

Regular Meeting
January 8, 2018

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 6:00PM in the Council Chambers starting with the Pledge of Allegiance. Dennis Emter, Gary Glasser**, Doug Martwick, Anthony Schirado and Sid White. Absent: Alex Martinez. Also present: Chris (Interstate Engineering), Deputy Brian Kirchmeier, Mike Foertsch, Nancy Bittner, and Vicki Horst.

Minutes: Moved by Martwick, seconded by Schirado to approve the minutes from the regular meeting on December 11 and the special meeting on December 19, 2107. Motion carried unanimously.

Engineer Report:

ISO: Discussion was held on the recent ISO rating change. Concerns with some of the low pressure hydrants were discussed. Would the council like to do a water analysis to determine the strengths and weakness of our water system? Costs would be around \$20,000 to \$30,000. The council felt they would like to wait until after our current water repair project is complete to see if the problem will be corrected.

Go to Person: Mr. Foertsch recommended having an appointed person to make small day to day decisions on our Phase I project to make the project go smoother.

2017 Project Successes/Failures: Discussion was held on what worked well for the project this past summer and what didn't work so well. Everyone was in agreement that weekly construction meetings are a must with Wednesday the best day for the meeting. Going over budget was a huge fail, day to day decisions that increased the budget need to be better managed.

Moore Engineering Contact: Luke Arnold will be the Phase I project design engineer, Darrell Grannis, the Resident Project Rep on site along with Melissa Rotzien. We may have a new engineer as the main point of contact to attend meetings etc. Mr. Foerstch will introduce him at our next city council meeting for consideration.

Storm Sewer: Another option was presented for fixing the storm sewer at South Ave and F Street. Besides the other 2 options already presented, we could add another inlet underneath the railroad box culvert along County Road 88. A proposal for consideration will be brought to the February meeting.

Mr. Foertsch stated that they would like to remain our engineering firm and will continue to work hard to resolve any errors and issues that need corrections.

**Gary Glasser arrived at the meeting

Special Liquor License: Moved by Schirado, seconded by Emter to approve the special license for The Social Club on February 10, 2018 for a Charity Pinochle Tournament. Motion carried unanimously.

Building Repair: Tabled until we have a bid to replace the front window.

Mobilehome Court Applications: Moved by Martwick, seconded by Glasser to approve the application from Wetzel Trailer Park. Motion carried unanimously.

Vacant Lot: Morton County gave the vacant lot at 306 C St S to the city for unpaid taxes of 12,013.10. Tabled until further notice.

Listing of depository banks, Resolution 2018-1: whereas, it is necessary for the city auditor to deposit monies from time to time, and whereas, it is necessary for the city auditor to draw upon the deposits, now therefore, be it resolved that the following banks be named for depository funds;

Bank of Glen Ullin: Checking account, Money Market, ICS Accounts, and CDARS Accounts.

Dakota Community Bank: Checking Account-Water Funds only.

Moved by White, second by Glasser to adopt Resolution 2018-1. Motion carried unanimously.

Sign: A discussion was held about adding a digital clock/thermometer for the outside of the municipal building for approximately \$8,000. No action was taken.

Additional Loan: Moved by Emter, seconded by Martwick to approve the following documents regarding the additional \$265,000 loan from the Bank of North Dakota for the South Avenue Project. Loan Resolution, Loan Agreement, Closing Certificate and Warrant. Motion carried unanimously.

Maintenance Report:

Safety equipment has arrived and is working well.

Street lights have been installed on South Avenue and turned on.

Lagoon has been pumped from cell 2 to 3, there are some frozen inlets.

Skidsteer had a ball joint replaced.

Heat deflectors in shop weren't in the correct locations, they have been moved into place and the furnace is now working well.

Snowplow and sanding truck have been out for employees to get comfortable with the equipment.

Light poles: Moved by Emter, seconded by Martwick to sell 30 of the 38 poles stored at the landfill at \$66.50 apiece. Motion carried unanimously.

