

Regular Meeting
December 9, 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: Gary Glasser, Raquel Helgeson, Doug Martwick, Chasity Orcutt and Anthony Schirado. Also present: Steve Glasser, Jesse Wetzel, Mike Roers, James Farrell, N Bittner, and V Horst.

Minutes: Moved by Martwick, seconded by Orcutt to approve the minutes from the regular meeting on November 11, 2019 and the special meetings on November 18 and December 5, 2019. Motion carried unanimously.

Bills and Financial Report: Moved by Schirado, seconded by Glasser to approve the November financial report and pay the December bills. The full payment to BEK will be paid which was \$51.26 over the budgeted amount. Motion carried unanimously.

Dakotaland Feeds, LLC	50.00
Farrell, James	470.79
Farmers Union	466.92
Ferguson Waterworks	75.00
Glen Ullin Regional Airport	53.94
Glen Ullin Super Valu	12.67
Glen Ullin Times	221.68
John Mahoney	600.00
Lince Sanitation	9,230.00
Marshall Lumber Company	106.36
Matthew Bender	65.43
Morton County Auditor	3,360.00
Napa	225.14
North Dakota Department of Health	41.00
North Dakota Rural Water Systems Association	245.00
North Dakota Water Users Association	100.00
Office of State Auditor	320.00
North Dakota One Call, Inc	4.80
Schirado Enterprises LLC	300.00
Amazon.com	76.23
Glen Ullin Job Development	216.92
Montana-Dakota Utilities Co	2,321.76
Southwest Water Authority	8,139.45
Verizon	53.91
WRT	167.20
Capital Equipment	32,425.00
RFDC	20,000.00
BEK	3,817.44
Moore Engineering, Inc.	3,741.07
Moore Engineering, Inc.	2,000.00
Morton County	199.01
ND League of Cities	60.00
Wages, Benefits, Employer Taxes (November)	15,411.91

Building Permit: Moved by Schirado, seconded by Martwick to approve the commercial building permit pending zoning change for Steve Glasser outside of city limits within city jurisdiction. Motion carried unanimously with Glasser abstaining.

Zoning Change: Moved by Schirado, seconded by Orcutt to dispense with the Zoning Commission preliminary and final meeting and to approve preliminary zoning change requested by Steve Glasser. Motion carried unanimously with Glasser abstaining. Public Hearing and final vote will be held on December 26, 2019 at 8:00pm. Mr. Glasser will pay for the public hearing/special meeting.

GPS Maps: Moved by Helgeson, seconded by Schirado to not pursue additional online maps at this time. Motion carried unanimously.

Fence: The fence at 212 E St S was built without a permit and the fencing materials do not follow city ordinance. The attorney will be consulted for further action.

Maintenance Report:

- ✓ Open Maintenance Position: 3 applicants will be interviewed later this week.
- ✓ New truck is working well, was used for snow removal this week
- ✓ Everything is put away inside for the winter
- ✓ Sweeper needs work
- ✓ A cage should be made for the loader for hanging the Christmas lights.

Clean Out: Between F & G Street in the 100-block alley, no quotes were received. Steve Glasser, present at the meeting, will get the city a quote.

Mobile Home Court Applications:

- ✓ Moved by Martwick, seconded by Glasser to ask the zoning board to have a meeting to discuss changing part of Block 5 from R5 Mobile Home Court to R4 Manufactured homes. This will be schedule for sometime in January. Motion carried unanimously.
- ✓ Moved by Martwick, seconded by Helgeson to prorate the application fee for Jesse Wetzel since he only owned the court for half the year. Motion carried unanimously.
- ✓ Moved by Glasser, seconded by Martwick to approve the annual mobile home court applications for R Johnson, M Roers and A Schirado. Motion carried unanimously with Schirado abstaining.

Random Drug & Alcohol Contract: Moved by Martwick, seconded by Glasser to sign this contract with the League of Cities. Motion carried unanimously.

WRT: Moved by Martwick, seconded by Helgeson to remove the phone line at the city auditorium. Motion carried unanimously. 348-3951 will now ring in the Library only.

406 B St S: This property has not been sold. Moved by Martwick, seconded by Schirado to find someone to tear this house down to comply with Custer Health District's directive. Motion carried unanimously.

2020 Hydrant Project: Moved by Schirado seconded by Helgeson to approve the project specs as presented with a bid opening date of February 10th. Motion carried unanimously with Glasser abstaining. The specs will be sent to the project administrator for approval before publishing.

End of Year Bonus: Moved by Martwick, seconded by Schirado to give \$100.00 gift cards to permanent employees and a \$50.00 gift card to the part time summer help. Motion carried unanimously.

January 2020 Raises: No raise for maintenance until a CDL is received. Moved by Schirado to give the Auditor a 3% raise on auditor salary and no raise on the water billing salary. Motion died for lack of a second. Moved by Glasser seconded by Helgeson to give the auditor a \$3,000

annual raise with 66% coming from the auditor budget and 33% coming from the water budget. Voting yes: Glasser, Helgeson, and Martwick. Voting No: Orcutt and Schirado. Motion carried.

RFDC: Moved by Schirado, seconded by Martwick to pay an additional \$20,000 towards the street project loan. Motion carried unanimously. Money for this payment comes out of the city sales tax fund.

Truck Loan: Moved by Schirado, seconded by Glasser to accept the offer of a loan for the new snow plow truck with Dakota Community Bank. Terms: Five years, semi-annual payments, 4.00% fixed interest. Motion carried unanimously.

Mayor's Annual Appointments: Moved by Glasser, seconded by Schirado to approve the following appointments by the mayor. Motion carried unanimously.

Airport	Gene Glasser	12-31-2024
Job Development	Art Hellman	12-31-2021
Job Development	Duane DelaBarre	12-31-2021
Job Development	Jolene Muscha	12-31-2021
Transportation	Raquel Helgeson	12-31-2022
Visitors	Kim Glasser	12-31-2023
Zoning	Doug Martwick	12-31-2021
Zoning	Gary Glasser	12-31-2024

Insurance: Moved by Glasser, seconded by Helgeson to add full coverage to the new truck with 100/250 deductible and remove full coverage from the 1997 Chev. Pickup. Motion carried unanimously.

USDA RD Financial Reporting Workshop: The auditor will attend this free class on January 9 in Washburn.

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

Calendar:

1-13-2020, Monday, Regular Meeting at 7:00pm
12-12-2019 Thursday, Interviews at 7:30pm
12-13-2019 Friday, Interview at 4:00pm
12-26-2019, Thursday, Public Zoning Hearing at 8:00

Audrey Duppong, Mayor

Vicki Horst, Auditor