Glenburn Council Meeting

January 4th, 2018

Mayor Folstad called the meeting to order at 7:00 pm. Present: Mayor Folstad, Council members Ashley, Larson and Hensen; Schilken absent. Others: PW Brad Brandt and Auditor Donna Zeltinger.

Dianne made the motion to approve the minutes from the December 4th, 2017 meeting. Second by Dave, all aye. Motion approved.

There is one addition to the agenda: Designating of the depository for the public funds.

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

**Reports from City Officers were given:**

**Dianne (Water & Pets):**

1. Water Tower/looping project: Garrison Diversion agreement still needs signatures.
2. 8 shut off notices were sent out
3. There was one complaint of fireworks being shot off on Christmas Eve scaring dogs. Notice will be put in the newsletter that fireworks are only allowed the week of 4th of July and on New Year’s Eve.
4. **(Sewer):** Brad stated that everything is working well.

**Rick (Street):** Streets are slippery, Brad has sanded.

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

**Mayor activity:** Eric has been conversing with Tim with NAWS and Gary with USWD on water contract. It sounds like we are at the mercy of the district and Upper Souris. After discussion it was decided that a few of the council will attend the next USWD meeting in January to see if we can negotiate the contract. Donna will call to get us on the agenda and contact the City Attorney for guidance.

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

**Engineers:** Juniper Environmental study contract: sign when we hear on the USWD contract and NAWS.

**Unfinished business:**

1. The Stoltzes 3rd Addition re-plat was sent to the County to be recorded. Once recorded we can have the Quit Claim Deed from the Avery Estate recorded to be taken off of the Stoltzes 3rd Addition Plat.
2. Second reading of penalty clause for Chapter 9 Traffic Article 27 to specify fines as follows: First offense will be a written/verbal warning, second offense will be a fifty dollar ($50.00) fine; third offense will be one hundred dollar ($100.00) fine and the final offense will be a fine up to one thousand dollars ($1000.00) or by imprisonment not to exceed thirty days, or both. Time frame between fines will be seven days. Dianne so moved to adopt the changes. Second by Dave. Rick yes, Dave yes, Dianne yes. This is the second reading of the changed penalty clause: Chapter nine Article 27.

**NEW Business:**

1. Review of Audit report for 2016. The report has been approved by the State Auditor’s Office. Dianne had a question on page 39 of the report. Donna will contact Tiffany on this and report back. Dianne so moved to approve the audit report as presented by Lervik and Johnson CPA’s; second by Rick, Dianne yes, Dave yes, Rick yes, motion approved.
2. Motion by Dianne to designate First Western Bank and Trust as the depository for the City of Glenburn Public funds. Second by Dave, Rick yes, Dave yes, Dianne yes. Motion approved.

**PAYING OF THE BILLS:**

 Dave 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, bonus & phone 3,337.69

Donna Zeltinger – payroll & bonus 1,172.23

Rose Asuncion-payroll & bonus 108.33

NDPERS 780.94

EFTPS 1,312.71

Aflac 414.98

BCBS of ND 1,834.83

Acme Tools of Minot 558.47

Ameripride 41.90

Circle Sanitation 2,387.00

Enerbase 234.27

Fairview Cemetery-taxes 23.49

First District Health 22.00

Gary Heren (deposit refund) 129.36

Glenburn Park Board (annual) 4,000.00

JP Cooke Comp. 62.19

Kari Brandt (mower part) 45.20

Lervik & Johnson CPA’s (audit) 4,500.00

MFOA 30.00

Moore Engineering 310.00

NDLOC (grant finder) 40.00

Office of the State Auditor 165.00

One Call Concepts 4.55

Otter Tail Power Co. 1,122.60

Paul Temanson Attorney/judge 600.00

Renville County 1,335.00

Renville Co. Farmer 192.66

Renville County recorder 10.30

Souris River Telephone 184.09

Upper Souris Water District 5,220.00

US Post Office (stamps) 147.00

**TOTAL ALL EXPENSES $ 30,326.79**

**Next meeting is scheduled for Monday February 5th, 2018 at 7pm.**

Rick made the motion to adjourn the meeting at 7:28 pm, Dave second, meeting adjourned.

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