Bills: Moved by Emter, seconded by White to approve the December and 2017 Year End financial report and pay the January bills. Motion carried unanimously.


Farmers Union Oil.....	40.00
Ferguson Waterworks.....	48.00
Ferguson Waterworks.....	75,250.00
Glen Ullin Public Library	1,000.00
Glen Ullin Job Development	1,420.81
Glen Ullin Regional Airport.....	185.62
Glen Ullin Times	688.21
J.M. Gerving Machine Shop.....	120.14
John Mahoney.....	600.00
Lince Sanitation.....	7,750.00
Matthew Bender	63.43
Marshall Lumber	37.96
MDU	3484.55
Morton County Auditor.....	3,360.00

Napa	1,290.67
ND Department of Health	16.00
ND League of Cities	1,097.00
ND One Call, Inc.	1.00
Old Red Trail	500.00
Southwest Water Authority	4,474.70
Vallen Distribution, Inc.	2,770.16
Verizon	34.82
WRT	175.57
Structural Materials	64.00
Wages, Benefits, Employer Taxes (November)	7,262.13

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

Calendar:

Regular meeting: February 12, 2017 at 7:00pm



 Audrey Duppong, Mayor



 Vicki Horst, Auditor

Regular Meeting
February 12, 2018

President Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 7:00PM in the Council Chambers starting with the Pledge of Allegiance. Roll Call: Dennis Emter, Gary Glasser, Alex Martinez, and Anthony Schirado. Absent: Mayor Duppong and Sid White. Also present: Robin Reynolds, Carl Vyse, Mike Foertsch, Nancy Bittner and Vicki Horst.

Minutes: Moved by Emter, seconded by Schirado to approve the minutes from the regular meeting on January 8, 2018. Motion carried unanimously.

Bills: Moved by Glasser, seconded by Schirado to approve the January financial report and pay the February bills. Motion carried unanimously.

Black Mountain Software.....	1694.00
BNSF Railway Company	79.57
Amazon.com.....	20.96
Bank of ND.....	15.00
Farmers Union Oil.....	382.85
Glen Ullin Job Development.....	259.91
Glen Ullin Regional Airport.....	1,980.62
Glen Ullin Times	468.89
John Mahoney.....	600.00
Lince Sanitation.....	8,680.00
MDU	72.49
MDU	2,529.39
Morton County Auditor.....	3,360.00
Napa	290.21
ND Department of Health	16.00
ND One Call, Inc.	2.00
Southwest Water Authority	7,535.43
Verizon	34.92
Vicki Horst	63.00
WRT	175.31
Wages, Benefits, Employer Taxes (January)	11,061.53

Old Red Trail: Robin Reynolds attended the meeting to present some information and to ask for help on the Old Red Trail Committee. An ad will be placed in the paper asking for volunteers.

Water Bill Adjustment: Moved by Glasser, seconded by Schirado to reduce Carl Vyse's water bill to \$180.00 if he pays the full balance immediately. Motion carried unanimously.

Curb Stop Repair: Moved by Schirado, seconded by Emter to replace the curb stop at 110 Third Street S when the ground thaws. Motion carried unanimously.

Land Lease: Karen Schirado was to accept the December motion for land lease at the January meeting which she failed to do. Moved by Emter, seconded by Schirado to have the attorney have her removed from city property. Motion carried unanimously.

Engineer Report:

Curb stop: 103 South Ave West will be repaired in the spring by Knife River.

Phase I Plans: Plans books were brought for review. A special meeting will be held on Tuesday, 2-13-2018 at 7:00pm to do an in depth review of the plans.

DOT Permit: Moved by Schirado, seconded by Martinez to approve this NDDOT permit to allow the installation of water main under Highway 49 near the school at a cost of \$200.00. Motion carried unanimously.

