

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 Walter Losinski on January 2, 2024 at 7:00 p.m. Present when the meeting was called to order was City Council Nick Hegel, Tom Marman, Lynn Swanson-Puckett (via telephone), Sarah Ross, Bev Wolff, Andy Zachmann, City Auditor Kimberly Gaugler, Administrative Assistant Lea Massado, and Engineer Zac Ranisate.

The Pledge of Allegiance was recited.

Roll call was taken. All members were present.

Mayor Losinski called for any additions or corrections to the agenda. Gaugler request removing Correspondence from NDIRF. Wolff moved to approve the agenda with the removal of item, second by Ross. Motion carried unanimously.

Minutes

Minutes of the meeting on December 18, 2023 were presented. Hegel moved to approve the minutes, second by Ross. Motion carried unanimously.

Vouchers

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

23842 Advance Engineering & Environmental Services 7,850.00

23843 BOSS Office Supplies 119.98

23844 Cooperative Legal Services PLLC 200.00

23845 Coral Creek Landfill 813.25

23846 G & G Garbage LLC 900.00

23847 Goldenwest Electric Cooperative Inc. 342.00

23848 GS Publishing LLC 708.44

23849 John Deere Financial 221.71

23850 Kimberly Gaugler 159.38

23851 MDU 6,866.71

23852 Prairie Lumber Company 2,018.63

23853 Quality Quick Print 526.20

23854 Rohan's Hardware 555.26

23855 Southwest Water Authority 10,882.98

23856 Southwestern District Health Unit 25.00

23857 Thomas Littlecreek 14.21

23858 Verizon Wireless 250.10

23859 West Plains Inc 562.78

23860 X Food's 21.57

23861 Beach Area Chamber of Commerce 100.00

23862 Beach Park Board 21,531.75

23863 Golden Valley County 9,434.00

23864 Jill Schatz 45.00

23865 Loren Martian 45.00
23866 ND League of Cities 1,323.00
23867 ND Water User Association 100.00
23868 Railroad Management Company 758.28
23869 Thomas Littlecreek 45.00

Engineer's Report

Engineer Zac Ranisate reviewed his written report. Ross moved to approve Resolution 2024-001, second by Wolff. Motion carried unanimously.

RESOLUTION NO. 2024-001 **A RESOLUTION CREATING CITY OF BEACH STREET IMPROVEMENT** **DISTRICT NO. 2024-03 OF THE CITY OF BEACH, NORTH DAKOTA.**

BE IT RESOLVED by the governing body of the City of Beach, North Dakota, as follows:

WHEREAS, a municipality is empowered under North Dakota law, NDCC Ch 40-22, to establish special assessment districts for the purpose of, among other things, improvements to the city streets and any part thereof; and

WHEREAS, the City of Beach desires to establish a special assessment district to provide for the improvement of the city street system in the area shown on the attached map, within the City of Beach;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEACH, as follows:

1. There is hereby created **City of Beach Street Improvement District No. 2024-03** for the purpose of making certain specified improvements to the municipal street system in the area referenced on the attached map.
2. The said **City of Beach Street Improvement District No. 2024-03** shall encompass all of the real property referenced on the attached map.
3. The City Engineer is hereby directed to prepare and submit to the City Council a report regarding the general nature, purpose, and feasibility of the proposed improvements.
4. The report shall contain (a) a separate statement of the estimated cost of the work for which proposals must be advertised under NDCC section 40-22-19, and (b) a separate statement of all other items of estimated cost not included under (a) which are anticipated to be included in the cost of the improvement to be specially assessed against benefited property under NDCC sections 40-23-05 and 40-23.1-04.
5. The plans and specifications and estimates shall be the property of the municipality and shall be filed in the office of the city auditor and shall remain on file in the city auditor's office subject to inspection by any interested person.

Dated this 2nd day of January, 2024.

Walter Losinski, Mayor,
City of Beach

ATTEST:

Kimberly Gaugler, City Auditor

Ross moved to approve Resolution 2024-002, second by Wolff. Motion carried unanimously.

RESOLUTION NO. 2024-002
A RESOLUTION CREATING CITY OF BEACH UTILITY IMPROVEMENT
DISTRICT NO. 2024-04 OF THE CITY OF BEACH, NORTH DAKOTA.

BE IT RESOLVED by the governing body of the City of Beach, North Dakota, as follows:

WHEREAS, a municipality is empowered under North Dakota law, NDCC Ch 40-22, to establish special assessment districts for the purpose of, among other things, improvements of the municipal water and sewer system and any part thereof; and

WHEREAS, the City of Beach desires to establish a special assessment district to provide for the improvement of the municipal utility system in the area shown on the attached map, within the City of Beach;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BEACH, as follows:

1. There is hereby created **City of Beach Utility Improvement District No. 2024-04** for the purpose of making certain specified improvements to the municipal utility system in the area referenced on the attached map.
2. The said **City of Beach Utility Improvement District No. 2024-04** shall encompass all of the real property referenced on the attached map.
3. The City Engineer is hereby directed to prepare and submit to the City Council a report regarding the general nature, purpose, and feasibility of the proposed improvements.

4. The report shall contain (a) a separate statement of the estimated cost of the work for which proposals must be advertised under NDCC section 40-22-19, and (b) a separate statement of all other items of estimated cost not included under (a) which are anticipated to be included in the cost of the improvement to be specially assessed against benefited property under NDCC sections 40-23-05 and 40-23.1-04.
5. The plans and specifications and estimates shall be the property of the municipality and shall be filed in the office of the city auditor and shall remain on file in the city auditor's office subject to inspection by any interested person.

