		\$ 13,000.00	\$ -
SPECIAL ASSESSMENTS						
Special Assessments-Interest	\$ -		\$ -	Special Assess-Int	\$ -	\$ -
Special Assessments-Ball Park	\$ -		\$ -	Special Assess-BP	\$ -	\$ -
TOTAL SPECIAL ASSESSMENTS	\$ -		\$ -		\$ -	\$ -
ENTERPRISE FUNDS						
Water Fund	\$ 35,000.00		\$ -	Water Fund	\$ 11,000.00	\$ 35,000.00
USDA/BND Proj Reserve	\$ -		\$ 35,000.00	Proj Reserve	\$ -	\$ (35,000.00)
Sewer Utility	\$ -		\$ -	Sewer Utility	\$ 3,000.00	\$ -
Garbage Fund	\$ -		\$ -	Garbage	\$ 3,000.00	\$ -
TOTAL ENTERPRISE FUND	\$ 35,000.00		\$ 35,000.00		\$ 17,000.00	\$ -
SALES TAX FUNDS						
Sales Tax	\$ 100,000.00		\$ -	Sales Tax	\$ 3,000.00	\$ 100,000.00
Growth Fund/JDA	\$ -		\$ 100,000.00	Growth Fund/JDA	\$ 3,000.00	\$ (100,000.00)
Childcare Fund	\$ -		\$ -	Childcare Fund	\$ 4,000.00	\$ -
Infra Structure	\$ 185,000.00		\$ -	Infra Structure	\$ -	\$ 120,000.00
Water & Sewer Extension 2004	\$ -		\$ 10,000.00	Water & Sewer Ext	\$ -	\$ -
Reserve for Water Improvements			\$ 10,000.00			
Sewer Utility Fund			\$ 15,000.00			
Garbage	\$ -		\$ 25,000.00	Garbage	\$ 7,500.00	\$ (5,000.00)
Reserve for Garbage	\$ -		\$ 2,000.00	Reserve for Garbage	\$ -	\$ (23,000.00)
Reserve for Police Equipment	\$ -		\$ 5,000.00	Reserve for Police Equip	\$ -	\$ (230,000.00)
Side Walk Project			\$ 65,000.00	Special Assessment De	\$ -	\$ -
Special Assessment Ball Park			\$ 35,000.00	Special Assessment BP		\$ (45,000.00)
Reserve for Fire Equipment	\$ -		\$ 18,000.00		\$ -	\$ (24,000.00)
TOTAL TRANSFER	\$ 285,000.00		\$ 285,000.00		\$ 17,500.00	\$ -
TOTAL 2022 TRANSFERS	\$ 375,000.00		\$ 375,000.00			

SITE AUTHORIZATION: M by Baltrusch, MS by Adams to approve the Gaming Site Authorization for the RMEF Minndak Inc. to conduct a raffle on March 11th, 2023, at the Harvey Eagles Club provided all gaming rules and regulations are followed. Upon VV, MC.

COMMITTEE REPORTS:

JDA MINUTES: JDA Minutes from the December 20th, 2022, meeting was included in the packet for the Council to review.

AIRPORT AUTHORITY MINUTES: Airport Authority Minutes from the December 13th, 2022, meeting was in the packet for the Council to review.

HOUSING COMMITTEE MINUTES: Housing Committee Minutes from the January 10th, 2023, meeting was in the packet for the Council to review.

M by Selzler, MS by Adams to adjourn meeting. Upon VV, MC.

Rick Eckart, Mayor

Karen Nordby, Auditor