

**City of Buxton  
Meeting Minutes**

September 11, 2019 @ 8:00 PM  
Buxton Fire Hall

**Present:** Mayor Gene Rosholt, Jeff Siewert, Travis Hegg, Keaton Flanagan, Travis Soderberg, Abby Ritz. Cassie Tostenson

**Recording:** Jackie Siewert, Auditor

Meeting called to order by Mayor Gene Rosholt

Meeting minutes from the August 14, 2019 meeting were read. Motion to approve the minutes was made by Jeff Siewert; seconded by Keaton Flanagan; motion passed unanimous.

The following bills were presented for payment:

Direct	Waste Management	\$3594.55
Direct	Xcel Energy	\$882.71
12207	Buxton Rural Fire Protect District	\$600.00
12208	East Central Regional Water District	\$238.10
12209	Farmers Union Oil	\$134.54
12210	Midco	\$36.81
12211	ND Insurance Reserve Fund	\$10.78
12212	Thomas Moe	\$150.00
12213	Traill County Tribune	\$57.60
12214	Traill County Auditor	\$250.00
12215	Valley Plains Equipment	\$92.18
12216	Xcel Energy	\$18.10
12217	VOID	\$0.00
12218	VOID	\$0.00
12219	VOID	\$0.00
12220	Jaqueline Siewert	\$1108.20
12221	AE2S	\$960.00

Keaton Flanagan motioned to approve the bills, Jeff Siewert seconded the motion; motion passed unanimous.

Abby Ritz with AE2S updated the council on funding and potential assessment methods. Bank of North Dakota has selected us for funding. No annual financial reports have been submitted to the state since 2013. Those will need to be completed to move forward with finding and underwriting. The Clean Water State Revolving Fund questionnaire has been completed and signed.

Abby with AE2S also presented the council with proposed street improvement and storm sewer improvement districts. After review and discussion of the street improvement and storm water improvement districts and intention of moving forward with the projects, the following resolutions were introduced and adopted.

**RESOLUTION OF GOVERNING BODY OF APPLICANT**

**RESOLUTION NO. \_\_\_\_**

Resolution authorizing filing of application with the North Dakota Department of Environmental Quality for a Loan under the Safe Drinking Water Act Amendments.

WHEREAS, under the terms of the Clean Water Act, the United States of America has authorized the making of loans to authorized applicants to aid in the construction of specific public projects:

Now, Therefore, BE IT RESOLVED the Buxton City Council:

1. That Jackie Siewert, City Auditor, be and is hereby authorized to execute and file an application on behalf of the Buxton City Council with the North Dakota Department of Environmental Quality for a loan to aid in the construction of:

The City-wide Improvements Project;

2. That Jackie Siewert, City Auditor, be and is hereby authorized and directed to furnish such information as the North Dakota Department of Environmental Quality may reasonably request in connection with the application which is herein authorized to be filed, to sign all necessary documents, and, on behalf of the city, to accept loan offer and receive payment of loan funds.

#### CERTIFICATE OF RECORDING OFFICER

The undersigned duly qualified and acting auditor of the City of Buxton does hereby certify:

That the attached resolution is a true and correct copy of the resolution, authorizing the filling of application with the North Dakota Department Environmental Quality, as regularly adopted at a legally convened meeting of the Buxton City Council, duly held on the 11<sup>th</sup> day of September, 2019; and further that such resolution has been fully recorded in the journal of proceedings and records in my office

Member Travis Soderberg introduced the following resolution and moved its adoption:

#### RESOLUTION CREATING CITY OF BUXTON, NORTH DAKOTA STREET IMPROVEMENT DISTRICT #2019-1

WHEREAS, Jaroslav Solc, a Registered Professional Engineer, is the Engineer for the project, and the City Council has consulted with him relating to the establishment, size and form and other matters with regard to Street Improvement District 2019-01 of the City of Buxton and

WHEREAS, it is deemed necessary to establish a street replacement district within the said City of Buxton;

NOW THEREFORE, be it resolved as follows:

That there is hereby created City of Buxton North Dakota Street Improvement District #2019-1 of the City of Buxton North Dakota, the boundaries of which shall be as follows:

**SEE ATTACHED.**

APPROVED this 11th day of September 2019

The motion for the adoption of the foregoing resolution was duly seconded by Member Travis Hegg. On roll call vote the following members voted aye: Jeff Siewert, Keaton Flanagan, Travis Hegg, Travis Soderberg. The following members voted nay: None. The following members were absent and not voting: None. The majority having voted aye, the motion carried and the resolution was duly adopted.

