City of Glenburn

Council meeting

3/07/16

Mayor Eric Folstad called the council meeting to order at 6:00 pm

Those present were Council members Eric Folstad, Rick Larson, Dianne Hensen. Schilken and Ashley absent. Josh Reiner with Moore Engineering, Brad Brandt PW and Auditor Donna Zeltinger

Motion made by Dianne to approve the minutes from the regular meeting held February 4th, 2016. Second was made by Rick. All aye, minutes approved.

Motion made by Rick to approve the agenda. Second made by Dianne, all aye, agenda approved.

**Reports from City Officers were given:**

 **Dianne (Water and Pets):**

1. There were seven shut off notices sent out.
2. Water payment policy, tabled until all council members are present.

 **(Sewer):** The quotes from The Sewage Pump & Lift Station Company of Fargo on the phone/alarm system was gone over. Josh mentioned that Brock didn’t care for the fiber glass unless it had a weather glass protector over it. It was decided that the horn and alarm was not needed, only a phone. Brad will contact SRT to see what can be used. Dianne so moved to have Brad find out what he needed for the lift station alarm system and have it installed. Second was made by Rick. Rick aye, Dianne aye, Eric aye; motion approved.

**Rick (Streets**): There was a phone call from Stacy Barnes about the condition of First Ave N. and how muddy it was. The City does not own this street so it is up to the contractor to gravel. She is responsible for the road from her property line to the north.

**Dave-Buildings**

1. Garden City Apts.: nothing new
2. Building permits need to be updated.
3. Building permit for a shed from Josh Lail, 401 1st Ave N. Discussion was needed to figure out the easement on the south side of the property. It was felt there was not enough room for the size shed planned for. Josh will look into this and let Donna know.

**Mayor Folstad**: The incident that happened with a resident and Brad will be dropped this time but the report will stay with the Sheriffs dept. if future problems arise.

**Employee Comments:** Donna will be attending March Madness in Bismarck on March 8 & 9 and taking vacation March 17-23rd. Jessica is working. Brad has training the end of March.

**Engineer’s comments:** Josh said Moore is keeping up with the State Water Commission statements and agreements. Dianne asked if it was possible to downsize the water tower. There is a feeling that turnover wouldn’t be great enough and it would affect the testing. Population has dropped and there are numerous vacant homes at this time. Josh will check into this. Eric asked if Upper Souris Water District needs to be notified about the project.

**Unfinished BUSINESS:**

1. **Tabled:** Ambulance request for building.
2. **Ave N. (Momerak Road):** The revised contract was sent to Mike Hayes but it has not been returned with a signature.

**N**EW BUSINESS:

1. Employee evaluations to be filled out and have back to Eric by March 24th
2. Tax Equalization meeting; Tuesday April 12th 6PM
3. Motion by Rick to donate fifty dollars to the After Prom Party for food. Discussion was held that this donation is made due to the safety issues that come with Prom and parties. Dianne made the second to the motion. Rick yes, Dianne yes, Eric yes. Approved.
4. Those up for election are Dianne, Chris and Eric on council and Tim and Ginney on Park board. Ginney has stated she will not re-run. Filing deadline is April 11th by 4PM

Presentation of Financial report:

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

**Paid To**  **Amount**

Brad Brandt-payroll 2,688.76

Donna Zeltinger – payroll 707.66

Jessica Stapleton-payroll 64.50

NDPERS 722.17

EFTPS 1,743.28

Aflac 364.04

BCBS of ND 1,803.46

Jessica Santee/dep. Refund 150.85

Ameripride 35.00

Circle Sanitation 2,619.50

Enerbase 374.27

Do All Industries 195.25

Fairview Cemetery 417.87

First District Health 22.00

Larson Latham Huettl 250.00

MFOA 30.00

Moore Engineering 70.00

Northern Plains Equipment 83.93

One Call Concepts 2.00

Otter Tail Power Co. 1,177.56

Renville County 1,335.00

Renville County Farmer 215.66

Souris River Telephone 149.93

Upper Souris Water Users 5,040.00

US Post Office/stamps 235.20

**TOTAL ALL EXPENSES $ 20,497.89**

**Next meeting is scheduled for April 4th, 2016 at 7PM**

Rick made the motion to adjourn the meeting at 6:40pm, second by Dianne, meeting adjourned.

Mayor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City Auditor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date approved: \_\_\_