

City of Buxton
Meeting Minutes

December 8, 2021 @ 7:00 PM
Buxton Fire Hall

Present: Travis Soderberg, Holly Aamold, Ben Hershey, Keaton Flanagan, Jeff Siewert, Mike Bibow and Cole Short

Recording: Jackie Siewert, Auditor

Meeting called to order by Mayor Travis Soderberg

Meeting minutes from the November 10, 2021 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:

Direct	Waste Management	\$3844.36
Direct	Xcel Energy	\$622.51
12585	A2Z Road Blading	\$190.00
12586	AE2S	\$1960.00
12587	East Central Regional Water Dist	\$193.61
12588	Florian & Sons	\$31581.07
12589	Greenwork's Landscaping & Fencing	\$4282.50
12590	Hillsboro Banner	\$55.84
12591	Midco	\$37.80
12592	Nillson Brand Law	\$547.50
12593	Thomas Moe	\$150.00
12594	US Post Office	\$62.00
12595	Jaqueline Siewert	\$1385.25
12596	Anderson Excavating	\$4150.00

Holly Aamold motioned to approve the bills, Keaton Flanagan seconded the motion; motion passed unanimous.

Jackie Siewert, city auditor, presented the council with the December year to date budget comparison and also a 2021 annual financial report draft. The council reviewed and discussed the budgets items that are over budget. Jackie Siewert, told the council that she had a discussion with Glenda Haugen, Traill County Auditor, for clarification of budget items over budget versus negative funds. Negative budget items are fine as long as the overall funding is positive, although, the negative budget items will need to be reviewed and taken into consideration in the next year's budget planning. The 2021 Special Revenue funds is a negative \$5899.40 due to snow removal. Ben Hershey questioned the set-up of the state's annual financial report special revenue funds line items for expenses. Jackie Siewert will reach out to the office of the State Auditor for clarification. Ben Hershey made a motion to transfer \$5899.40 from the General funds to the Special Revenue funds; Holly Aamold seconded the motion; motion passed unanimous.

Mike Bibow, AE2S, reviewed both projects and the final construction costs and engineering. CWSRF approved the final payment of the drainage project. Jackie Siewert, city auditor, stated that the funds have been received and final payments to Florian & Son's and AE2S have been made. Jackie Siewert asked Mike Bibow about the newly passed Infrastructure Investment & Jobs Act (IIJA) and if the city could benefit with it in any way with either of the previous projects that have been completed. Mike stated that he will look into it and get back to us.

Mayor Travis Soderberg commended Fire Chief Jeremy Billings and Ben Hershey for their actions in helping several stranded motorists Sunday, December 4th. Mayor Soderberg also expressed his thankfulness to all of the other residents that opened their homes, donated blankets and air mattresses for the stranded travellers. Mayor Soderberg asked Ben Hershey if there is anything else the city can do to help if we have another incident like this. Ben Hershey said that it will be discussed at their next fireman's meeting as well looking into funding from FEMA for emergency supplies. Jackie Siewert suggested that perhaps a volunteer emergency call list be made of residents that would be willing to donate or open their homes during a storm.

Jackie Siewert advised the council that application for the ARPA funds has been submitted to the State Budget Office and approved. Funds could be received as early as December 10, 2021. Jackie Siewert is now currently working on registering the City of Buxton with Sam.gov. Jackie Siewert also asked the council for approval to open a savings account for the ARPA funds. Ben Hershey made a motion to open a savings account for the city's ARPA funds once received; Jeff Siewert seconded the motion; motion passed unanimous.

Mayor Travis Soderberg advised the council that the open burn permit for the city tree pile has been received. The permit is valid for the next 60 days. The weather will be monitored for the best burning conditions.

Mayor Travis Soderberg stated that the tree pile area has been fairly clean. With the recent snow fall there shouldn't be much traffic out there until spring although the area will still be monitored.

Mayor Travis Soderberg presented the council with a letter that was mailed to another resident in regards to an unkempt property. Mayor Soderberg also spoke with resident. The resident was in acknowledgment of the current conditions and apologized for it. The area will be cleaned up.

Mayor Travis Soderberg said the new lagoon gate has been installed by Greenwork's Landscaping & Fencing, although, the barbwire was not. Mayor Soderberg stated that he will purchase the barbwire and install it himself.

Jackie Siewert, city auditor, stated that the invoices for the 2022 beer and liquor licenses have been mailed out.

Jackie Siewert advised the council that a bid for sand/salt was received via email. Ben Hershey strongly encouraged the city to consider not using any sand/salt with the new drainage system installed for fear of plugging it up. The last record of any sand/salt used was back in 2019. The city has always utilized the Traill County Highway department for sand/salt but will keep this bid on file for alternate source if needed.

Jackie Siewert, city auditor, updated the council on the City's Facebook 12 Days of Mystery Christmas Pics. The first picture will be posted December 11, 2021. There will be donated presents from local businesses and individuals for the top three individuals with the most correct answers.

Mayor Travis Soderberg confirmed that the next meeting will be held January 12, 2022.

Holly Aamold made a motion to adjourn; Jeff Siewert seconded the motion; motion passed unanimous.

City Auditor

Council Member

Mayor