

City of Buxton
Meeting Minutes
March 11, 2020 @ 7:00 PM
Buxton Fire Hall

Present: Mayor Gene Rosholt, Travis Hegg, Keaton Flanagan, Travis Soderberg, Jeff Siewert, Mike Bibow, Abby Ritz, Ben Hershey

Recording: Jackie Siewert, Auditor

Meeting called to order by Mayor Gene Rosholt

Meeting minutes from the February 12, 2020 meeting were read. Motion to approve the minutes was made by Keaton Flanagan; seconded by Jeff Siewert; motion passed unanimous.

The following bills were presented for payment:

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| Direct | Visa | \$307.98 |
| Direct | Waste Management | \$3655.03 |
| Direct | Xcel Energy | \$839.87 |
| 12286 | Central Valley Post Prom | \$200.00 |
| 12287 | East Central Regional Water District | \$199.62 |
| 12288 | Midco | \$36.47 |
| 12289 | Office of the State Auditor | \$140.00 |
| 12290 | Thomas Moe | \$150.00 |
| 12291 | Office of the State Auditor | \$120.00 |
| 12292 | Office of the State Auditor | \$120.00 |
| 12293 | Office of the State Auditor | \$240.00 |
| 12294 | Office of the State Auditor | \$240.00 |
| 12295 | Jaqueline Siewert | \$1385.25 |
| 12296 | Anderson Excavating | \$802.50 |

Travis Hegg motioned to approve the bills, Jeff Siewert seconded the motion; motion passed unanimous.

Mike Bibow updated the council on the regulatory progress of the planned projects. The projects will be put out for bid as two separate projects since each project is has separate funding. The drainage project will be completed first. The two contractors will work closely with each other. Also, upon start of the projects a permit for the right of way access and a construction permit will need to be obtained through the Traill County Road Superintendent.

Abby Ritz presented the council with a project schedule for the upcoming five weeks. Abby also stated that the assessment should begin meeting late March or early April. The council will guide the assessment committee on how or what method will be used; frontage foot basis, acreage basis or per household.

Member Keaton Flanagan introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR
CITY OF BUXTON, NORTH DAKOTA, STREET IMPROVEMENT DISTRICT #2019-1 AND STORM SEWER
IMPROVEMENT DISTRICT #2019-01**

BE IT RESOLVED by the City Council of the City of Buxton, North Dakota, that the plans and specifications and estimates of cost for City of Buxton, North Dakota, STREET IMPROVEMENT DISTRICT #2019-1 AND STORM SEWER IMPROVEMENT DISTRICT #2019-01 of the City of Buxton heretofore prepared by the Engineer for the City, be and the same hereby are approved, ratified and confirmed as the plans and specifications and estimates of cost in accordance with which said improvements shall be constructed and the City Auditor shall file the same in his office open to public inspection.

Date Adopted: March 11, 2020

Introduced by: Keaton Flanagan

Seconded by: Jeff Siewert

Members Present: Keaton Flanagan, Jeff Siewert, Travis Hegg, Travis Soderberg

For: Keaton Flanagan, Travis Hegg, Travis Soderberg, Jeff Siewert

Against: None

Absent: None

Member Jeff Siewert introduced the following resolution and moved its adoption:

**RESOLUTION DIRECTING AUDITOR TO ADVERTISE FOR BIDS
CITY OF BUXTON, NORTH DAKOTA, STREET IMPROVEMENT DISTRICT #2019-1 AND STORM SEWER
IMPROVEMENT DISTRICT 2019-01**

WHEREAS, this Council has heretofore created **CITY OF BUXTON, NORTH DAKOTA, STREET IMPROVEMENT DISTRICT #2019-01** and **STORM SEWER IMPROVEMENT DISTRICT 2019-01** of the City of Buxton; and

WHEREAS, plans and specifications and estimates of costs for said **CITY OF BUXTON, NORTH DAKOTA, STREET IMPROVEMENT DISTRICT #2019-01 1** and **STORM SEWER IMPROVEMENT DISTRICT 2019-01** have heretofore been directed to be prepared by the Engineer for the City of Buxton; and

WHEREAS, said plans, specifications and estimates of cost have been prepared and have been approved by the City Council of the City of Buxton; and

WHEREAS, it is necessary to advertise for bids for the work in said districts

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Buxton, Traill County, North Dakota, that the City Auditor be, and he is hereby authorized and directed to cause notice of Advertisement For Bids for the construction of the work heretofore directed to be made in **CITY OF BUXTON, NORTH DAKOTA, STREET IMPROVEMENT DISTRICT #2019-1** and **STORM SEWER IMPROVEMENT DISTRICT 2019-01** to be published once each week for two consecutive weeks in the official newspaper of the City, and that the City Council meet at the City Hall in the City of Buxton on the 8th day of April at 7:00PM, for the purpose of opening sealed bids received prior to the time of such meeting in accordance with such published advertisement for bids for the purpose of taking such other and further action with reference thereto as shall then be deemed necessary and expedient. Such advertisements shall be published in form as provided in Section 48-01.2-05 of the North Dakota Century Code as amended.

Date Adopted: March 11, 2020

Introduced by: Jeff Siewert

Seconded by: Travis Hegg

Members Present: Travis Hegg, Travis Soderberg, Jeff Siewert, Keaton Flanagan

For: Travis Hegg, Travis Soderberg, Jeff Siewert, Keaton Flanagan

Against: None

Absent: None

Travis Soderberg made a motion to change the scheduled April 8th meeting to April 15th to start at 7:00pm to be followed by the tax equalization meeting at 8:30pm; Keaton Flanagan seconded the motion; motion passed unanimous.

Ben Hershey informed the council that an all school reunion is scheduled for the last weekend of July and that the events will be combined with the BIG event.

Ditch digging will begin this week. Mayor Gene Rosholt will contact Tom Anderson.

Mayor Gene Rosholt will look into the availability of roll-offs for spring clean-up in May.

Aaron Rosten with GF Abstract replied to city's request for a physical survey to be completed prior to signing an encroachment agreement. He stated that at this time it wasn't necessary for either to be done.

Travis Hegg made a motion to renew the gaming license at the Triple VVV and the Barn & Grill; Keaton Flanagan seconded the motion; motion passed unanimous.

Travis Hegg advised the council that he will be done after April.

Jeff Siewert made a motion to reimburse Travis Soderberg for his public health and ground core re-certification class and mileage; Travis Hegg seconded the motion; motion passed unanimous.

Jeff Siewert made a motion to adjourn; Travis Hegg seconded the motion; motion passed unanimous.

City Auditor

Council Member

Mayor