

REGULAR HARVEY CITY COUNCIL MEETING
Wednesday, January 10th, 2024, 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 10th, 2024, at 5:30 p.m.

Present were Mayor Rick Eckart, Council Members Shelley Svoboda, Milo Baltrusch, Melissa Anderson, and Kerry Susag. Also, present were Auditor Karen Nordby, Public Works Director Jamey Weinmann, JDA Director Spencer Marchand, and Terri Powers. Absent were Council Members Arnie Selzler and Gil Steedsman.

VISITORS: Tim Buchwitz, Shelley Chin, and Marci Eckart.

Mayor Eckart opened the Regular Meeting.

The Pledge of Allegiance was recited.

JDA REPORT: JDA Director Marchand's report was in the packet for the Council to review. Spencer discussed the Rural Housing Grant. He informed the Council that once the houses have been rehabilitated, they can be sold. He has been taking time out of his schedule to do random business visits and has received positive responses. He will continue to do them on a regular basis.

POLICE REPORT: Officer Denning has resigned from the Harvey Police Department effective December 31st, 2023. Karen presented the Council with a quote from NRG Technology Services for IT support for the PD. The consensus of the Council is to wait until Scott Wiest of Wiest Associates LLC officially retires before looking for a new IT company.

PUBLIC WORKS REPORT: Public Works Director Weinmann's report was in the packet for the Council to review. M by Baltrusch, MS by Svoboda to accept Mayor Eckart's appointment of Jamey Weinmann as the new Public Works Director for the City of Harvey. Upon VV, MC. Mayor Eckart performed the Oath of Office and Mr. Weinmann was sworn in. He informed the Council that there has been no progress on the Napa Building. He presented a quote from Heilman Electric for the purchase and installation of LED lights, ceiling fans with controllers, and two garage door openers for the City Shop. Council asked him to get another quote. Jamey looked into getting a walk behind floor cleaner for the armory gym now that Havit is no longer cleaning. They tabled it until next month.

AUDITOR REPORT: Nordby's report and the financials were in the packet for the Council to review. Karen reviewed Moore Engineering's Engineers report with the Council. M by Svoboda, MS by Susag to approve the proposal from Northland Environmental Consulting for \$2200 to conduct an environmental study so we can move forward with the CBDG Grant. Upon VV, MC. The Council discussed the B-52 building. The consensus is to have the City Attorney send a letter to get things cleaned up.

MINUTES: M by Baltrusch, MS by Svoboda to approve the minutes of the Regular Council Meeting on December 13th, 2023. Upon VV, MC.

CASH REPORT: M by Anderson, MS by Svoboda to approve the Auditor's Cash Report as submitted with December revenue of \$293,282.70. Upon RCV, MC.

VOUCHERS: M by Anderson, MS by Svoboda to approve the vouchers with expenses of Aramark 387.22, Arrowhead Scientific 67.47, At-Scene LLC 1500, AT&T Mobility 138.62, Black Mountain Software 100, Cashwa Fargo 771.25, Central Plains Water District 200, City of Harvey 435.46, Dakota Heritage Bank 3565, Dale's Radiator & Repair 908.50, Dave O'Kelley 10.79, Double M Sanitation 25457, Drive Chevrolet 158.13, EDND 300, Electric Pump 1050, Farmer's Union Oil & C-Store 2801.12, First State Bank 3332.50, Grand Forks Fire Equip. 7153.65, HACTC 255, Harvey Oil Co. 2669.68, Harvey Park District 2127.97, HAV-IT Recycling 1225, HAV-IT Services 161, Hawkins 3601.64, Heilman Electric 7951.12, Herald Press 1621.01, Hinrich's Super Value 924.16, Hometown Variety 19.16, Information

