

CITY COUNCIL PROCEEDINGS  
PUBLISHED SUBJECT TO THE GOVERNING BODY'S REVIEW AND REVISION

A regular meeting of the Beach City Council was called to order by Mayor Jeanne Larson on January 4, 2021 at 7:00 p.m. Present when the meeting was called to order was City Council Nick Hegel, Tim Marman, Bev Wolff, Andy Zachmann, PWS Randy Dietz, City Auditor Kimberly Gaugler, Engineer Jasper Klein, guests Sarah Ross and Janie Rathbun.

The Pledge of Allegiance was recited.

Roll call was taken. Lynn Swanson-Puckett was absent.

The Oath of Office was conducted for newly appointed member Sarah Ross. Mayor and City Council welcomed Ross.

Mayor Larson called for any additions or corrections to the agenda. Gaugler request adding correspondence from US Census 2020 and correspondence from Attorney Bouray regarding request on the eradication of pigeons.

**Minutes**

Minutes of the meeting on December 21<sup>st</sup> were presented. Wolff moved to approve the minutes, second by Marman. Motion carried unanimously.

**Vouchers**

Vouchers were reviewed for payment. Wolff moved to approve the following vouchers, second by Hegel. Motion carried unanimously.

21582 AE2S \$30,469.29  
21583 Beach Park Board \$5,000.00  
21584 Bismarck Tribune \$32.00  
21585 Bobcat of Mandan \$1,250.00  
21586 BOSS Office Supply 23.96  
21587 CNH Industrial Capital Prod Plus 113.08  
21588 Golden Valley County \$420.00  
21589 Jill Schatz \$9.77  
21590 MDU \$6,722.36  
21591 Randall Dietz \$40.40  
21592 Rohan's Hardware \$298.25  
21593 TEAM Laboratory Chemical, LLC \$5,100.00  
21594 Verizon Wireless \$170.16  
21595 Beach Area Chamber of Commerce \$100.00  
21596 Beach Park Board \$2,838.17  
21597 Golden Valley County \$8,757.00  
21598 Jill Schatz \$45.00  
21599 Kimberly Gaugler \$6.95  
21600 Midstate Communications 370.78  
21601 ND Rural Water Systems Association \$130.00

21602 ND Rural Water Users Association \$100.00  
21603 Stockwell Cleaning \$275.00  
-88461-88458, 21559-21561, -88456-88446, 21575-21580 Wages for December \$27,636.91  
21562 City of Beach 349.75  
21563 Unum Life Insurance 49.95  
21564 Blue Cross Blue Shield 6536.00  
21565 Blue Cross Blue Shield 821.20  
21574 USPS 209.63  
21581 City of Beach 491.26  
-88457 First State Bank of Golv 2,598.42  
-88445 First State Bank of Golv 3,238.54

### **Public Works Report**

PWS Dietz reviewed his written report. Hegel moved to approve Dietz' recommendation to remove two loads of tires stockpiled at the landfill, second by Zachmann. Hegel-yes, Ross-yes, Wolff-yes, Zachmann-yes, Marman – no. Motion carried. Marman moved to purchase 20 additional sanitation carts, second by Wolff. Motion carried unanimously. City Council previously approved purchasing a hydraulic breaker using the 2020 General Fund Street Equipment Budget. Dietz reviewed three quotes for a hydraulic breaker. Wolff moved to approve the quote from West Plains Implement in the amount of \$7,922, second by Marman. Motion carried unanimously. Employee evaluations are being completed and will be available before the next meeting.

### **Auditor Report**

Gaugler reviewed her written report.

### **Engineers Report**

Engineer Jasper Klein reviewed his written report. All agency approvals for the 2021 Street and Utility Project have been received and a Notice of Award was issued to BEK Consulting, LLC. All USDA Rural Development requirements for the 2021 6<sup>th</sup> Street Water Main Improvement Project have been met. Zachmann moved to approve Advertising for Bids on the 2021 6<sup>th</sup> Street Water Main Improvement Project, second by Hegel. Motion carried unanimously.

