

City of Forman, North Dakota  
Regular City Council Meeting  
**June 6, 2011**

The Forman City Council met at 5:00 PM. Present were: Mayor Mark Bopp, council members Mary Bishoff, Dave Jacobson and Jason Rockswold. Absent was Sue Kleingarn. Also attending were Mary Ann Gadberry and Trish Pearson.

Motion was made to approve the minutes from the May 9<sup>th</sup> meeting. (Jason Rockswold, Dave Jacobson, passed)

Motion was made to approve the May financial statements. (Dave Jacobson, Mary Bishoff, passed).

Council reviewed the delinquency report. Six notice of disconnect letters were sent out. One resident just moved and final billing will be sent to their new address.

We have reached our goal of 30 residents that have signed up for automatic payments. Council signed the agreement with the bank to do wire transfer payments. The cost to the city will not be passed along to the residents who signed up.

We have new contracts with the ND Dept of Health for water sample testing 2011-2012 and with the ND office of taxation to collect sales taxes on our behalf for 2011– 2013.

Health insurance rates will increase July 1<sup>st</sup> but the city is participating in the Wellness Program which makes it eligible for a 1% discount on rates. ND PERS changed carriers for life insurance. Basic insurance is being increased from \$1,300 to \$3,500 for the same cost to the city. Rates to the employee are decreasing.

Motion was made to approve the bills. (Dave Jacobson, Jason Rockswold, passed).

Council discussed the preliminary employee handbook. It is a good start and some suggestions were proposed. They will review it further and bring it back at the next meeting.

The senior center is up and running. Insurance coverage is in place. Lyle Bopp is still working on the lease.

FCDC is still looking at bids and options for the spec building and for sewer.

The old community sign was destroyed by wind. We will be getting an updated bid this week to proceed with a new sign located between city hall and the library.

Council is requesting that Sue Kleingarn check with contractors for estimates on repairing the roof and damage at the library.

The bid winner for the old garbage truck has not paid or picked up the truck yet.

Roger Fenstad and Matthew Waslvik from Moore Engineering stopped in to let us know that the Hazard Mitigation Grant we applied for is in the review process and a decision probably won't be made for a couple of months.

We are in the final stages of cleanup from the flood. We will be working with FEMA to complete the required paperwork in order to get reimbursement for expenses.

A motion was made to appoint Jason Rockswold as a representative to the county redistricting board meeting on June 14<sup>th</sup>. (Dave Jacobson, Mary Bishoff, passed).

A motion was made to certify to the county auditor the unpaid and future paving fees for customer account 1212 so those fees will go on their property taxes until paid in full. (Jason Rockswold, Mary Bishoff, passed).

Motion was made to approve raffle permits for WRSCD and the Fair Board. (Dave Jacobson, Jason Rockswold, passed).

Motion was made to approve the off-site liquor license for the Fair Board through the Little Gold Mine. (Jason Rockswold, Dave Jacobson, passed).

Motion was made to approve the building permit for a new scale for Full Circle Ag. (Dave Jacobson, Mary Bishoff, passed).

Motion was made to approve the building permit to expand their current garage for Dan and Chris O'Brian. (Mary Bishoff, Dave Jacobson, passed)

Motion was made to set the bond for the auditor as provided through the ND State Insurance Fund. (Dave Jacobson, Mary Bishoff, passed).

Council discussed the problem with vacant/foreclosed properties beyond repair. The city owns one property. We will check into the cost of demolition. We will also check with legal counsel on the ability to demolish vacant properties and assess the costs to the owner of record if it should become necessary.

There was general discussion on mowing city property. We may need to hire a temporary or seasonal employee to assist.

Mark Bopp proposed a merit increase for Trish Pearson for the work she has done in the last six months. A motion was made to grant a \$1/hour increase in pay effective July 1<sup>st</sup> and that her salary shall be reviewed again at the end of the year when we do our usual review process. (Jason Rockswold, Dave Jacobson, passed).

The next council meeting will be July 11, 2011 at 5:00PM.  
Meeting adjourned at 7:05PM.

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Mark Bopp, Mayor

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Trish Pearson, City Auditor