

Regular Meeting
August 14, 2017

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:30 PM in the Council Chambers starting with the Pledge of Allegiance. Roll Call: Dennis Emter, Gary Glasser, Doug Martwick, and Anthony Schirado. Absent: Sid White. Guests: Deputy Zack Aguon, Alex Martinez, Bruce Morman, Doug Schaefer, Tim Jeffries, Melissa Rotzien, Luke Arnold, Nancy Bittner, Shawn McLaughlin, & V Horst.

Minutes: Moved by Martwick, seconded by Schirado to approve the minutes from the regular meeting on July 10, 2017 and special meeting on August 10, 2017. Motion carried unanimously.

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

Lince Sanitation	7,750.00
Dakota Pump & Control	1340.00
Duppong's Inc.....	278.00
Farmers Union Oil	641.68
Glen Ullin Job Development	582.63
Glen Ullin Regional Airport	28.20
Glen Ullin Times.....	445.05
John Mahoney.....	600.00
Marshall Lumber.....	13.99
MDU	1,411.50
Morton County Auditor	3,360.00
Napa	340.06
ND Department of Health.....	16.00
ND One Call Inc.	9.00
Glen Ullin Super Valu	49.99
Vicki Horst.....	498.09
Ferguson Waterworks	907.27
Glasser Welding & Excavation Inc.....	6,537.50
Farmers Union Insurance.....	276.00
The Bismarck Tribune	392.00
Dakota Farm Equipment.....	84.96
Southwest Water Authority.....	12,507.36
Verizon.....	34.71
WRT	174.15
Wages, Benefits, Employer Taxes (July).....	12,135.54

Vacant Council Position: Moved by Martwick, seconded by Schirado to appoint Alex Martinez to the open council position. Motion carried unanimously. The oath of office was taken by new council member Martinez and he took his place at the table. Welcome to the Council!

Fall Festival: Bruce Morman attended to update the council on the location of activities for the fall festival due to the South Ave Street reconstruction. The parade route will be from the Marian Manor Health Care following Oak Ave to Third Street. The street dance will be held on

the North end of Main Street. Moved by Martwick, seconded by Emter to pay for the porta potties for the Fall Festival. Motion carried unanimously.

Building Permit/Variance: Moved by Schirado seconded by Emter to approve the 6' variance for the property at 303 Second St S. Motion carried unanimously.

Building Permit Fees Clarification: If a deck is removed and made larger, only the extra square footage is to be charged which will most likely be the minimum fee of \$80.00.

Emergency Manager: Tim Jeffries was present to discuss current issues with the emergency management department. With board approval, he will contact BNSF to see if they would manage the cattails along the tracks near 5th & 6th Street. The emergency radios will need to be updated to add the state radio channels. The board asked that any request for funds be in writing and presented to the board for approval.

NDPDES Application: Moved by Martwick, seconded by Glasser to approve this application for storm water discharge associated with construction activity. Motion carried unanimously.

Engineering Report:

Task Order #2: Moved by Martwick, seconded by Emter to pay Moore Engineering \$92,500.00 for the design phase of the South Ave Project contingent on receiving the money from our loan application. Motion carried unanimously.

Task Order #3: Moved by Schirado, seconded by Emter to approve this task order for approximately \$162,000.00 for Resident Project Representation Services. Motion carried unanimously.

Pedestrian Lights: The cost will be checked for adding two pedestrian lights to Burlington Park.

Spec plans for Phase 1 of the RD project are available in the office for review by the council before next month's meeting.

Advertise for bids: At the September meeting, we should approve the advertisement of bids for Phase one of the RD Project.

Contact Person: moved by Emter, seconded by Schirado to appoint Mr. McLaughlin as the contact person for the South Ave Project. Motion carried unanimously.

D Street Sidewalk Maintenance: Moved by Marwick, seconded by Glasser to have city maintenance maintain the first 30 feet of county right of way for the school crossing. Motion carried unanimously.

Transportation Department: We will continue to advertise the open positions. Other vehicles that may not need a CDL to drive them will be explored.

Preliminary Budget: Moved by Schirado, seconded by Glasser to approve the preliminary budget as presented with no mill increase and the following wage increases. Effect January 1, 2018-Water Meter Reader \$200.00 per month, full time Maintenance \$20.00-\$22.00 per hour plus benefits depending on CDL status, seasonal maintenance \$12.00 per hour, Emergency Management \$150.00 per quarter, Janitor \$12.00 per hour, Water Billing & Receiving \$790.90 per month, Auditor \$2079.36 per month. Motion carried unanimously.

Maintenance:

Degreaser: Moved by Emter, seconded by Schirado to purchase a 50-gallon drum of degreaser for the lift station. Motion carried unanimously.

Railroad Mowing: Moved by Emter, seconded by Schirado to mow the railroad property on the North side of the tracks, no haying allowed. Motion carried unanimously.

Shop Door: Midwest Doors will be contacted to fix door #1.

Seasonal Help: Moved by Schirado, seconded by Emter to hire John Hasley at \$12.00 per hour for the landfill and seasonal grass mowing. Motion carried unanimously.

Debit Card: Moved by Schirado, seconded by Martwick to get a debit card for use by the mayor. Motion carried unanimously.

Special Assessments: Moved by Martwick, seconded by Emter to approve the list of special assessments (tree removal, grass mowing, water bill, building removal) which will be submitted to the county for addition to the 2017 tax roll. Motion carried unanimously.

Transfer for Funds: Moved by Glasser, seconded by Emter to transfer \$40,000.00 to the Sewer Fund (602) from the Sales Tax Fund (701) for the 2016 Railroad Crossing Project. Motion carried unanimously. Moved by Glasser, seconded by Schirado to transfer \$12,000 from the General Fund (100) to the Highway Fund (201) for the purchase of the 2005 Ford Truck. 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: September 11, 2017 at 7:30pm

South Avenue Construction Meetings: Wednesday mornings at 8:00am until project complete

Audrey Duppong, Mayor

Vicki Horst, Auditor