City of Glenburn

Council meeting

August 7th, 2017

Those present were Mayor Eric Folstad, Council members Dave Ashley, Rick Larson. Dianne Hensen and Chris Schilken. Others: Josh Reiner, Moore Engineering, PW Brad Brandt and Auditor Donna Zeltinger.

The Siren was tested at 7pm.

Meeting called to order by Mayor Folstad.

Motion made by Chris to approve the minutes from the regular meeting held July 6th, 2017. Second was made by Dianne, all aye, minutes approved.

Additions to the agenda: Upper Souris Water District contract.

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

Guests: Josh will talk on the water project later.

**Reports from City Officers were given:**

**Dianne (Water & Pets):**

**a.** Water tower/looping project: Josh will address later.

**b.** There wereten late and six shut off notices sent out. One shut off took place with the resident paying the bill and the $200 fee to have the water turned back on.

**c**. Water rate increases, hold until we hear more on the water project/grants. Will need to factor in the increase for water from USWD.

**Chris (Sewer):** Brad mentioned that he was flushing manholes today, the lift station has been working well and the lagoon is drying up.

**Rick (Street):** Nothing to report, still good.

**Dave (Buildings:** Nothing to report.

**Mayor activity:** Ackerman surveying is working on the re-surveying of the buildings/land on Seaton St. Dave and Brad measured what was staked and decided to move it to 15 feet so Chad with Ackerman was called and the change made. They will put the buildings on two out lots. Once completed we can put the buildings up for bid. .

**Engineers report:**

Josh discussed the timeframe to have Juniper Environmental Consulting do the cultural/environmental survey. With the funding likely not coming through until October at the earliest and the City wanting to hold off on giving Juniper the go ahead until funding is in place it is likely that Juniper would not be able to do their site visit until April 2018 due to snow/winter condition. Their report could likely be complete by May 2018 which needs to be submitted to the Bureau 60 days prior to the project being advertised for bids. Making it July 2018 before advertisement for bids could take place, putting the bid opening in August. The bid could then be awarded at the September 2018 council meeting. Construction then would likely begin toward the end of September 2018. This would allow for construction to begin however the majority of the construction would take place in 2019. Dianne asked if the money amount had changed from the MR&I. Josh said he believed it was the same. The percentage is still down from what the original was quoted to the City. It was also asked if there was any other funding available for this type of project; Josh said they aren’t aware of any. Discussion was also had regarding the potential to get water supplied directly from NAWS versus Upper Souris. A representative with NAWS plans to attend the next city council meeting to give details on this.

**Unfinished business:**

1. The Verizon lease agreement was signed and sent in so they should be utilizing the space soon.
2. The council is looking at staying with the 50 hours of requested time for the City with the Sheriff’s dept.

**New Business:**

1. Jon Schmechel from 405 1st Ave. N. had asked what the City wanted to do with the culvert in his yard. It should still be moved into the easement.
2. John Weyrauch, 207 1st Ave N. has asked the City for approval to put a gun shop in his home. Our zoning allows for in home businesses with approval from the council. Donna has contacted the Sheriff’s office and numerous state offices and found that he needs to notify neighbors, which he said he has done, get his ND business license and show proof of liability. Dave made a motion to approve the gun shop for John Weyrauch when he shows proof of license and liability. Second by Rick, all aye, approved.
3. Donna will be the only one attending the LOC annual conference in Fargo during Sept. 28th -30th
4. Brad, Dave and Donna have talked to a construction firm about fixing the front of the building. Their verbal amount was $2500 for filling holes, scraping and painting the front. All were in favor of having this done. Dave made a motion to contact the company and have them fix the building. Rick seconded, all aye, approved.
5. The Upper Souris Water Contract and letter with water rate increases was looked over. USWD is asking to renew the contract until 2030. No decision will be made until we talk with the NAWS representative next month.

**Presentation of Financial report:**

Rick 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

Brad Brandt-mileage and meal 155.78

Donna Zeltinger – payroll 789.48

Donna Zeltinger-office supply 7.43

Rose Asuncion-payroll 307.55

Kari Brandt-mowing wage 3 mos. 192.13

NDPERS 778.19

EFTPS 1,816.06

Aflac 430.44

BCBS of ND 1,834.83

Ameripride 36.43

Circle Sanitation 2,542.00

Dakota Fire Ext. 98.96

Do All Industries 117.05

Enerbase 155.56

Fairview Cemetery 79.33

First District Health 22.00

Newman Signs 191.27

Ohnstad Twichell, PC 5,000.00

One Call Concepts 30.00

Otter Tail Power Co. 1,003.19

Post Office 147.00

Renville County 1,335.00

Souris River Telephone 213.04

Upper Souris Water District 5,040.00

Western Dakota Energy Assoc. 247.95

Bank of ND (sewer revenue bond) 24,350.00

**TOTAL ALL EXPENSES $ 49,812.79**

**Next meeting is scheduled for Wed. Sept. 6th, 2017 at 7pm at City Hall.**

Chris made the motion to adjourn the meeting at 7:26 pm, Dave second, meeting adjourned.

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

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