Glenburn Council Meeting

May 7th, 2018

Mayor Folstad called the meeting to order at 6:30 pm. Present: Mayor Folstad, Council members Ashley, Larson, Hensen and Hoff Other: Tyrel Clark and Mark Sweeney with Moore Engineering, Brad Brandt and Auditor Donna Zeltinger.

Dave A. made the motion to approve the minutes from the April 2nd, 2018 meeting. Second by Rick, all aye. Motion approved.

Dianne made a motion to approve the minutes from the Special meeting held April 11th on the water tower and looping project. Second made by Rick, all aye, minutes approved.

Dianne made a motion to approve the minutes from the Tax Equalization meeting held on April 11, 2018. Second by Rick, all aye, minutes approved.

Additions to the agenda: A. Earth Recycling moving into MAC building. B. Need to designate the official newspaper

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

**Reports from City Officers were given:**

**Dianne (Water & Pets):**

1. Water Tower/looping project: Approved at the special meeting held on April 11th.
2. There were seven shut off notices sent out, all have paid.
3. There were no animal complaints.
4. After discussion on how to handle NSF checks since Check Rite has closed, Dianne so moved to go with Pro Collect, second by Dave A. all aye, approved.
5. The contract from USWD was discussed, the council all declined the new contract as we only have until March 2020 before it is up.

**Dave H. (Sewer):** The lift station is running really good since the check valves were replaced; Brad discharged on 5/2/18.

**Rick (Street):** Brad has been patching the pot holes around town.

**Dave A. (Buildings):**

1. LeRoy’s Remodeling was the only quote for the front entrance and window removal; quote was for six thousand dollars. Decision was made to have him do the project.
2. John Martin re-submitted his garage permit, Dave A. made the motion to approve the garage permit, second by Rick, all aye, permit approved.
3. Renee Parks has submitted a fence permit. After review, Dave A. made the motion to approve the fence permit, Second by Dave H. all aye, fence permit approved.

**Mayor Communication:** Donna checked the minutes for any NAWS info and found that back in 1993 that Paul Christianson was granted permission to pursue NAWS on behalf of the City. There was a letter that was sent out to the cities in 2011 but we did not get one because we were signed up with USWU and they received the letter.

**Employee Communications:** Nothing at this time.

**Engineers:** The Juniper Environmental study contract was signed and sent to the engineers. The Garrison Diversion paperwork was approved earlier so it can be signed and submitted to the engineer. Tyrel discussed the water tower and answered questions on shape, capacity, timeline for the project to be completed and asked about any antennas on the tower. Tyrel would like to see the contracts for Verizon and the ambulance. Brad and Tyrel discussed the looping portion of the project. Dianne made a motion to sign the task order presented by Moore Engineering. Second by Dave H., all aye, motion approved. The bonding contracts from Ohnstad Twitchell will need to be revised.

The weather siren was tested and worked.

**Unfinished business:**

1. Park board tent options were discussed, they are still looking into this. The park bathroom uptown will be torn down and a new one built this spring.

**NEW Business:**

1. Building a shed by the lift station to house the generator was discussed. Brad will get measurements and look into getting quotes for the building.
2. There were no bids turned in by the deadline specified for the bid opening on April 16th on the buildings for sale, so the meeting was cancelled. After talking to the City Attorney, he says we have met the legal requirements for posting so we can now accept any bids that would come into the meeting if they meet the City requirements.

There was one bid for thirty five thousand with a thirty five hundred dollar cashier’s check presented by Richard Larson. After discussion, Dave A. made the motion to approve the bid by Richard Larson. Second by Dave H.; Hensen yes, Larson abstain, Ashley yes, Hoff yes. Sale approved.

1. Dave Ashley so moved to designate the Renville County Farmer as the official newspaper for the City of Glenburn. Rick second, all aye, motion approved.

**PAYING OF THE BILLS:**

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

**Paid To**  **Amount**

Brad Brandt-payroll & travel exp. 3,366.25

Donna Zeltinger – payroll 890.61

Rose Asuncion-payroll 191.17

NDPERS 820.90

EFTPS for april 1,269.67

Aflac 414.98

BCBS of ND 1,834.83

Post Master stamps 150.00

Fairview Cemetery 43.44

Ameripride 83.80

Circle Sanitation 2,640.00

City of Minot 90.00

Diana Krause/assessor 1,500.00

Dyne\_Shop 632.50

Enerbase 542.10

First District Health 22.00

First Western Bank/cash 85.78

Menards 93.82

Minot Daily News 177.00

ND Sewage Pump 2,783.00

Newman Signs 28.44

One Call Concepts 1.20

Otter Tail Power Co. 1,180.82

Paul Temanson, PC 125.00

Ramkota Hotel Bismarck 187.40

Renville County 1,335.00

Renville Co. Farmer 230.05

Renville Co. Farmer/renewal 32.00

Share Corp. 558.30

Souris River Telephone 183.09

Tim Zeltinger, pothole patch 53.48

Upper Souris Water District 5,220.00

**TOTAL ALL EXPENSES $ 26,766.63**

**Next meeting is scheduled for Monday June 4th, 2018 at 6:30 pm.**

Dave Hoff made the motion to adjourn the meeting at 7:40 pm, Rick seconded, all aye, meeting adjourned.

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