Tech. 43.55, Interstate Engineering 11440, John Deere Financial 264.60, Karl Chevrolet 41407, Kotaco 126.81, Larissa Arnold 200, Lemer's Ace 859.57, Little Mart 125.32, Lori Holzer 50, Mid Dakota Lumber 6825.35, Midee Auto 350.19, Napa Auto Parts 9.58, ND Dept. of Health 166.85, ND Dept. of Health/Microbiology 31.46, ND League of Cities 1698, NDTTC 1564.92, Nyhus Law Firm 670, OK Tire Store & Service 9616, One Call Concepts 1.30, Ottertail Power Co. 7401.56, Patzer Truck Repair 356.80, Powerplan 21269.51, Rustyre' 600, Shari Nyhus 290.23, Sweeney Controls Co. 511, TJ Plumbing 347.50, Tom's Home Furnishings 438, Top-Notch Outdoor Services 282.50, Tractor Supply Co. 536.80, Trifectah Solutions 355.72, Uniform Center 65, Unum Life Insurance 205.04, USPS 284.03, Verendrye Electric Coop 153, Verizon 255.28, Visa 2882.39, Warehouse Groc. 301.95, Waste Management 14365.32, Wells Co. Abstract Co. 1165, Wells Co. Treasurer 48070.22, and December Payroll \$87,939.23. Upon RCV, MC.

UNFINISHED BUSINESS:

ARMORY UPDATE: The Council discussed getting started on painting the basement.

UPDATE COMMITTEE LIST: N/A

NEW BUSINESS:

SPECIAL EVENT PERMIT: M by Anderson, MS by Baltrusch to approve the Special Event Permit for Corinne Engen to have a wedding ceremony at the Harvey Shooting Range. Upon VV, MC.

GYMNASTICS EQUIPMENT USE AGREEMENT: The Council discussed the equipment use agreement between the Harvey Gymnastics Club and the Harvey Rec Board. The consensus of the Council is to have the club conduct the program privately rather than through the Harvey Rec Department.

LOCAL EVENT PERMIT: M by Baltrusch, MS by Susag to approve the Local Event Permit for First Lutheran Church LYO for a calendar raffle provided all gaming rules and regulations are followed. Upon VV, MC.

DESIGNATE DEPOSITORIES OF PUBLIC FUNDS: M by Baltrusch, MS by Svoboda 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.

BUDGET AMENDMENTS & TRANSFERS: M by Baltrusch, MS by Susag to accept the Finance Committee's recommendation to approve the Transfers as submitted. Upon RCV, MC.

YEAR END TRANSFERS 2023

CITY OF HARVEY						
FUND	TRANS OUT	%Int	TRANS IN	FUND	BUDGETED RESERVE	2022
GENERAL						
General	\$ 170,000.00		\$ -	General	\$ 18,000.00	\$ 55,000.00
NonAllocated Interest	\$ -		\$ -	NonAllocated Interest	0	\$ -
Cent Park Project	\$ -		\$ 30,000.00	Cent Park Project	\$ -	\$ (50,000.00)
Reserve for General Bldg	\$ -		\$ 50,000.00	Reserve for General Bldg		
Special Assessment Ball Park	\$ -		\$ 42,000.00	Special Assessment Ball Park		
Reserve for Police Equipment	\$ -		\$ 40,000.00	Reserve for Police Equipme	\$ 10,000.00	
Water & Sewer Extension 2004	\$ -		\$ 8,000.00	Water & Sewer Extension 2004		
Emergency Fund	\$ -		\$ -	Emergency Fund		\$ (5,000.00)
TOTAL TRANS. GEN FUND	\$ 170,000.00		\$ 170,000.00		\$ 28,000.00	\$ -
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	\$ -		\$ -	Water Fund	\$ 11,000.00	\$ 35,000.00
USDA/BND Proj Reserve	\$ 110,000.00			Proj Reserve	\$ -	\$ (35,000.00)
Reserve for Water Improvements			\$ 105,000.00	Reserve for Water Improvements		
Customer Insurance Reserve			\$ 5,000.00	Customer Insurance Reserve		
Sewer Utility	\$ -		\$ -	Sewer Utility	\$ 2,000.00	\$ -
Garbage Fund	\$ -		\$ -	Garbage	\$ 3,000.00	\$ -
TOTAL ENTERPRISE FUND	\$ 110,000.00		\$ 110,000.00		\$ 16,000.00	\$ -
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	\$ 180,000.00		\$ -	Infra Structure	\$ -	\$ 185,000.00
Water & Sewer Extension 2004	\$ -		\$ -	Water & Sewer Ext	\$ -	\$ (10,000.00)
Reserve for Water Improvements	\$ -		\$ -	Reserve for Water Improvements		\$ (10,000.00)
Sewer Utility Fund	\$ -		\$ -	Sewer Utility Fund		\$ (15,000.00)
Garbage	\$ -		\$ 172,000.00	Garbage	\$ 3,000.00	\$ (25,000.00)
Reserve for Garbage	\$ -		\$ -	Reserve for Garbage	\$ -	\$ (2,000.00)
Reserve for Police Equipment	\$ -		\$ -	Reserve for Police Equip	\$ -	\$ (5,000.00)
Side Walk Project	\$ -		\$ 8,000.00	Side Walk Project	\$ -	\$ (65,000.00)
Special Assessment Ball Park	\$ -		\$ -	Special Assessment BP		\$ (35,000.00)
Reserve for Fire Equipment	\$ -		\$ -	Reserve for Fire Equipment	\$ 10,000.00	\$ (18,000.00)
TOTAL TRANSFER	\$ 280,000.00		\$ 280,000.00		\$ 23,000.00	\$ -
TOTAL 2023 TRANSFERS	\$ 560,000.00		\$ 560,000.00			

