**Glenburn Council Meeting**

**July 1st, 2019**

**6:30 PM**

Mayor Eric Folstad called the meeting to order at 6:30 pm. Present: Council members Ashley, Hoff, Hensen and Larson and Auditor Donna Zeltinger. Others present: Delora Ahmann

Brad Brandt, Public Works entered later.

Dianne made the motion to approve the minutes from the June 3rd council meeting.

Second by Dave Hoff, all aye, motion approved.

There were a few additions to the agenda: 1. Fence permit from Chris Palmer 2. Shed, fence and patio permit from Larry Derr 3. Insurance breakdown for Fire and Tornado 4. David Varner permit to replace a deck

Motion made by Dave Hoff to approve the agenda with the new additions. Second made by Dave Ashley all aye, agenda approved.

Guests:

Delora Ahmann asked if there were any restrictions or rules if she wanted to hold a male strip show at the bar. In the past the bars were asked to cover all windows so that anyone underage couldn’t see in. Delora left the meeting.

**Engineers Report**: Josh called into the meeting at 6:35 pm. Josh informed the council that the footings were poured last week, the walls this week and back filling on the foundation next. He also informed the council of the water line placement to be to the north and not to the street to the east. This would make a shorter route and save about fourteen thousand dollars. There were four things for approval.

1. Motion by Dave Ashley to approve the payment request #1 to Maguire Iron for one hundred fifty three thousand, one hundred seventy nine dollars and eighty nine cents. ($153,179.89) upon the funding agency approval. Second made by Rick; roll call vote, Hoff yes, Ashley yes, Larson yes, Hensen yes. Motion approved.
2. Motion by Dianne Hensen to approve the Moore Engineering bill for eight thousand eight hundred seventy seven ($8,877) upon approval of the funding agency approval. Second by Dave Hoff. Roll call vote; Larson yes, Hensen yes, Hoff yes, Ashley yes, motion approved.
3. Motion by Dianne to approve the five hundred dollar request from the property owner for the water easement north of Raymond St and 4th Ave N. Second by Rick. Roll call vote; Ashley yes, Hoff yes, Hensen yes, Larson yes. Motion approved.
4. Motion by Rick to approve the request for funds from MR&I and DWSRF which include; Contractors application for payment #1, Moore Engineering invoice 20192 and 20193 approved a the June meeting, Moore Engineering invoice 21308 presented above and payment of five hundred dollars for the easement. Second by Dianne. Roll call vote; Hoff yes, Ashley yes, Hensen yes, Larson yes. Motion approved.

**Reports from the council members were given:**

**Dianne (Water & Pets):**

1. Six shut off notices and 30 late statements were sent out.
2. Dog licenses are at 116 thru 6/26/19. Cat registration is very low.

**Dave Hoff (Sewer):** Everything is running good. We will need to haul more rock around the lagoon at some point.

**Rick (Street):** Keller Paving had the low bid for patching Main St. at a 5” depth for $30,000. Motion by Rick to approve Keller Paving for the 5” patch for $30,000. Second by Dianne, all aye, motion approved.

**Dave A. (Buildings):**

1. Motion by Dave Ashley to approve the fence and deck permit form Jerry and Tanya Sayles, 205 4th Ave S, Second by Dave Hoff, all aye, approved.
2. Motion by Rick to approve the tree permit from Aaron Puuri at 95 Raymond St. Second by Dave Hoff, all aye, approved.
3. Motion by Rick to approve a carport permit from Mickey Solomon, 603 2nd Ave N. Second by Dave Hoff, all aye, approved.
4. Motion by Dave Ashley to approve a 6’ x 8’ deck permit from Marvin Stevens at 203 5th Ave S. Second by Dianne, all aye, approved.
5. Motion by Dave Ashley to approve a 6’ x 8’ shed permit from Aaron Puuri, 95 Raymond St. Second by Dianne, all aye, approved.
6. Motion by Dave Ashley to approve a wood fence permit from Chris Palmer at 309 3rd Ave N. Second by Rick, all aye, approved.
7. Motion by Dave Ashley to approve a shed, block patio and partial privacy fence for Larry Derr at 96 Healy St. Second by Rick, all aye, approved.
8. Motion by Dave Ashley to approve a replacement deck for David Varner at 203 Crestview Lane. Second by Dave Hoff, all aye, approved.

**Mayor Communications:** nothing at this time

**Employee Communications:** Discussion was held on the grass dumpster and people putting branches in it. Donna will check into what a security camera would cost.

**Unfinished business:**

1. The City Attorney is still working on the letter for pets to be sent to landlords.
2. Nothing heard back on finding someone to do the City Audits because the State can’t do it now.
3. Benefits for Brad; Council will look over the employee handbook and Donna will figure out when the benefits changed and also contact the LOC HR dept.
4. The Sheriffs proposal was approved and will start August 1st.

**NEW Business:**

* 1. Public hearing in Mohall on July 16th to discuss the Earth Recycling conditional use permit and two other county issues.
  2. The Preliminary budget will be on the August agenda.
  3. Fireworks were discussed. It was decided to leave as we’ve had it in the past with allowing fireworks from July 1st to the 7th with times till 11pm on weekdays and midnight on the weekend. We will amend the fireworks ordinance to include this phrase at a later date to be ready for next year.
  4. The number of letters sent out for abandoned vehicles/ junk was discussed; fourteen were sent out and it was noted that no one is being singled out to clean up their yards. Mowing and trimming letters, 15 total, were also sent out.

**PAYING OF THE BILLS:**

Dave Ashley made the motion to approve the financial report and to pay the bills out of the proper accounts, Rick Larson seconded, all aye. Motion approved.

**Paid To**  **Amount**

Brad Brandt-payroll 3,235.04

Donna Zeltinger – payroll 715.00

Donna Zeltinger-life buoys for pond 111.98

Brenda Schmidt-payroll 431.37

Mayor and council yearly pay 2,909.02

EFTPS (monthly withholding) 1,363.22

Attorney Paul Temanson 600.00

NDPERS (retirement) 836.48

NDPERS (deferred comp) 25.00

AAA Heating 258.75

Aflac 414.98

Blue Cross Blue shield 2,058.81

Unum Life insurance 99.26

AmeriPride 51.55

Circle Sanitation 2,722.50

Dakota Agronomy 106.25

Do All Industries 635.76

Enerbase 207.04

Fairview Cemetery 30.82

First District Health 25.00

Moore Engineering inv. 20875 9,477.50

ND Dept. of Environmental Quality 10.00

ND Insurance Dept. Fire & Tornado 646.33

One Call Concepts 7.20

Otter Tail Power Co. 1,183.95

Renville County 1,335.00

Renville County Farmer 144.14

Souris River Telephone 189.30

Upper Souris Water District 5,756.40

**TOTAL ALL EXPENSES $ 35,587.65**

Next scheduled meeting is for Monday August 5th, 2019 at 6:30 pm.

Dave Hoff made the motion to adjourn the meeting at 7:55 pm, Rick Larson seconded, all aye, meeting adjourned.

Approved Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Mayor Eric Folstad

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Donna Zeltinger, City Auditor