Humboldt City Board Minutes

The Humboldt City Board met in regular session on Monday, February 13, 2012. The meeting was called to order by Chairman Ritchy Griepp at 7:00 p.m. Members present were Theresa Muth, Dawn Hahn and Matt Sieverding. Allen Schmeichel was absent. Daryl Sieverding was also present.

The minutes of the January 23rd, 2012 meeting were reviewed. A motion was made by Griepp and seconded by Hahn to approve the minutes. Roll call was held. The motion carried with all present voting yes.

A motion was made by Hahn and seconded by Muth to add the 6th Ave Street project to the agenda. Roll call was held. The motion carried with all present voting yes.

The final plans for the 6th Avenue Street Project were received from the engineer. Time lines for advertising for bids and opening of bids for the project were suggested by the engineer. Due to the date, the time frame suggested would not work. The time frame for advertising and opening of bids was set by the City Board. A motion was made by Muth and seconded by Hahn to let for bids on the 6th Avenue Street project with the bid opening to be on March 12, 2012 at the regular City Board Meeting. Roll call was held. The motion carried with all present voting yes.

Membership to MCEDA, the Annual District 3 meeting, the scheduling of a Humboldt Economic Development meeting, the City Signs and the Finance Office lease were all discussed.

The Interactive building was discussed. The City Attorney and the Fire Marshall are working together to get an inspection scheduled along with the Electrical Inspector. All letters sent to the owner Terry Cameron in Arizona have all been returned undeliverable.

The surplus Autofry was discussed. The bids from the last advertisement for the sale of the Autofry ended with the rejection of all bids. The board now had the option to reappraise the property or negotiate the sale at 90% of the original appraisal.   
The board chose to reappraise the property. The appraisal was conducted and the Autofry will put on Craig’s List to see what it will bring.

Complaint letters regarding the maintenance of two properties were submitted for review. Letters regarding the nuisances had previously been sent to both parties, however the board indicated that follow up letters should be sent as soon as possible and if the nuisance is not resolved the City will pursue other means to resolve the issue.

The Subdivision Ordinance O-01-23-2012-02 was submitted for the second reading. A motion was made by Griepp and seconded by Muth to approve the second reading of the Subdivision Ordinance. Roll call was held. The motion carried with all present voting yes. (E-mail attached)

The Supplemental Budget Ordinance O-01-23-2012-01 was submitted for the second reading. A motion was made by Griepp and seconded by Hahn to approve the second reading of the Supplemental Budget Ordinance. Roll call was held. The motion carried with all present voting yes. (E-mail attached)

The Utility Manager will officially be retiring on March 30th, 2012. A retirement Open House is being planned at the Humboldt Community Center from 2:00 to 6:00 pm on March 30th, 2012. Everyone is welcome to attend.

The Finance Officer will be attending a PUC Seminar in Bismarck ND, on April 3rd and 4th for Pipeline Safety Training. The 2011 PUC audit items outstanding are being resolved and the 2012 spring PUC audit check list has been provided and the required documentation for the audit will be available for the inspectors.

Due the resignation of Tim Vilhauer from the Natural Gas Board, a new member needs to be appointed. The Natural Gas Board made the recommendation to appoint TJ Kaffar. The finance officer spoke to TJ Kaffar and he agreed to be on the board. A motion was made by Griepp and seconded by Muth to appoint TJ Kaffar to the Natural Gas Board. Roll call was held. The motion carried with all present voting yes.

The 2009 International Building Code, International Residential Code and Amendments were submitted for the first reading. The Planning and Zoning board recommended that the 2009 Codes and Amendments be adopted. After discussion a motion was made by Sieverding and seconded by Griepp to table the 2009 Code for further review. Roll call was held. The motion carried with all present voting yes.

The bills, financials and payroll were submitted for approval. After discussion a motion was made by Griepp and seconded by Sieverding to approve the bills, financials and payroll. Roll Call was held. The motion carried with all present voting yes.

With no further business, a motion was made by Griepp and seconded by Hahn to adjourn the meeting at 8:10 p.m. The motion carried.

ATTEST: KRISTIE ELLIS

FINANCE OFFICER