



**City of Old Town
Regular Council Meeting Minutes
April 01, 2024**

Council convened April 01, 2024, in the Old Town City Council Chambers, 265 Main Street.

Councilors present: President Chris Pushor, Councilors, Tim Folster, David Wight, Mike May, Linda McLeod, Stan Peterson, and Carol May

Administration present: Bill Mayo, Laura Engstrom, Kyle Milan, Cassandra Pool, David Smith, Danielle Berube, Irene Pehrson, David Russell, Lee Miller, Travis Roy and April Buchanan.

Others present: Kristi Trafton (City Attorney)

Council President Pushor called the meeting to order at 6:00 p.m.

Approval of the Minutes:

Resolved, the Old Town City Council hereby approves the following minutes as presented:

Motion made by Councilor Wight, seconded by Councilor Mike May.

March 18, 2024, Administrative Services, Financial Services and Special Council Meeting Minutes.

Approved, 6 – 0, 1 abstain as Councilor Peterson was absent (Motion passed)

**Petitions, Communications, and Citizens' Requests
Reports**

A. Council President **(No Report)**

B. Standing Committees

Administrative Services, Economic Development, Finance Services, and Public Services

(No Report)

C. City Councilor **(No Report)**

D. City Attorney: **(No Report)**

E. Special Comm.: **(No Report)**

F. City Manager

Bill Mayo updated the City Council on the following:

- First round FY 2025 budget review. Paperwork was passed out to the Council for an overview of the expense side of the budget so far.
Met with the Finance Committee on March 14th to look for any cuts to the budget that might be done and trying to come in at no increase to the mil rate this year.
Met with RSU 34 on March 25th. General purpose aid is going to be down for the RSU this year, partly because of the valuation change from the City and also the decline of student enrollment/population. The total amount being \$705,000 of additional funds are being requested from the RSU to the City. The City has asked the RSU to take another look at there budget
Working on the Revenue side of the budget know, the mill being closed will have an impact. The City has filed for Sudden and Severe funding from the State last week, waiting to see what the difference is and what the City will get in reimbursement funds. That will impact our Municipal Revenue Sharing and General-Purpose aid, so that additional request of the \$705,000 may be adjusted. The City does have \$4.9 Million in fund balance that hasn't been touched in a couple years so that be something to bridge a gap.
April Buchanan (Assessor) has been working with ND Paper Mill on their personal property list and will have some figures completed soon for BETE reimbursement. That's a big piece in the numbers for revenues.
Bill will be putting together a worksheet on the estimations of the Sudden and Severe funding for the Council to review.
- The pool contract would end this year between the YMCA and the RSU 34 school. Bill is talking with the director of the Y and the RSU to extend that contract for another year.
- June 1st State Class B track meet will be at the OTHS. Going to be a big event with thousands of spectators coming into Old Town to watch the meet. Making a plan for parking, possible shuttle services and working on all the logistics of having a huge event taking place in the City.

Consent Agenda

1. Resolved, The Old Town City Council approves the renewal applications for a Victualer's Permit and a Class 1, Class A Restaurant Malt Liquor, Wine, and Spirits License for the following:
 - 1.) Pepper's Landing, located at 170 Main Street.
 - 2.) Governor's Restaurant, located at 963 Stillwater Ave.

Motion made by Councilor Carol May, seconded by Councilor Mcleod.

Approved, 7 – 0, (Motion passed)

Public Hearings and Second Reading of Ordinances

1. The Old Town City Council conducted a Second Reading for final approval on a proposal to change the Official Zoning Map. Specifically, Tax Map 8, Lot 12, from P, Resource Protection to R-4 Seasonal Residence.
(Map included)

Council President Pushor,

Opened Public Meeting: 6:15 pm, and with no public comment,

Closed Public Meeting: 6:16 pm

- 1a. The City Council considered final approval to change the Official Zoning Map. Specifically, Tax Map 8, Lot 12, from P, Resource Protection to R-4 Seasonal Residence.

Resolved, the Old Town City Council hereby approves the change to the Official Zoning Map. Specifically, Tax Map 8, Lot 12, from P, Resource Protection to R- 4, Seasonal Residence.

Motion made by Council President Pushor, seconded by Councilor Wight.

Roll Call Vote:

Council President Pushor: yes

Councilor Peterson: yes

Councilor Carol May: yes

Councilor Mcleod: yes

Councilor Mike May: yes

Councilor Wight: yes

Councilor Folster: yes

Approved, 7 – 0, (Motion passed)

Old Business

1. Resolved, The Old Town City Council hereby approves the sale of Map 031 Lot 059 to the current owners of the abutting Map 031 Lot 060, John & Bridget Smith. The sale price will be \$1500, and the buyer is responsible for all costs related to preparation of the deed. The deed will have a no development above grade restriction. The Old Town City Council hereby authorizes City Manager Bill Mayo to execute any documents necessary to complete the sale.

Motion made by Councilor Folster, seconded by Councilor Mike May.

Approved, 7 – 0, (Motion passed)

New Business

(none)

Adjournment:

Motion to adjourn at 6:20 pm made by Councilor McLeod, seconded by Council President Pushor.

Approved, all in favor, 7-0, (Motion passed)

Respectfully submitted,
Laura Engstrom
City Clerk -Old Town