City of Glenburn

Council meeting

July 6th, 2017

Those present were Mayor Eric Folstad, Council members Dave Ashley, Rick Larson. Dianne Hensen and Chris Schilken. Others: Rick Adam with Verizon, Clarke Stevens, GCDC, Rhonda Undlin representing Trinity United Paris, PW Brad Brandt and Auditor Donna Zeltinger.

President Dave Ashley opened the meeting at 7:00 PM.

Motion made by Dianne to approve the minutes from the regular meeting held June 5th, 2017. Second was made by Chris, all aye, minutes approved.

Additions to the agenda: Clarke Stevens was present for the GCDC.

Motion made by Chris to approve the agenda, second made by Dianne, all aye, agenda approved.

Guests:

1. Rick Adams with Verizon had a set of plans relating to the fiber routes to the platform Verizon will put up. Rick was asking to approve plans for the installation of a temporary site on wheels. They are looking to lease an 80’x80’ parcel of land near the water tower and will pay a onetime rate of around $500. The timeline for the temporary site is Sept. 1st to March 1st. It was asked who would be responsible for the mowing and snow removal of the site. He said they would take care of any snow removal but asked that the City mow if it was needed. Rick asked if any building permits or other permits would be needed; council decided that would not be necessary. Chris made a motion to approve the lease agreement with Verizon. Rick seconded the motion. Rick yes, Dianne yes, Chris yes. Motion approved.

Mayor Folstad and Rick Larson entered the meeting.

1. Rhonda Undlin was present to ask for an abatement to taxes for 2015 & 2016 for the Trinity United Parish parsonage that was bought in 2015 from Myles Lee. The deed disappeared between the bank and the guarantee company so wasn’t sent to the County to show the sale. She had a letter from the bank stating the purchase date. Dave made the motion to approve the abatement of taxes to Trinity United Parish for the years 2015 and 2016. Second by Rick. Chris yes, Rick yes, Dianne yes, Dave yes, motion approved.
2. Clarke was here to answer any questions on the request for the approval of the co-signing for the Café remodeling. The City heard back from the attorney that this was allowed so Chris made the motion to approve the co-signing of the loan for GCDC and the café remodeling. Second made by Rick. Dave yes, rick yes, Dianne yes, Chris yes. Donna will sign as the City representative. Motion approved.

Dave turned the meeting over to Mayor Folstad

**Reports from City Officers were given:**

**Dianne (Water & Pets):**

**a.** Water tower/looping project: Letters were received from the ND Water Commission about the Cooperative agreement that the City needs to be added to before funding is approved by the MR & I grant. This means that if the City were to spend money on the project before this is approved we could possible not be reimbursed for money spent. No action is needed on this.

**b.** There werenine late and two shut off notices sent out.

**c**. Water rate increases, hold until we hear more on the water project/grants.

d. Dianne asked the council if they felt she should attend the meeting in Burlington on water rate increases to be held Sept. 7th. Council was ok with it but it will be left up to her to decide if she wants to attend.

**(Sewer):** There was a manhole taken out on Raymond St. and 4th Ave N. and repair work done. The lagoon is evaporating due to the heat.

**Rick (Street):** Brad had a call from Pam Klabo about a patching machine that Lansford is using. Rick told Brad to go take a look at it if he wanted. Patching of the streets were discussed; 1st Ave. is the worst right now. Brad asked about street sweeping; he has called Sanders but will try Boger and Son as well. Chris asked about the street east of the school playground. Council explained that there is a high water table in this area and has been fixed numerous times.

Brad asked about having the school fix the curbs that were cut as this is a hazard when he is plowing snow. The drain tile on Oakley Dr. worked well this spring. Having drain tile from the school to Oakley Dr. was also discussed. Brad will talk to Erdahl about these issues.

**Dave (Buildings):** Dave had several building permits to be approved.

1. Fence permit from Jonathan and Tammy Schmechel at 405 1st Ave N. This was pre-approved by Dave and Brad.
2. Shed permit from William Smith at 201 5th Ave N. he is replacing an existing shed but adding a few feet. This was pre-approved by Dave and Brad.
3. Fence permit from Chandra McAllister, 205 Knudson St. Pre-approved
4. Garage permit from John Martin, 107 5th Ave N. for a 28’x32’x9’garage. Pre-approved. Curb to be cut and repaired.
5. Building permit from Ardene Cramer/Barb Quimby, 503 South St. for a sun porch to go on the existing cement pad.

Motion made by Dave to approve all five permits. Second made by Chris, all aye, approved.

**Mayor activity:** Donna has contacted Sollid Surveying and also Rick Hornaday for surveying of the plat on Seaton St. Nothing heard back, will contact a few more.

**Engineers report:**

No further word on the MR&I funding. Hold on the Juniper Environmental consulting contract. Pay Onstad Twitchel for bonding services.

**Unfinished business:** Café and Verizon discussed earlier with the guests. Discussion held on the new Sheriff Contract coming due in Sept. Sending out more mowing letters is needed.

**New Business:**

1. Trinity abatement discussed earlier.
2. Jesse Quist, Renville Co. deputy asked for a stop sign to be placed at 2nd Ave N. and Oakley Dr. due to the proximity to the school. Council agreed to this request.
3. LOC annual convention is in Fargo on Sept. 28-30th. There are rooms reserved but let Donna know if you would like to be registered to attend. Most are waiting for a better agenda on the convention in the Aug. City Scan.
4. Having portable basketball hoops sitting on the streets was mentioned. It was decided to have the Sheriff/deputies talk to residents about the safety hazards this presents.

**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 2,892.12

Donna Zeltinger – payroll 826.20

Rose Asuncion-payroll 431.37

NDPERS 785.65

EFTPS 1,340.25

Aflac 364.04

BCBS of ND 1,834.83

Ameripride 36.43

Circle Sanitation 2,650.25

Donna Zeltinger 33.56

Edward Davis 100.00

Enerbase 31.11

Fairview Cemetery 18.24

First District Health 22.00

Menards 27.90

ND Dept. of Health 10.00

ND LOC 515.00

Otter Tail Power Co. 1,065.97

Paul Temanson 600.00

Post Office 147.00

Renville County 1,335.00

Renville County Farmer 132.10

Schade, Alan 123.10

Souris River Telephone 233.49

Staples 89.98

Stinson, John 62.90

Upper Souris Water District 5,040.00

Eric Folstad 692.62

Dave Ashley 554.10

Dianne Hensen 554.10

Rick Larson 554.10

Chris Schilken 554.10

Western Agency 100.00

**TOTAL ALL EXPENSES $ 23,757.51**

**Next meeting is scheduled for Monday August 7th, 2017 at 7pm at City Hall.**

Chris made the motion to adjourn the meeting at 8:03 pm, Dave second, meeting adjourned.

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

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