

Regular Meeting  
April 9, 2018

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:30PM in the Council Chambers starting with the Pledge of Allegiance. Roll Call: Dennis Emter, Gary Glasser, Alex Martinez, Doug Martwick, Anthony Schirado and Sid White\*\*. Also present: Deputy Aguon, Jerod Klabunde, Luke Arnold, Melissa Kuznia, Karen Schirado, Laura Wehri, Carol Kinnischtzke, Nancy Bittner, John Mahoney, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Glasser, seconded by Schirado to approve the minutes from the regular meeting on March 12, 2018. Motion carried unanimously.

Bills: Moved by Schirado, seconded by Emter to approve the March financial report and pay the April bills. Motion carried unanimously.

Cole Papers Inc.....	130.65
Farmers Union Oil.....	621.05
Glasser Welding & Excavation Inc. ....	1,115.00
Glen Ullin Job Development.....	263.67
Glen Ullin Regional Airport.....	217.58
Glen Ullin Super Valu.....	145.52
Glen Ullin Times.....	227.49
Jerome Koehler.....	5,821.51
John Mahoney.....	600.00
Lince Sanitation.....	8,680.00
Linda Morris.....	3,000.00
Marshall Lumber.....	69.77
Matthew Bender.....	61.75
Michael Todd & Company, Inc.....	79.21
MDU.....	58.98
MDU.....	2,842.07
Michael Todd & Company, Inc.....	287.45
Morton County Auditor.....	3,360.00
Napa.....	74.87
ND Department of Health.....	16.00
Southwest Water Authority.....	6,440.33
Verizon.....	34.90
WRT.....	173.58
Wages, Benefits, Employer Taxes (March).....	10,201.12
Black Mountain Software.....	1,213.75
Arntson, Stewart, Wegner PC.....	7,178.42
The Bismarck Tribune.....	336.17
Glen Ullin Times.....	334.96
Bank of ND.....	39,708.14

Library: Director of Library, Laura Wehri, was present to inform the council of some regulations that will be enforced by the State Library Board. Attorney Mahoney will check into the regulations and advise the council. Moved by Martinez, seconded by Schirado to table this issue until more information is obtained. Motion carried unanimously.

Junk Vehicles: Titles were reviewed from owner of excess autos at 206 E Street S. Councilmen Martinez will verify the titles against vehicles parked at this address. A letter will be sent to the owners of junk vehicles at 301 D St S.

Sheriff's Report: Written report was reviewed, Deputy Aguon had nothing new to report.

Engineer Report:

*RD Phase I Project:* the low bidder was BEK Consulting, LLC. The subcontractors and suppliers list was reviewed. The construction cost is 4,486,713.00 dollars.

*Award Contract:* Moved by Martwick, seconded by Glasser to award the Phase I project contract to BEK Consulting, LLC with a base bid of \$2,641,547.00 also including Alternate 1, 2 & 3 with an immediate change order to reduce alternate 3 to part of three which reduces the cost by \$573,460.00. Motion carried unanimously.

*2017 South Ave Project:* Moved by Schirado, seconded by Martinez to approve change order #3 for \$55,406.01 which is a reduction from the previously submitted change order #3. Motion carried unanimously.

*Lighting:* there are 2 extra street light poles which will be moved to the landfill for storage and the lights are stored in the bus garage.

*Payment to Knife River:* Moved by Schirado, seconded by Martinez to pay \$100,000 to Knife River. Motion carried unanimously.

Site Authorization: Moved by Martwick, seconded Emter to approve the Site Authorization for American Foundation for Wildlife at the Social Club. Motion carried unanimously.

Car Show: Moved by Emter, seconded by Martinez to allow South Ave to be blocked off from Main St to B St for the annual car show on June 30 from 1-6pm. Motion carried unanimously.

Water Billing Procedure: Moved by Martwick, seconded by Schirado to approve the water billing procedure regarding amounts that have been assessed to the property for non-payment. When a water bill is assessed to the property the amount will be written off the account at that time and the billing will start from zero dollars going forward. Motion carried unanimously.

Aflac: The city does not have at least three people interested to form a small group. No action taken.

NDIRF: The property claim for damage to the Glen Ullin Pharmacy has been paid. The board felt this may not be the cities fault but the fault of heaving concrete and pavement.