Summary of Projects: Mr. Foertsch went through the total cost of the 2016 Railroad project and the 2017 Utility/Road Project. The actual costs for the 2016 project were over budget by about \$35,700.00 and the 2017 should be under budget by about \$59,000. The engineering costs were higher than expected on both projects, about \$11,000 on the 2016 project and \$63,000 on the 2017 project. Extra meetings with the engineers and extra construction time caused the overage.

Storm Sewer: Moved by Emter, seconded by Schirado to go ahead with the original plan to fix the storm sewer on South Ave and E Street. The storm sewer will be lifted to fix the elevation problem. Motion carried unanimously.

Junk Vehicles: The junk vehicle ordinance was reviewed. The cars at 206 E St S will be checked to see if they compile with the ordinances and a couple of the council members will visit with the owner.

Blocked Alley: Moved by Martinez, seconded by Glasser to send Rud's Corporation a letter asking them to keep parked vehicles out of the alley by Rattler Gas. Motion carried unanimously.

Ordinance 2018-1: Moved by Emter, seconded by Schirado to place on first reading this ordinance to correct the error in the new ordinance book regarding horses in the city limits. Motion carried unanimously.

Ordinance 2018-2: Moved by Schirado, seconded by Glasser to place on first reading this ordinance to correct the error in the new ordinance book regarding user fees. Motion carried unanimously.

Ordinance 2018-3: Moved by Schirado, seconded by Glasser to place on first reading this ordinance to correct the error in the new ordinance book regarding sewer fees. Motion carried unanimously.

Snow Removal Wages: Moved by Martwick, seconded by Schirado to increase Sheldon Schantz's wages to \$22.00 per hour for snow removal. Motion carried unanimously.

Abatements: Moved by Emter, seconded by Glasser to deny the two abatements submitted for Lot D of Lot 24 and Lot 24 of Block 11. Voting yes: Emter, Glasser, and Schirado. Abstaining: Martinez. Motion carried.

ND Department of Health Contract: Moved by Schirado, seconded by Glasser to approve the laboratory contract with the ND Department of Health. Motion carried unanimously.

Maintenance Report:

Water meter replacement: 23 meters are left to be replaced.

Water Parts inventory was taken.

Cell #2 is still frozen.

Truck Repair: Moved by Emter, seconded Martinez to turn in the claim for damage on the 2005 Ford truck to NDIRF. Motion carried unanimously.

Sweeper: Jim Roth from Hebron will help Mike get the sweeper going.

Diesel Grant: Not interested at this time.

CDBG: If fire hydrants and gate valve replacements qualify for this grant we will apply.


Special Assessment Committee: The committee has met twice and is working on the special assessments. The council agreed with the committee that all properties will be taxed and properties will be taxed based on the street front footage. The committee hopes to have everything ready for the council to review at the March meeting. The auditor will look into software options to keep track of the special assessments.

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

Calendar:

Special meeting: February 13, 2018 at 7:00pm

Regular meeting: March 12, 2018 at 7:00pm



Doug Martwick, President



Vicki Horst, Auditor

Glen Ullin Project Summaries:

San Swr RR Crossing

2/12/2018

Construction Bid: \$203,873

Contingency: \$20,387

Construction Budget: \$224,260

Actual Construction: \$259,971

Over \$35, 711

Wet material in trench

Fiber optic cable conflict

Additional paving due to trench width

Engineering Services:

Contract: \$84,000

Final Cost: \$94,922

Over \$10,922

Potential LDs: \$15,157

Not claimed

South Ave

Construction Bid: \$1,673,590

App'd Change Orders: \$157,313 (CO's 1, 2, & 3)

Contract Price: \$1,830,903

Estimated final construction cost: \$1,771,322

Under \$59,581

Engineering Services:

Contract: \$254,220

Estimated cost to complete: \$317,640

Over \$63,420

Add'l construction time, extra meetings, etc.

