

Regular Meeting  
January 14, 2019

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:00pm in the Council Chambers with the following council members present: Randy Duppong, Gary Glasser, Chasity Orcutt, Alex Martinez, Doug Martwick and Anthony Schirado. Also present: Melissa Rotzien, Scott Myers, Deputy David Tomlinson, James Farrell, Nancy Bittner, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Schirado, seconded by R Duppong to approve the minutes from the regular meeting on December 10, 2018. Motion carried unanimously.

Bills and Financial Report: Moved by Schirado, seconded by Martinez to approve the December financial report and pay the January bills. Motion carried unanimously.

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|---|----------|
| A & A Heating and Air .....                     | 575.00   |
| Farmers Union Insurance .....                   | 691.00   |
| Farmers Union Oil .....                         | 261.08   |
| Glen Ullin Job Development .....                | 185.90   |
| Glen Ullin Library.....                         | 1,000.00 |
| Glen Ullin Regional Airport .....               | 1,382.11 |
| Glen Ullin Super Valu .....                     | 6.18     |
| Glen Ullin Times.....                           | 339.19   |
| Joe's Electric .....                            | 272.49   |
| John Mahoney.....                               | 600.00   |
| Lince Sanitation .....                          | 8,680.00 |
| Mainstreet Designs, Inc. ....                   | 7,932.63 |
| Marshall Lumber.....                            | 5.43     |
| MDU .....                                       | 2,859.56 |
| Morton County Auditor .....                     | 3,360.00 |
| Napa .....                                      | 409.86   |
| NorMont Equipment .....                         | 1,339.78 |
| ND Department of Health.....                    | 16.00    |
| ND League of Cities .....                       | 1,068.00 |
| ND One Call .....                               | 3.60     |
| ND Workforce Safety .....                       | 1,152.41 |
| Old Red Trail .....                             | 500.00   |
| Southwest Water Authority.....                  | 4,513.73 |
| Total Safety US.....                            | 51.00    |
| Verizon.....                                    | 23.39    |
| Vicki Horst.....                                | 12.99    |
| WRT .....                                       | 166.24   |
| Wages, Benefits, Employer Taxes (December)..... | 9,055.61 |

Engineer Report:

**Phase I:**

- ✓ Sewer lining: Completed and video is being reviewed. There are a couple spots that need patching.
- ✓ Budget: About \$120,000 is left in the budget for this project.

***CBDG:***

**Options:**

- ✓ Water main on Elm Avenue without street repair approximately \$160,000
- ✓ Water main on Elm Avenue with street repair approximately \$430,000.

Moved by Martwick, seconded by Glasser to combine money from the two projects (CBDG & RD Phase I) to complete the water main and street repairs using CTB, no class 5, without going over budget by any more than \$20,000. Motion carried unanimously. This project should take about a month to be completed. The goal is to have the bid opening at the March meeting.

Ordinance 2018-14: Moved by Schirado seconded by Martwick to place on second and final reading this ordinance to fine those who build without a building permit one hundred dollars (\$100.00) Motion carried unanimously.

City Auditorium: City maintenance will fill cracks in wall with spray foam insulation before any additional work is done.

Mobile Home Court Applications: Moved by Schirado, seconded by Martinez to approve the applications for Johnson's Trailer Park. Motion carried unanimously.

Block 22, Lot 1: The County wants to sell to the city for \$1.00 plus filing costs. No action was taken.

Emergency Manager: The battery is shot for the EM trailer. A portable self-adjusting generator is around \$4,000, looking for a grant to purchase one.

Building Inspector: Moved by Schirado, seconded by Martinez to table this item. All voted no, motion failed. No further action was taken.

Ordinance 2019-1: Moved by Schirado, seconded by Martinez to place this ordinance on first reading to eliminate the 3 hour wait time before calling a special meeting. Motion carried unanimously.

Resolution 2019-1: Moved by Martwick, seconded by Schirado to pay \$30.00 per councilperson for each special meeting attended. Motion carried unanimously.

Old Fire Hall: One garage door has been installed, the second will be done this week. Special thank you to Alex Martinez and Louis Martinez for installing the door~job well done! The old doors will be disposed of in the city landfill.

Special Assessment Software: Moved by Schirado, seconded by Orcutt to approve the quote from Black Mountain Software to custom develop the software to accept a receipt from Morton County for Special Assessments paid each month. Motion carried unanimously.

Maintenance Report:

- ✓ Exam: Moved by Schirado, seconded by Martinez to approve registration for 2 water certification exams for Mr. Hoerauf. Motion carried unanimously.
- ✓ Lagoon was pumped
- ✓ New brooms have been received and installed on skid steer and sweeper.

- ✓ Christmas lights have been taken down, thank you to Doug Martwick for the help.
- ✓ Burn permit for the landfill has been approved, waiting for snow cover.
- ✓ Card reader for the SD card has been received and works.
- ✓ Snowplow hydraulics seemed to be working again. Will probably have this checked out during the summer.
- ✓ Crushing concrete and asphalt at the landfill. A proposal was considered for 800 ton to be crushed and used for the city while the company doing the work would retain the remaining 6,000 tons. No action was taken. Additional quotes will be obtained.

Resolution 2019-2: Moved by Schirado, seconded by Martwick to increase the water shut off to \$50.00 and \$50.00 for water turn on. Voting yes: Schirado and Martwick. Voting no: R Duppong, Orcutt, Martinez and Glasser. Motion failed. Moved by Glasser, seconded by Schirado to charge \$50.00 to shut water off and \$50.00 to turn water on for those whose water is turned off due to nonpayment of their water bill and \$15.00 off and \$15.00 on for all other reasons. Motion carried unanimously.

Police Contract: Moved by Schirado, seconded by Martinez to approve the 2019 contract with Morton County. Motion carried unanimously.

North side surveying: The GU Park District has committed \$500.00 to help with the surveying costs. Thank you Park District.

Library Special Assessments: Moved by Martwick, seconded by Schirado to take funds from the library fund to pay for the special assessments at the library. Motion carried unanimously.

Auditor Duties: Moved by Schirado, seconded by R Duppong to allow the auditor to make online and in person transfers between all accounts as needed and to receive bank statements and other information from the bank as necessary to complete financial transactions. Motion carried unanimously.

Beverage Station: Moved by Schirado, seconded by Martinez to purchase a used fridge for \$75.00 for use in the council room and to purchase a countertop for on top of the filing cabinet. Motion carried unanimously.

Vacation Help: Moved by Schirado, seconded by Glasser to hire Beverly Koller as temp help during the auditors vacation at \$15.00 per hour. Motion carried unanimously.

Adjourn: With no further business, it was moved by Schirado, seconded by Martinez to adjourn the meeting. Motion carried unanimously.

Calendar:

Regular Meeting: Monday, January 14, 2018 at 7:00pm

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Audrey Duppong, Mayor

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Vicki Horst, Auditor