Dated this 2nd day of January, 2024.

Walter Losinski, Mayor,
City of Beach

ATTEST:

Kimberly Gaugler, City Auditor

Marman expressed concerns in moving forward with the Preliminary Engineer Report as previously presented and approved. Marman moved to revise the Preliminary Engineer Report to only include water main replacement and street replacement along with three blocks of sewer main replacement on 3rd Street SW and 2nd Avenue SW, as well as adding two blocks of new water main on 1st Street SW from 1st Avenue SW to 3rd Avenue SW, second by Hegel. Ross shared concerns of removing the sewer main replacement from the project. Motion carried unanimously.

Auditor's Report

Gaugler reviewed her written report.

Committee Reports

No committee reports were given.

New Business

A petition to vacate an 18' alley in Block 8 of Woodhull's 2nd Addition was reviewed. Marman moved to proceed to Public Hearing on the request to vacate the 18' alley, second by Ross. Motion carried unanimously.

Correspondence was read from Coral Creek Landfill stating as of January 1st disposal fees for household garbage will increase from \$25/T to \$35/T.

RESOLUTION 2024-003

**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 2024,

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 2 & 16
FEBRUARY 5 & 20
MARCH 4 & 18
APRIL 1 & 15
MAY 6 & 20
JUNE 3 & 17

JULY 1 & 15
AUGUST 5 & 19
SEPTEMBER 3 & 16
OCTOBER 7 & 21
NOVEMBER 4 & 18
DECEMBER 2 & 16

ZACHMANN MOVED TO ADOPT RESOLUTION 2024-003, SECOND BY ROSS
MOTION CARRIED UNANIMOUSLY.

RESOLUTION 2024-004

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
JANUARY 15 - MARTIN LUTHER KING JR DAY
FEBRUARY 19 - PRESIDENTS DAY
MARCH 29 - GOOD FRIDAY
MAY 27 - MEMORIAL DAY
JUNE 19 – JUNETEENTH
JULY 4 - INDEPENDENCE DAY

SEPTEMBER 2 - LABOR DAY
OCTOBER 14 - COLUMBUS DAY
NOVEMBER 11 - VETERANS DAY
NOVEMBER 28 - THANKSGIVING
NOVEMBER 29- COUNCIL APPROVES
DECEMBER 24 – CHRISTMAS EVE-12PM
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.
ZACHMANN MOVED TO ADOPT RESOLUTION 2024-004, SECOND BY ROSS. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2024-005
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 4:00 P.M., WITH THE EXCEPTIONS OF HOLIDAYS. ZACHMANN MOVED TO ADOPT RESOLUTION 2024-005, SECOND BY ROSS. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2024-006
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: .67 PER MILE

PER DIEM FOR BREAKFAST, LUNCH & DINNER: \$59.00

LODGING: \$107.00 (ACTUAL LODGING NOT TO EXCEED \$96.30 PLUS ANY APPLICABLE TAXES)

ZACHMANN MOVED TO ADOPT RESOLUTION 2024-006, SECOND BY ROSS. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2024-007
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 APPORTIONMENT'S,

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

ZACHMANN MOVED TO ADOPT RESOLUTION 2024-007, SECOND BY ROSS. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2024-008
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 NAMED 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 |

ZACHMANN MOVED TO ADOPT RESOLUTION 2024-008, SECOND BY ROSS. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2024-009
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 | \$ 49,641.43 PLUS |
| | \$ 250,000.00 FDIC |
| FIRST STATE BANK OF GOLVA, GOLVA & BEACH, ND | \$ 1,907,634.00 PLUS |
| | \$ 250,000.00 FDIC |

ZACHMANN MOVED TO ADOPT RESOLUTION 2024-009, SECOND BY ROSS. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2024-010
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.

ZACHMANN MOVED TO ADOPT RESOLUTION 2024-010, SECOND BY ROSS. MOTION CARRIED UNANIMOUSLY.

**RESOLUTION 2024-011
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

- Walter Losinski \$ 5,400.00 YR

CITY COUNCIL

- Nick Hegel \$ 3,600.00 YR
- Tom 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

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

PUBLIC WORKS SUPT.

- Randy Dietz \$ 30.05/HR

PUBLIC WORKS EMPLOYEES

- Bart Bishop \$ 29.01/HR
- Tom Littlecreek \$ 24.04/HR

SANITATION EMPLOYEE

- Loren Martian \$ 23.46/HR

CITY AUDITOR

- Kimberly Gaugler \$ 67,997.08/YR

DEPUTY AUDITOR

- Jill Schatz \$ 19.82/HR

ADMINISTRATIVE ASSISTANT

- Lea Massado \$ 15.71/HR

ZACHMANN MOVED TO ADOPT RESOLUTION 2024-011, SECOND BY ROSS. MOTION CARRIED UNANIMOUSLY.

Correspondence was read from independent auditors Schmitz-Holstrom, LLP stating they will be merging with Point CPA as of January 1st.

No other business was brought forward. Wolff moved to adjourn, second by Zachmann. Meeting adjourned at 8:05 p.m.

ATTEST:

Walter Losinski, Mayor

Kimberly Gaugler, City Auditor