Special Meeting
February 13, 2018

Mayor Audrey Duppong called the special meeting of the Glen Ullin City Council to order at 7:00pm in the Council Chambers. Roll Call: Dennis Emter, Gary Glasser, Alex Martinez, Doug Martwick, and Anthony Schirado. Absent: Sid White. Others Attending: Janelle Swanson, Vicki Horst

Agenda: Pesticide Class
Review Phase I Plans

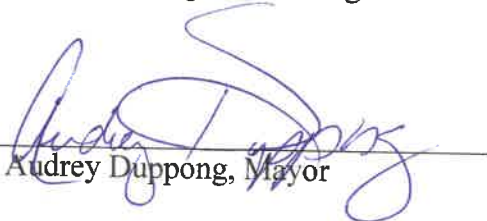
Moved by Emter, seconded by Martwick to send Mr. Hoerauf to the Pesticide Class on March 8 in Hebron for a cost of \$30.00. Motion carried unanimously.

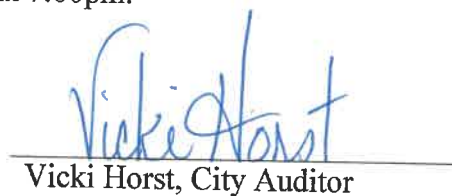
Moved by Emter, seconded by Martinez to approve the revised plans for Phase I with a couple of corrections. Two manholes need to be added to the plans and one needs to be removed since it was recently replaced. Three sewer lines have not been mapped, their location needs to be discovered and added to the project. With these corrections the plans should be put out for bids with the bid opening in March. Motion carried unanimously.

Janelle Swanson gave a summary of the Main Street ND Summit that she attended in Bismarck the last couple of days.

Adjourn: Moved by Emter, seconded by Schirado to adjourn the meeting. Motion carried unanimously.

Calendar: Regular meeting-March 12, 2018 at 7:00pm.


Audrey Duppong, Mayor


Vicki Horst, City Auditor

Regular Meeting
March 12, 2018

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:00PM in the Council Chambers starting with the Pledge of Allegiance. Roll Call: Dennis Emter, Gary Glasser, Alex Martinez, Doug Martwick, and Anthony Schirado. Absent: Sid White. Also present: Tim Jeffries, John VanDyke, Deputy Aguon, Mike Foertsch, Jerod Klabunde, Nancy Bittner, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Schirado, seconded by Glasser to approve the minutes from the regular meeting on February 12, 2018 and the special meeting on February 13, 2018. Motion carried unanimously.

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

NDSU Pesticide Program.....	30.00
Ferguson Waterworks	4,110.52
Glen Ullin Job Development.....	263.67
Glen Ullin Regional Airport	2,007.16
Glen Ullin Times.....	396.72
John Mahoney	600.00
Lince Sanitation	8,680.00
Marshall Lumber	23.98
MDU	117.96
MDU	3,415.53
Michael Todd & Company, Inc.	287.45
Morton County Auditor.....	3,360.00
Napa	609.74
ND Department of Health.....	16.00
Southwest Water Authority.....	5,545.04
Verizon.....	34.90
WRT	178.46
Wages, Benefits, Employer Taxes (February).....	11,740.43

Emergency Management: The emergency manager, Mr. Jeffries will be gone from April – August. Shawn Dziuk will fill in during that time.

Resolution 2018-1. Moved by Schirado, seconded by Emter to approve this Resolution of Promulgation Local Emergency Operations Plan. Motion carried unanimously.

Cats/Dogs: Dr. Henderson will no longer pick up loose dogs as she is working out of town. Stray and pet cats have been causing problems in town. If anyone would like to borrow a live trap from the city they are available for use.

Main Street Initiative: John VanDyke from Interstate Engineering gave a short presentation on the Main Street Initiative Conference held in Bismarck last month.

Engineer Report:

Jerod Klabunde was present to meet the council and to review and update the council on our current projects.

Sheriff's Report: Starting March 19th the deputies will be randomly walking through the schools of Morton County about three times a week.

Ordinance 2018-1: Moved by Schirado, seconded by Emter to place on second and final reading this ordinance to correct the error in the new ordinance book regarding horses in the city limits. Motion carried unanimously.