M by Svoboda, MS by Anderson to accept the Finance Committee's recommendation to approve the Revenue Amendments. Upon RCV, MC.

2023 REVENUE BUDGET AMENDMENTS			
Fund	ORIGINAL BUDGET	AMENDMENTS	AMENDED BUDGET
PRIMARY GOVERNMENT FUND			
General Fund	\$ 705,000.00	\$ 12,084.83	\$ 717,084.96
SPECIAL REVENUE FUNDS			
Harvey Community Development	\$ 220,000.00	\$ 80,695.62	\$ 300,695.62
Infrastructure	\$ 230,000.00	\$ 127,272.63	\$ 357,272.63
CVB	\$ 17,000.00	\$ 1,772.05	\$ 18,772.05
Prairie Dog/American Recovery	\$ -	\$ 343,752.32	\$ 343,752.32
SPECIAL ASSESSMENTS			
Special Asst. Interest	\$ -	\$ 1,160.51	\$ 1,160.51
Special Asst. WTP	\$ 170,000.00	\$ 9,538.93	\$ 179,538.93
Sidewalk Project	\$ 5,000.00	\$ 2,365.06	\$ 7,365.06
Water Tower Specials-35	\$ -	\$ 1,526.42	\$ 1,526.42
RESERVES			
Street Repair	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Fire Equipment	\$ 10,000.00	\$ 84,788.67	\$ 94,788.67
Land Development	\$ 4,000.00	\$ 9,349.25	\$ 13,349.25
OTHER FUNDS			
Recreation	\$ 25,000.00	\$ 4,250.30	\$ 29,250.30
Library	\$ 96,000.00	\$ 44,595.75	\$ 140,595.75
Band	\$ -	\$ 250.00	\$ 250.00
Cent Park Project	\$ 3,000.00	\$ 40,295.06	\$ 43,295.06
Airport Fund	\$ 46,000.00	\$ 84,830.32	\$ 130,830.32
Other FUNDS Under Budget	\$ 3,724,035.83	\$ -	\$ 3,310,446.73
TOTAL REVENUES	\$ 4,551,035.83		\$ 4,298,149.32

M by Anderson, MS by Baltrusch to accept the Finance Committee's recommendation to approve the Expenditure Amendments. Upon RCV, MC.