### **Committee Report:**

None given

### **Unfinished Business:**

Application for Community Enhancement Funds submitted by Beach Park Board – Janie Rathbun, Parks & Recreation Manager, provided additional information on the request for \$5,000 from the Community Enhancement Fund. Other entities providing donations for the New Playground Equipment Project include City of Dickinson, American Legion, and the Golden Valley County Community Foundation. Marman moved to approve the request of \$5,000, second by Zachmann. Motion carried unanimously.

Request from Beach Cooperative Grain Elevator on eradication of pigeons -.  
Marman moved to notify Beach Cooperative Grain Company of our legal counsel's recommendation on their request for eradication of pigeons, second by Zachmann. Motion carried unanimously.

### **New Business**

Hegel moved to amend the Budget for Year Ending 2021 to include the 2021 DWSRF Water Improvement Project Fund and following line items, second by Zachmann. Motion carried unanimously.

Administrative Expenses \$5,000.00  
Engineering Basic Fees \$265,000.00  
Other Engineering Fees \$70,000.00  
Construction \$1,030,000.00  
Contingencies 205,000.00  
Total project budget \$1,575,000.00

Hegel moved to amend the Budget for Year Ending 2021 to include the 2021 USDA RD 6<sup>th</sup> Street Water Main Improvement Project and following line items, second by Zachmann. Motion carried unanimously.

Bond Counsel – \$2,750.00  
Construction – \$427,000.00  
Contingency – \$43,000.00  
Engineering – Design \$17,500.00  
Engineering – Bidding \$4,000.00  
Engineering – Construction \$10,000.00  
Engineering – RPR \$19,500.00  
Engineering – Post Construction \$2,500.00  
Total project Budget \$526,250

The following resolutions were presented and approved.

### **RESOLUTION 2021-1**

### **PUBLIC NOTICE OF REGULARLY SCHEDULED MEETING DATES TO BE HELD AT CITY HALL, BEACH, ND, AND THE HOUR BEGINNING OF MEETINGS**

WHEREAS, UNDER PROVISIONS OF CHAPTER 40-04.1-05. NDCC, AND CITY ORDINANCE 1.0201 THE CITY COUNCIL HAS DETERMINED DATES FOR REGULAR MEETINGS IN THE YEAR 2021,

AND WHEREAS, THE CITY COUNCIL SHALL OBSERVE DAYLIGHT SAVINGS TIME DURING THOSE MONTHS DAYLIGHT SAVINGS TIME IS OBSERVED AND MOUNTAIN TIME DURING THOSE MONTHS MOUNTAIN TIME IS OBSERVED,

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL MEETINGS SHALL BEGIN AT 7:00 P.M. ON THE FOLLOWING DATES AND MAY ADJOURN FROM TIME TO TIME IF NECESSARY:

JANUARY 4 & 19  
FEBRUARY 1 & 16  
MARCH 1 & 15  
APRIL 5 & 19  
MAY 3 & 17  
JUNE 7 & 21

JULY 6 & 19  
AUGUST 2 & 16  
SEPTEMBER 6 & 20  
OCTOBER 4 & 18  
NOVEMBER 1 & 15  
DECEMBER 6 & 20

HEGEL MOVED TO ADOPT RESOLUTION 2021-1, SECOND BY WOLFF. MOTION CARRIED UNANIMOUSLY.

### **RESOLUTION 2021-2**

#### **ESTABLISHMENT OF DAYS THAT CITY HALL IS CLOSED DUE TO HOLIDAYS**

WHEREAS, UNDER THE PROVISIONS OF CHAPTER 1-03-01 OF NDCC AND BY THE ACTIONS OF THE CITY COUNCIL TO DECLARE DAYS THAT CITY HALL WILL BE CLOSED,

NOW THEREFORE, BE IT RESOLVED THAT CITY HALL WILL BE CLOSED IN OBSERVANCE OF THE FOLLOWING:

JANUARY 1 - NEW YEARS DAY	SEPTEMBER 6 - LABOR DAY
JANUARY 18 - MARTIN LUTHER KING DAY	OCTOBER 11 - COLUMBUS DAY
FEBRUARY 15 - PRESIDENTS DAY	NOVEMBER 11 - VETERANS DAY
APRIL 2 - GOOD FRIDAY	NOVEMBER 25 - THANKSGIVING
MAY 31 - MEMORIAL DAY	NOVEMBER 26- IF COUNCIL APPROVES
JULY 5 - INDEPENDENCE DAY (observ.)	DECEMBER 24 – CHRISTMAS EVE <sup>12PM</sup>
DECEMBER 25 – CHRISTMAS DAY	

CITY HALL CLOSING WILL ALSO BE OBSERVED UPON ACTION OF THE PRESIDENT OF THE UNITED STATES AND THE GOVERNOR OF THE STATE OF NORTH DAKOTA.

HEGEL MOVED TO ADOPT RESOLUTION 2021-2, SECOND BY WOLFF. MOTION CARRIED UNANIMOUSLY.

### **RESOLUTION 2021-3**

#### **BUSINESS HOURS AT CITY HALL**

WHEREAS, THE CITY COUNCIL WILL DETERMINE THE HOURS CITY HALL WILL BE OPEN,

NOW THEREFORE, BE IT RESOLVED THAT CITY HALL WILL BE OPEN MONDAY THROUGH FRIDAY, 8:00 A.M. TO NOON AND 1:00 P.M. TO 5:00 P.M., WITH THE EXCEPTIONS OF HOLIDAYS.

HEGEL MOVED TO ADOPT RESOLUTION 2021-3, SECOND BY WOLFF. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2021-4**  
**REIMBURSEMENT FOR MILEAGE, MEALS AND LODGING**

WHEREAS, CITY EMPLOYEES MAY INCUR EXPENSES FOR MILEAGE, MEALS, AND LODGING IN THE PERFORMANCE OF CARRYING OUT THE DUTIES REQUIRED BY THE CITY,

AND WHEREAS, THE CITY AUDITOR, UPON BEING PRESENTED WITH DOCUMENTED EVIDENCE AND IS SATISFIED WITH AUDIT OF EXPENSES, MAY APPROVE PAYMENT BETWEEN REGULARLY SCHEDULED COUNCIL MEETING,

NOW THEREFORE, BE IT RESOLVED THAT THE CITY ALLOW REIMBURSEMENT FOR EXPENSES INCURRED ACCORDING TO CHAPTER 54-06-09 OF NDCC AS FOLLOWS:

PERSONAL VEHICLE, MILEAGE	.56 PER MILE
\$35.00 PER DIEM FOR BREAKFAST, LUNCH & DINNER	
LODGING	\$86.40
(ACTUAL LODGING NOT TO EXCEED \$96 PLUS ANY APPLICABLE TAXES)	

HEGEL MOVED TO ADOPT RESOLUTION 2021-4, SECOND BY WOLFF. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2021-5**  
**EXPEDITION OF BUSINESS**

WHEREAS, IT APPEARS THE BUSINESS OF THE CITY WILL BE EXPEDITED BY AUTHORIZING THE CITY AUDITOR TO PAY CERTAIN MISCELLANEOUS ITEMS, SUCH AS POSTAGE, FREIGHT, UTILITIES, REFUND ORDERS, REGULAR EMPLOYEE PAYROLL AND APPORTIONMENTS,

NOW THEREFORE, BE IT RESOLVED THAT THE CITY AUDITOR BE ALLOWED TO PAY SUCH CLAIMS.

HEGEL MOVED TO ADOPT RESOLUTION 2021-5, SECOND BY WOLFF. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2021-6  
LISTING OF DEPOSITORY BANKS**

WHEREAS, IT IS NECESSARY FOR THE CITY AUDITOR TO DEPOSIT MONIES FROM TIME TO TIME,

AND WHEREAS, IT IS NECESSARY FOR THE CITY AUDITOR TO DRAW UPON THE DEPOSITS,

NOW THEREFORE, BE IT RESOLVED THAT THE FOLLOWING BANKS BE NAMES FOR DEPOSITORY FUNDS;