Ordinance 2018-2: Moved by Schirado, seconded by Martwick to place on second and final reading this ordinance to correct the error in the new ordinance book regarding user fees. Motion carried unanimously.

Ordinance 2018-3: Moved by Schirado, seconded by Martinez to place on second and final reading this ordinance to correct the error in the new ordinance book regarding sewer fees. Motion carried unanimously.

Sidewalk-107 Main St S: Moved by Emter, seconded by Martwick to allow a handicap assessable sidewalk for this building as proposed by Councilmen Martinez. Motion carried unanimously with Martinez abstaining.

ND Department of Health Contract: Moved by Schirado, seconded by Glasser to approve the chemistry laboratory contract with the ND Department of Health. Motion carried unanimously.

Assessor: Moved by Schirado, seconded by Emter to approve the 2018 Assessor Contract. Motion carried unanimously.

Community Grant: The city will complete an application requesting grant money for replacing the front window and the downspouts on the City Hall.

CBDG: An application will be submitted for replacing fire hydrants and gate valves. Mr. Schirado will work on getting the information needed to complete the application.

Maintenance Report:

Classes: Maintenance Superintendent attended two classes this month. Mr. Hoerauf has received his pesticide license.

Grounds Equipment: Moved by Schirado, seconded by Martinez to check into prices for another weed eater and a zero turn riding mower.

JD Tractor Repairs: Moved by Emter, seconded by Schirado to give 2 additional weeks to Mr. Koehler to have our JD tractor fixed. Fixed or not, it will be removed from his shop. Motion carried unanimously.

Attorney: Mr. Glasser and Mr. Martinez will map the location of the fences located on city property on the North side of town so the attorney may start proceedings to have them removed.

Junk Vehicles: A certified letter will be sent to the owner of the cars at 206 E St S regarding this ordinance. Titles and proof of insurance will be required for each vehicle at this location by April 9, 2018. Any vehicles without proper documentation will be towed on April 10, 2018.

Special Assessment Software: Moved by Schirado, seconded by Martwick to purchase the software from Black Mountain Software at an initial cost of \$4,855. This includes the purchase price, training and tech support, and one time conversion fee. Annual fees will be around \$700.00 for each year that the software is used.

Special Assessment Committee: Has met six times to finalize the special assessments. Maps with footage have been drawn up and approved for the 2 special assessment projects.

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

Calendar:

Bid Opening: March 22, 2018 at 10:00am

Petitions to be on Ballot due: April 6, 2018 at 4:00pm

Regular meeting: April 9, 2018 at 7:30pm

Board of Equalization: April 9, 2018 at 8:30pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

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.

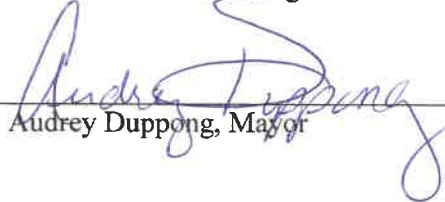
Bank of ND: The first payment on the 2017 South Avenue project is due. Moved by Glasser, seconded by Schirado to borrow the money for the payment from the street light fund and replace the money when we receive our first special assessment money. Motion carried unanimously.

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



Audrey Duppong, Mayor



Vicki Horst, Auditor

Regular Meeting
May 14, 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: Gary Glasser, Alex Martinez, Doug Martwick, Anthony Schirado and Sid White. Absent: Dennis Emter. Also present: Mark Meyer, Jerod Klabunde, Melissa Rotzien, Dr. M Henderson, Casey Babb, Nancy Bittner, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Glasser, seconded by Martwick to approve the minutes from the regular meeting on April 9, 2018 and the Board of Equalization minutes of April 9, 2018. Motion carried unanimously.

Liquor License: Moved by Schirado, seconded by Glasser to approve the Off Sale Beer & Liquor License to Rud's Corporation at 104 E St S. Motion carried unanimously.

