Glenburn Council Meeting

July 9th 2018

Mayor Folstad called the meeting to order at 6:30 pm. Present: Mayor Folstad, Council members Ashley, Larson, Hensen and Hoff. Other: Renae Johnson and Diane Witteman, PW Brad Brandt and Auditor Donna Zeltinger. Jesse Berg with Moore Engineering came in at 7pm.

Dave Hoff made the motion to approve the minutes from the June 4th, 2018 meeting. Second by Rick, all aye. Motion approved.

Dave Ashley made a motion to approve the minutes from the Organizational Meeting held June 26th, 2018. Second made by Dave Hoff, all aye, approved.

Additions to the agenda: Garage permit for M. Langlais

Motion made by Dianne to approve the agenda with the addition, second made by Rick, all aye, agenda approved.

Guests: Renae Johnson, 911 coordinator for Renville Co. wanted to let the council know that Diane and Renae were available to help assist if anyone is interested in getting a Quick Response team up and running. As of June 30th there was no longer a QR team available in Glenburn. A Quick Response team is not on duty 24/7 and can have the equipment needed in their personal vehicle to respond as needed. They can only transport patients in an extreme Governor ordered case so an ambulance is not needed. Diane Witteman, President of the NW Region of EMS and a council person on the ND Health Dept. EMS council addressed the council about having a community organized meeting. They would like to see eight to ten people take the course to become responders. Classes for becoming and EMR can be done online, it is a 40 hour class and then there would need to be a hands on class. Diane would be willing to come down and do the hands on training or they can come to Mohall for classes. Discussion was held on funding options and possible grants. The current ambulance and equipment can only be sold or given to a non-profit organization so the fire dept. or City could take over the current items on hand. Diane will look into this more and get back to the City. Dianne Hensen asked if Diane could write up something that could be put in the school newsletter as this would reach around 400 people. Donna will put something in the City newsletter as well. Classes start in October of 2018 so will need to have a community meeting and have people signed up in Sept.

**Reports from City Officers were given:**

**Dianne (Water & Pets):**

1. There were six shut off notices sent out; one was shut off and 49 late notices sent out.
2. Temanson sent a letter saying that he saw no issues with the last USWD contract.
3. No pet issues.

**Dave Hoff (Sewer):** Bid requests for the generator building have been sent out and are to be in by July 20.

**Rick (Street):** Brad contacted the street sweeper to come in after he finishes painting the curbs and edging. The curbs and hydrants look very nice thanks to Brad’s hard work.

**Dave A. (Buildings):**

1. The front entrance will be completed when LeRoy gets back from vacation.
2. Dave had a garage building permit from Mike Langlais, it meets criteria so Dave made a motion to approve the building permit for a garage to Mike Langlais. Second made by Dave Hoff, all aye, approved.

**Mayor Communication: A.** Our City attorney will be looking over the USWD contract and giving recommendations before the 2020 contract deadline. Donna had a visit with Ward Heidbreder with ND Rural water and he gave some good advice that the City should focus on the maintenance portion of the contract and ask for a cost analysis for just the City of Glenburn and present this to the State Water Commission or Topics Committee to try and lower costs.  **B**. Kristy Titus spoke to Eric about having a meeting to discuss Earth Recycling so people may voice their concerns about the business.

**Employee Communications:** Chelsey with the LOC sent a memo asking if there are any council people that have served in the Military as they will be putting names in the Nov. City Scan.

**Engineers:**

Jesse Berg with Moore Engineering introduced himself again to the council. He will be working closely with us on the water tower and looping project. Moore is recommending Material Testing as the low bidder as the Geo Tech company to use. Dianne so moved to accept the bid from Material Testing. Second by Dave Hoff, Rick yes, Dave Hoff yes, Dave Ashley yes, Dianne yes. Motion approved. Jesse next supplied a site map for the new tower and went over different portions of the map. The council agreed to the site for the new tower. Jesse will work with USWD to locate their lines. He then discussed looping with Brad. Last on the list was picking out a design to put on the tower. He had a calendar with numerous designs so left that for the council to review.

**Unfinished business:** Brad was able to move the sign for Miltenberger’s.

**NEW Business:** There was a request to have the weeds cleaned up at the pond and picnic tables to be placed around the pond. It was explained that the Park board does not have the money at this time to pay for cleanup. Brad said there is a couple of old picnic tables in the RV Park that he can move down by the pond. The Game and Fish said they can replace the dock with a different one as they are so busy they may not get up to fix the current dock. Council gave the ok for this.

**PAYING OF THE BILLS:**

Dave A. made the motion to approve the financial report and to pay the bills out of the proper accounts. Rick seconded, all aye. Motion approved. Donna explained that the main bills were paid on July 1st because they would be due before this meeting so they are under the paid bills. The ND Insurance bill for the Fire and Tornado fund just came in; Donna had the two buildings on Seaton St. removed

**Paid To**  **Amount**

EFTPS for June 1,671.27

Brad Brandt-payroll 3,112.44

Brad Brandt/supply 58.28

Donna Zeltinger – payroll 814.17

Elected officials 2,770.49

NDPERS 802.21

Aflac 414.98

BCBS of ND 2,032.46

Post Master stamps 150.00

Fairview Cemetery 3.54

One Call Concepts 12.65

Ameripride 43.40

Circle Sanitation 2,607.00

Enerbase 155.41

David Ashley/keys 8.20

First District Health 22.00

Home of Economy 49.90

Menards 322.97

ND Dept. of Health 10.00

ND League of Cities 530.00

Otter Tail Power Co. 1,045.87

Renville County 1,335.00

Renville Co. election 175.00

Renville Co. Farmer 108.77

Sherwin Williams 484.35

Souris River Telephone 193.25

Staples 81.97

Upper Souris Water District 5,220.00

USA Bluebook 517.67

Water deposit refund 8.90

**TOTAL ALL EXPENSES $ 24,762.15**

**Next meeting is scheduled for Monday August 6th, 2018 at 6:30 pm.**

Dianne asked if the ambulance issue could be brought up with the fire dept.

Dave Hoff made the motion to adjourn the meeting at 7:59 pm, Rick seconded, all aye, meeting adjourned.

Approved date \_\_\_\_\_\_\_\_ Mayor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City Auditor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_