

**City of Buxton
Meeting Minutes**

January 12, 2022 @ 7:00 PM
Buxton Fire Hall

Present: Travis Soderberg, Holly Aamold, Keaton Flanagan, Jeff Siewert, and Cole Short

Recording: Jackie Siewert, Auditor

Meeting called to order by Mayor Travis Soderberg

Meeting minutes from the December 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	US Treasury	\$1570.24
Direct	Waste Management	\$3844.36
Direct	Xcel Energy	\$1017.17
12597	AE2S	\$405.00
12598	East Central Regional Water Dist	\$190.82
12599	Farmers Union Oil	\$7.34
12600	Jim Kirkeby	\$305.00
12601	Midco	\$37.80
12602	Nillson Brand Law	\$885.00
12603	Thomas Moe	\$150.00
12604	Traill County Treasurer	\$3155.55
12605	Traill County Tribune	\$655.25
12606	Traill County Auditor	\$750.00
12607	Xcel Energy	\$16.10
12608	Anderson Excavating	\$7315.00
12609	Ben Hershey	\$152.38
12610	Holly Aamold	\$152.38
12611	Jaqueline Siewert	\$1385.25
12612	Jeff Siewert	\$152.38
12613	Keaton Flanagan	\$152.38
12614	Travis Soderberg	\$692.62
12615	VOID	VOID
12616	VOID	VOID
12617	VOID	VOID
12618	VOID	VOID

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

Mayor Travis Soderberg told the council that over the holidays he received a few calls in regards to snow removal. There was a residence on Broadway that was not cleaned up to their mailbox. Travis talked to Thomas Anderson and asked that snow removal be done as close as possible to the mail boxes avoiding any damage and any remaining snow will be the resident's responsibility. Travis also asked Thomas to use caution when piling snow by any street signs. Travis said that there is a street sign tipped by the Immanuel Lutheran Church. Jim Kirkeby was also given the go ahead to continue cleaning the city sidewalks as needed. Jackie Siewert, city auditor, added a reminder in the quarterly Buxton Beat that there is no parking on the streets especially during snow removal. The city council encourages any residents with any snow removal issue to please contact them.

Jackie Siewert, city auditor, advised the council that \$25,121.35, half of the ARPA funds, has been received and transferred to the savings account recently set up specifically for the funds. Jackie also stated that the City of Buxton's application to Sam.gov was approved. Council member Keaton Flanagan asked if there had been any updated information on approved items that would be qualified to be used with the ARPA funds. Mayor Soderberg said that he has not heard of any although he has asked Ben Hershey to get an updated emergency siren quote in the event that would be a qualifying item. Mayor Soderberg is also going to get a few quotes for electronic signs.

The Buxton Daycare gaming permit was presented to the council for renewal. Jeff Siewert made a motion to renew the Buxton Daycare gaming permit for the Triple VVV and the Barn N Grill; Holly Aamold seconded the motion; motion passed unanimous.

Mayor Travis Soderberg told the council that an unofficial city court hearing was held December 15th with Judge Thomas Moe, Cassie Tostenson and the property owner of 304 Ives Street. Mayor Travis Soderberg and Jackie Siewert were also in attendance. Judge Tomas Moe discussed in great detail of what the next steps will be if property is not cleaned up including payment of suspended fine and issuing new charges and fines. Mayor Travis Soderberg emailed Cassie Tostenson, city attorney, to advise her that clean-up has been completed. The next court hearing that

was scheduled for January 10, 2022 but had been cancelled because the property had been cleaned up. Mayor Soderberg also advised the council that the other unkempt property has been cleaned up.

Jackie Siewert, city auditor, advised the council that there was an error with the 2021 assessments. The drainage assessment had inadvertently been charged twice. Letters went out to every property owner advising of the error. Jackie Siewert was notified by the Traill County Treasurer that some property owners have subtracted the assessment number rather than the assessment amount. Any over payments will be applied to the 2022 drainage assessment.

Jackie Siewert, reached out to the State Auditor's office in regards to the set-up of the state's annual financial report special revenue funds section. It was confirmed that only highway expenses can be paid with highway funds. That would include snow removal. It was also verified that we can just include expenses up to the amount received from the state for highway funds and pay the additional amount from the general fund or the council can make a motion to transfer funds from the general funds to the special revenue funds.

Mayor Travis Soderberg advised the council that the Buxton Fire Department burned the city tree pile on December 20, 2021. Mayor Soderberg said he will apply for another burn permit next spring/summer.

Mayor Travis Soderberg has purchased the barbwire for the lagoon gate. The barbwire will be installed in the spring.

Jackie Siewert, city auditor, told the council that upon reviewing the bill for the Traill County Tribune it was noticed that there were no charges for December. She reached out to the Traill County Tribune and due to problems with their email the December meeting minutes were not received and not published. The Traill County Tribune has since then set up new email addresses. The December 2021 meeting minutes will be re-submitted and published with the January 2022 meeting minutes.

Mayor Travis Soderberg told the council that he received a lot of very positive feedback from the 12 Days of Mystery Christmas Pics that Jackie Siewert, city auditor, posted on Facebook. Jackie Siewert said that she hopes to make this an annual event.

Jackie Siewert advised the council that she has received a complaint from a resident in regards to being charged for recycling even if they aren't recycling. Jackie reached out to the City of Mayville and the City of Hillsboro and it was confirmed that both cities charge for recycling as a separate charge just as the City of Buxton. The recycling fee is not optional. It is only optional if a resident chooses to recycle or not.

Jackie Siewert, city auditor, received an email from Christi Schmitz of KAT & Company in regards to a new custom community phone app. In partnering with the State of ND the app would be no charge for the first two years. Jackie showed the council the sample app she downloaded on her phone. After some discussion, even though it appears to be a very informative app it was decided that our city is just too small and not enough events to have the need for a app like this. We will continue to utilize our city Facebook page.

Mayor Travis Soderberg advised the council that with the City of Buxton elections coming up in June he has not yet decided on whether or not he will seek re-election for mayor. There will also be two council seats up for election. Holly Aamold said that she will be seeking re-election. Ben Hershey was not present to confirm his re-election. The last day for a candidate to file a petition and have their name placed on the ballot with the city auditor is 4pm on Monday, April 11, 2022.

Mayor Travis Soderberg confirmed that the next meeting will be held February 9, 2022.

Jeff Siewert made a motion to adjourn; Keaton Flanagan seconded the motion; motion passed unanimous.

City Auditor

Council Member

Mayor