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

#### RESOLUTION CREATING CITY OF BUXTON, NORTH DAKOTA STORM SEWER IMPROVEMENT DISTRICT #2019-1

WHEREAS, Jaroslav Solc, a Registered Professional Engineer, is the Engineer for the project, and the City Council has consulted with him relating to the establishment, size and form and other matters with regard to Storm Sewer Improvement District 2019-01 of the City of Buxton and

WHEREAS, it is deemed necessary to establish a storm sewer improvement district within the said City of Buxton;

NOW THEREFORE, be it resolved as follows:

That there is hereby created City of Buxton North Dakota Storm Sewer Improvement District #2019-1 of the City of Buxton North Dakota, the boundaries of which shall be as follows:

**SEE ATTACHED.**

APPROVED this 11th day of September 2019

The motion for the adoption of the foregoing resolution was duly seconded by Member Keaton Flanagan. On roll call vote the following members voted aye: Jeff Siewert, Keaton Flanagan, Travis Hegg, Travis Soderberg. The following members voted nay: None. The following members were absent and not voting: None. The majority having voted aye, the motion carried and the resolution was duly adopted.

**RESOLUTION AUTHORIZING EXECUTION OF  
ENGINEERING AND LEGAL SERVICE AGREEMENTS FOR  
CITY OF BUXTON, NORTH DAKOTA, STREET IMPROVEMENT DISTRICT #2019-1 AND STORM SEWER IMPROVEMENT  
DISTRICT 2019-01**

**WHEREAS**, City of Buxton, Traill County, North Dakota, intends to repair, replace, and improve its Streets and Storm Sewers:

**NOW THEREFORE**, in order to engage an engineering firm to develop necessary plans, specifications, and related work; and legal counsel to provide necessary legal work;

**BE IT RESOLVED**, by the City Council of City of Buxton that the Mayor be authorized to sign and the City Auditor be authorized to attest to and affix the seal to an agreement for engineering service and a legal service agreement.

The motion for adoption of the foregoing resolution was introduced by Travis Hegg and was duly seconded by Jeff Siewert, and upon vote being taken thereon, the following council members voted in favor thereof; Travis Soderberg, Keaton Flanagan, Jeff Siewert, Travis Soderberg; and the following council members voted against the same: none, whereupon, the resolution was declared duly passed and adopted, and was signed by the Mayor and attested by the City Auditor.

Dated this 11<sup>th</sup> day of September 2019

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

**RESOLUTION DIRECTING ENGINEER TO PREPARE REPORT**

**BE IT RESOLVED** by the City Council of the City of Buxton, deeming it necessary to make certain improvements consisting of street replacement and storm sewer improvements and all other appurtenances, contrivances and structures used or useful in connection with the above specified improvements, be constructed and made in Street Improvement District #2019-1 and Storm Sewer Improvement District 2019-1 of the City of Buxton, the City hereby authorizes Advanced Engineering and Environmental Services, Inc (AE2S), the Engineer for

the project and being a competent engineers, to prepare a report as to the general nature, purpose and feasibility of the proposed improvement and an estimate of the probable cost of the work.

APPROVED this 11<sup>th</sup> of September 2019

The motion for the adoption of the foregoing resolution was duly seconded by Member Travis Soderberg. On roll call vote the following members voted aye: Jeff Siewert, Travis Hegg, Travis Soderberg, Keaton Flanagan. The following members voted nay: none. The following members were absent and not voting: none. The majority having voted aye, the motion carried and the resolution was duly adopted.

Travis Soderberg made a motion to grant Mayor Gene Rosholt permission to speak to residents in regards to the assessment committee that will need to be created; Travis Hegg seconded the motion; motion passed unanimous.

A motion was made by Travis Soderberg to increase the auditor's monthly salary by \$300 per month; Keaton Flanagan seconded the motion; motion passed unanimous.

There have been many complaints of residents with overly grown grass and weeds. There has been an earlier than normal increased mouse population this year and overgrown grass will make a good habitat for mice. Any resident that fails to keep lawns and weeds in compliance with city ordinances will be responsible for any costs incurred if a third party is brought in to mow and destroy any noxious weeds.

Travis Soderberg made a motion to hold a public meeting October 23, 2019 @ 8:00pm at the Buxton Fire Hall to introduce the citywide drainage plan and street improvement project; Jeff Siewert seconded the motion; motion passed unanimous.

Travis Hegg made a motion to adjourn; Keaton Flanagan seconded the motion; motion passed unanimous.

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City Auditor

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Council Member

\_\_\_\_\_  
Mayor