Sidewalk Snow Removal: Moved by Glasser, seconded by Emter that the sidewalk snow removal policy is changed to: Sidewalks in the downtown area will be cleaned by city personnel as time allows but the property owners are responsible to see that snow is removed timely. Each business will need to sign a waiver yearly releasing the city from damages due to the city not cleaning the sidewalk. The skid steer will only clean 2 feet from any building and the rest the property owner will still need to clean. Motion carried unanimously.

8:30 Recess: moved by Glasser, seconded by Emter to reconvene after the Board of Equalization meeting. Motion carried unanimously.

8:40 Reconvene

Building Repairs: Bids were opened.

*Auditorium Gutters:* Moved by Martinez, seconded by Emter to award the repair/replacement of the gutters on the auditorium to Ray Haverluk for a price of \$450.00. Motion carried unanimously.

*Window Installation:* Moved by Glasser, seconded by Martwick to accept the low bid for labor from Ray Haverluk to install the large council room window for \$550.00. Motion carried unanimously.

*Window:* Moved by Schirado, seconded by Martwick to approve the double hung window recommended by Mr. Haverluk. Motion carried unanimously.

Landfill:

*Employee:* Moved by Martwick, seconded by Emter to hire Don Schumacher to run the landfill at \$14.00 per hour. Motion carried unanimously.

*Opening Date:* Moved by Emter, seconded by Martinez to open the landfill on Wednesday May 2, 2018 weather permitting.

Maintenance Report:

*Seasonal Help:* Moved by Schirado, seconded by Emter to advertise for fulltime seasonal help in the local paper and on Job Service. Motion carried unanimously.

*JD Tractor:* Mr. Koehler has the tractor ready to go. The council felt they will use the tractor as is and leave the front wheel assist disconnected.

*Equipment Repairs:* The hoist has been fixed on the 550 Ford truck, the sweeper and roller are both ready to go.

*Lawn Mower:* Bids were reviewed from RDO, Dakota Farm Equipment and misc. weed eater bids. Moved by Schirado, seconded by Martinez to purchase the Z930M commercial mower with a 60" deck for \$8,695.00 and a weed eater model #91 for \$295.00 from Dakota Farm Equipment of Elgin. The mower will have a 3 year bumper to bumper warrantee along with training for use and maintenance of the mower. Motion carried unanimously.

\*\* Sid White arrived by phone

Schirado Fences: Moved by Emter, seconded by White to have Karen Schirado remove all her fences from city streets and alleys. Motion carried unanimously. Mr. Mahoney will send her a follow up letter.

Water Surcharge: Discussion was held on charging an extra \$10-\$15 a month for all water and sewer users out of the city limits. Moved by Martwick, seconded by Emter to table this surcharge resolution until the special assessments are charged.

Emergency Management: The Morton County Emergency Operations Plan has been completed and is on file with the maintenance department, council chambers and auditor's office. Moved by Glasser, seconded by Emter to pay Shawn Dziuk as the temporary Emergency Manager in the absence of Tim Jeffries. Motion carried unanimously.

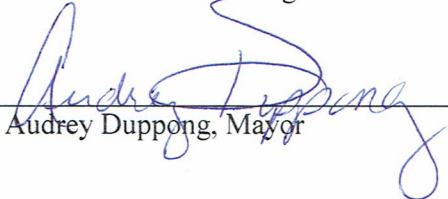
Bank of ND: The first payment on the 2017 South Avenue project is due. Moved by Glasser, seconded by Schirado to borrow the money for the payment from the street light fund and replace the money when we receive our first special assessment money. Motion carried unanimously.

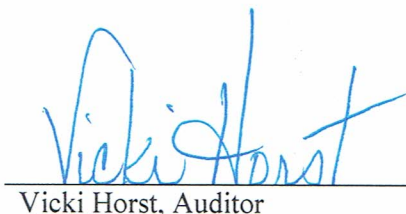
Adjourn: With no further business, it was moved by Schirado seconded by Emter to adjourn the meeting. Motion carried unanimously.

Calendar:

Regular meeting: May 12, 2018 at 7:30pm

Preconstruction Meeting: TBD

  
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Audrey Duppong, Mayor

  
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Vicki Horst, Auditor