City of Glenburn

Budget public hearing

Oct. 4th, 2017

6:45 Pm at City Hall

Those present: Mayor Folstad, councilmembers Ashley, Hensen, and Schilken. Engineer Mark Sweeney and Auditor Donna Zeltinger. There were no others present for the hearing. Mayor Folstad called the meeting to order at 6:45 PM. Mayor Folstad asked if there had been any inquiries or disputes to the budget. There has been no one that has stopped in or called. Donna informed the council that due to legislative changes the preliminary budget is due in August of 2018. Dianne asked if the engineer could go over the estimate of the New Water Tower & Water looping project. Mark had a sheet showing the breakdown of funding, expenses and cost savings if the City went with NAWS directly after the contract with USWD is up. Mark will follow up with Tim Frieje with NAWS to make sure we can do the direct billing. Dave made a motion to close the public hearing at 7:02 PM

Regular Council Meeting October 4th, 2017

Mayor Folstad called the meeting to order at 7:03 pm. Present: Mayor Folstad, Council members Ashley, Hensen, Schilken and Larson and Auditor Donna Zeltinger.

Dianne made the motion to approve the council minutes from the September 6th, 2017 meeting. Second by Rick, all aye. Motion approved.

Additions to the agenda: Lervik & Johnson in for 2016 audit; papers to sign.

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

**Reports from City Officers were given:**

**Dianne (Water & Pets):**

**a.** Water tower/looping project. Mark addressed the council earlier. Dianne had talked to Mark previously and there is a possibility the tower size and amount of looping could change.

**b.** There wereeighteen late statements with eight shut off notices sent out. Four accounts were assessed to property taxes for those who own homes, have moved and not paid water bills. A few shut offs have paid and the rest are making payments this week.

**c**. Dianne asked that the water rate increase be taken off of the agenda. All agreed.

d. There was an animal complaint on a cat, Donna didn’t know who it belonged to and hadn’t heard that too many feral cats are running around. Keeping the mouse population down was noted if we have a few feral cats in town.

**Chris (Sewer):** Nothing to report. Everything is running smoothly.

**Rick (Street):** Rick has looked into a pay loader to help with snow removal. The council will keep an eye out for used ones or maybe leasing.

**Dave (Buildings):** Dave had a building permit from Farden Holdings to build a 60’ x 120’shop on the land located by Chelsey Dr. Dave made a motion to approve the building permit. Discussion was held on the zoning, which is assessed as commercial; usage, which Donna was told will be for the business use for storing cranes and equipment with possible renting out spots for storage this winter. Dave included the wording that all water/sewer lines size and installation would need to follow coding and be approved by the City. Motion seconded by Rick, all aye, permit approved.

**Mayor activity: nothing at this time**

**Employee Communications:** Donna mentioned the LOC convention: a few of the topics discussed with legislative changes and how Governor Burgum stressed building up our downtowns. Finding something that brands your town for what you are known for was also mentioned. Glenburn could have many brands such as agriculture, small hometown living close to the MAFB, oil fields and welding to name a few.

**Engineer’s comments:** ON HOLD Juniper Environmental consulting contract.

**Unfinished business:**

1. Donna talked to Darryl Roos with North Star (formerly Northern Tier Credit Union) about putting a bank in town. At this time they have many branches due to the merger but in the future he would think about this as a possibility.
2. Tim Frejie with NAWS was called and he will do some more checking on the possibility of billing directly to Glenburn once our contract is up with USWD
3. The re-plat map for Stoltzes Third addition has been received, signed and notarized. Donna is waiting to hear back from the City attorney on the quick claim deed for removing the Avery estate and the recording of the map.

**New Business:**

* 1. **Final budget:** Dianne so moved to approve the budget as presented, second by Dave, Rick yes, Dave yes, Dianne yes, Chris yes, 2018 budget approved.
  2. Motion by Dave to approve the 2017 Renville County Multi-hazard Mitigation Plan for the City of Glenburn. Second by Chris, Dianne yes, Rick yes, Dave yes, Chris yes. Motion approved.
  3. Dianne so moved to appoint Diana Krause as the City Assessor, second by Rick, Chris yes, Dianne yes, Dave yes, Rick yes, motion approved.

**Presentation of Financial report:**

Dianne made the motion to approve the financial report and to pay the bills out of the proper accounts. Chris seconded, all aye. Motion approved.

**Paid To**  **Amount**

Brad Brandt-payroll and phone 2,952.12

Donna Zeltinger – payroll 843.08

Rose Asuncion-payroll 249.57

Kari Brandt 58.00

NDPERS 789.03

EFTPS 1,330.65

Aflac 414.98

BCBS of ND 1,834.83

InMotion Construction 4,300.00

Ackerman Surveying 3,500.00

Health Chemistry Lab 223.63

Ameripride 36.43

Circle Sanitation 2,526.50

Donna Zeltinger, office supply 50.13

Enerbase 87.84

Fairview Cemetery 189.43

First District Health 22.00

MAC’s 31.77

Otter Tail Power Co. 1,005.04

Post Office 147.00

Renville County 1,335.00

Renville Co. Farmer 148.19

Souris River Telephone 182.38

Starion Bond Services 5,043.25

Upper Souris Water District 5,086.98

**TOTAL ALL EXPENSES $ 32,387.83**

**Next meeting is scheduled for Monday November 6th at 7pm.**

Chris made the motion to adjourn the meeting at 7:25 pm, Rick second, meeting adjourned.

Approved date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mayor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City Auditor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_