2023 EXPENDITURE +A34:F64BUDGET AMENDMENTS					
Fund	ORIGINAL BUDGET	AMENDMENTS	AMENDED BUDGET	REVENUE RECEIVED	DIFFERENCE
PRIMARY GOVERNMENT FUND					
General Fund					\$ -
SPECIAL REVENUE FUNDS					
Prairie Dog Fund/American Recovery	\$ -	\$ 28,890.92	\$ 28,890.92	\$ 343,752.32	\$ 314,861.40
Infrastructure	\$ 230,000.00	\$ 134,047.15	\$ 364,047.15	\$ 357,272.63	\$ (6,774.52)
Mosquito Control	\$ 11,000.00	\$ 2,335.98	\$ 13,335.98	\$ 9,644.00	\$ (3,691.98)
SPECIAL ASSESSMENTS					
Sidewalk Project- 34	\$ 5,000.00	\$ 10,318.46	\$ 15,318.46	\$ 7,365.06	\$ (7,953.40)
RESERVES					
Street Repair	\$ 1,000.00	\$ 900.00	\$ 1,900.00	\$ 2,000.00	\$ (100.00)
Water Equipment	\$ 10,000.00	\$ 2,741.17	\$ 12,741.17	\$ -	\$ (12,741.17)
Water Improvements	\$ 12,000.00	\$ 90,640.75	\$ 102,640.75	\$ -	\$ (102,640.75)
Police Equipment	\$ 20,000.00	\$ 21,407.00	\$ 41,407.00	\$ -	\$ (41,407.00)
General - Bldg/ Equipment	\$ 7,000.00	\$ 43,247.90	\$ 50,247.90	\$ -	\$ (50,247.90)
Customer Insurance	\$ 2,500.00	\$ 1,815.50	\$ 4,315.50	\$ -	\$ (4,315.50)
OTHER FUNDS					
Highway Distribution Fund/Street Fund	\$ 210,000.00	\$ 7,506.71	\$ 217,506.71	\$ 284,427.18	\$ 66,920.47
Archery	\$ 7,000.00	\$ 21.27	\$ 7,021.27	\$ 6,857.00	\$ (164.27)
Library	\$ 96,000.00	\$ 52,530.78	\$ 148,530.78	\$ 140,595.75	\$ (7,935.03)
Economic Development	\$ 10,000.00	\$ 15,417.27	\$ 25,417.27	\$ 2,875.53	\$ (22,541.74)
Cent Park Project	\$ 3,000.00	\$ 71,516.30	\$ 74,516.30	\$ 43,295.06	\$ (31,221.24)
ChildCare	\$ 175,000.00	\$ 1,440.61	\$ 176,440.61	\$ 153,034.05	\$ (23,406.56)
Harvey Area Growth/JDA	\$ 140,000.00	\$ 74,637.75	\$ 214,637.75	\$ 32,349.25	\$ (182,288.50)
Water Fund	\$ 390,000.00		\$ -	\$ 371,078.76	\$ 371,078.76
Sewer Lift Station	\$ 12,000.00	\$ 4,579.77	\$ 16,579.77	\$ -	\$ (16,579.77)
Garbage	\$ 354,000.00	\$ 160,403.26	\$ 514,403.26	\$ 313,184.17	\$ (201,219.09)
Airport Fund	\$ 46,000.00	\$ 80,214.98	\$ 126,214.98	\$ 130,830.32	\$ 4,615.34
OTHER FUNDS Under Budget	\$ 2,269,000.00	\$ -	\$ 2,860,997.68	\$ 2,696,227.07	\$ (164,770.61)
TOTAL EXPENDITURES	\$ 4,010,500.00		\$ 4,610,837.16	\$ 4,551,035.83	

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

COMMITTEE REPORTS:

JDA MINUTES: JDA Minutes from the special December 14th, 2023, and regular December 19th, 2023, meetings were included in the packet.

AIRPORT AUTHORITY MINUTES: Airport Authority Minutes from the December 12th, 2023, meeting was in the packet for the Council to review.

PERSONNEL COMMITTEE MINUTES: Personnel Committee Minutes from the December 19th, 2023, meeting was in the packet for the Council to review.

FINANCE COMMITTEE MINUTES: Finance Committee Minutes from the January 8th, 2024, meeting was in the packet for the Council to review.

M by Baltrusch, MS by Susag to adjourn meeting. Upon VV, MC.

Rick Eckart, Mayor

Karen Nordby, Auditor