FIRST STATE BANK OF GOLVA, GOLVA & BEACH, ND: CHECKING ACCOUNT

BANK OF THE WEST, BEACH, ND: TREASURY SAVINGS

WESTERN COOPERATIVE CREDIT UNION: SAVINGS ACCOUNT

HEGEL MOVED TO ADOPT RESOLUTION 2021-6, SECOND BY WOLFF. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2021-7  
PLEDGE OF SECURITIES**

WHEREAS, IT IS NECESSARY TO HAVE PLEDGE OF SECURITIES,

NOW THEREFORE, BE IT RESOLVED THE FOLLOWING PLEDGES BE ACCEPTED:

BANK OF THE WEST, BEACH, ND \$ 99,347.00 PLUS  
\$250,000.00 FDIC

FIRST STATE BANK OF GOLVA, GOLVA & BEACH, ND \$ 1,606,136.00 PLUS  
\$ 250,000.00 FDIC

HEGEL MOVED TO ADOPT RESOLUTION 2021-7, SECOND BY WOLFF. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2021-8  
CITY AUDITOR TO INVEST AND REINVEST FUNDS**

WHEREAS, CITY FUNDS MAY BE INVESTED IN CERTIFICATES OF DEPOSIT OR US TREASURY NOTES TO DRAW INTEREST,

AND WHEREAS, THESE FUNDS MATURE FROM TIME TO TIME,

NOW THEREFORE, BE IT RESOLVED THAT THE CITY AUDITOR BE AUTHORIZED

TO INVEST FUNDS AND REINVEST UPON MATURITY OF CERTIFICATES OF DEPOSITS. ALL CERTIFICATES OF DEPOSITS THAT ARE REDEEMED OR REINVESTED SHALL REQUIRE THE SIGNATURE OF BOTH THE CITY AUDITOR AND THE MAYOR.

HEGEL MOVED TO ADOPT RESOLUTION 2021-8, SECOND BY WOLFF. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2021-9**  
**SALARIES OF HIRED AND APPOINTED OFFICIALS**

WHEREAS, THE CITY COUNCIL SHALL SET FORTH SALARIES OF CITY OFFICIALS AND EMPLOYEES,

NOW THEREFORE, BE IT RESOLVED THAT THE FOLLOWING SALARIES HAS BEEN SET EITHER ON A YEARLY, MONTHLY OR HOURLY BASIS:

**MAYOR**

- Jeanne Larson \$ 5,400.00 YR

**CITY COUNCIL**

- Nick Hegel \$ 3,600.00 YR
- Tim Marman \$ 3,600.00 YR
- Lynn Swanson Puckett \$ 3,600.00 YR
- Sarah Ross \$ 3,600.00 YR
- Beverly Wolff \$ 3,600.00 YR
- Andy Zachmann \$ 3,600.00 YR

**ZONING BOARD**

- Al Begger \$ 1,200.00 YR
- Leann Allen \$ 1,200.00 YR
- Michelle Marman \$ 1,200.00 YR
- Tom Marman \$ 1,200.00 YR
- Tony Wanner \$ 1,200.00 YR

**PUBLIC WORKS SUPT.**

- Randy Dietz \$ 25.63/HR

**PUBLIC WORKS EMPLOYEES**

- Bart Bishop \$ 24.74/HR
- Tom Littlecreek \$ 20.50/HR

**SANITATION EMPLOYEE**

- Loren Martian \$ 20.00/HR

**CITY AUDITOR**

- Kimberly Gaugler \$ 57,980.00/YR

**DEPUTY AUDITOR**

- Jill Schatz \$ 16.91/HR

HEGEL MOVED TO ADOPT RESOLUTION 2021-9, SECOND BY WOLFF. MOTION CARRIED UNANIMOUSLY.

Correspondence was read from North Dakota League of Cities regarding membership.

Thank you correspondence was read from US Census 2020.

Sarah Ross provided information about herself and looks forward to being on the City Council.

No other business was brought forward. Wolff moved to adjourn, second by Marman. Meeting adjourned at 7:50 p.m.

ATTEST:

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Jeanne Larson, Mayor

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Kimberly Gaugler, City Auditor