Building Inspector: Moved by Schirado, seconded by Martinez to table this item until next meeting. Motion carried unanimously.

Barking Dogs: Discussion was held. Ordinance 11.020 prohibits noisy dogs and complaints can be signed by affected citizens.

Official Newspaper: Moved by Schirado, seconded by White to designate the Glen Ullin Times as the official city newspaper. Motion carried unanimously.

Motorcycle Club: Moved by Schirado, seconded by Martinez to allow South Avenue to be blocked off from 2nd to Main on May 26, 2018. Motion carried unanimously with Martwick abstaining.

Food Vendor: Moved by White, seconded by Martinez to allow the Scootin' Scoop to park on South Avenue during burgers in the park as long as we do not have a restaurant. Motion carried unanimously.

Transportation Department: The bus will run for the summer starting on May 23. Moved by Schirado, seconded by White to have the Transportation Director get bids for a new bus that does not require a CDL to drive. Motion carried unanimously.

Property Boundaries: Moved by Martinez, seconded by Glasser to require residents to get a surveyor to mark property lines. The city will no longer provide this service. Motion carried unanimously.

Permit Extension: Moved by Schirado, seconded by White to extend the fencing permit for A Martinez to give him extra time to remove a tree stump. Motion carried unanimously with Martinez abstaining.

Insurance: The insurance schedules were reviewed. The old tar machine can be taken off and the portable radios checked to see which ones are insured. Old handheld radios can be removed.

Landfill Prices: The 2014 prices were reviewed and no increases were recommended.

Legal Service Agreement Amendment: Moved by White, seconded by Schirado to approve this amendment adding Ann Mahoney as an additional attorney to this contract. Motion carried unanimously.

Engineer Report:

2017 South Ave Project: Punch list was reviewed. No start date to complete project was received.

2017 South Ave Project: Moved by White, seconded by Glasser to not spend extra money we have from this project. Motion carried unanimously.

Change Order #2, Phase I: Moved by Glasser, seconded by Martinez to approve this change order allowing additional time to install the sewer liners. This is a zero cost milestone. Motion carried unanimously.

Special Meeting: A special meeting will be held Wednesday, May 23rd at 7:30pm to discuss some additional asphalt work for streets that will be partially replaced with the Phase I project. This would be at extra cost to the city and would not be added to special assessments.

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

Farmers Union Insurance	6.00
Farmers Union Oil	45.00
Glen Ullin Job Development	4.10
Glen Ullin Park District.....	1,826.40
Glen Ullin Regional Airport.....	31.65
Glen Ullin Super Valu	5.66
Glen Ullin Times	670.35
John Mahoney.....	600.00
JP Cooke Co	59.83
Lince Sanitation.....	8,680.00
Matthew Bender	62.00
MDU	2,681.17
Morton County Auditor.....	3,360.00
Napa	329.04
ND Department of Health	16.00
ND One Call	10.80
Prairie Supply Inc.	89.50
Southwest Water Authority	5,835.20
Verizon	34.82
WRT	189.00
Wages, Benefits, Employer Taxes (April)	10,073.78

Moore Engineering.....42,542.75

Maintenance Report:

Mowers: The sickle mower and the batwing are ready to go. They have been neglected and needed some work. The new mower works well.

Class: Moved by Schirado, seconded by Martinez to have Mr. Hoerauf attend the Water System O & M training in Lincoln on June 19th. Motion carried unanimously.

Durapatcher: Moved by Martwick, seconded by White to purchase 2 totes of oil now and 2 later with enough rock for the oil. Motion carried unanimously.

Clean Up Day will be May 31 & June 1.

Seasonal Help: Glasser, Schirado & Hoerauf will interview some potential applicants and bring recommendations to the special meeting May 23rd.

Curb stops: Moved by White, seconded by Martinez to repair curb stops at 110 B St S, 210 4th St S and 110 3rd St S. Motion carried unanimously. Mike Roers will be asked to attend a city council meeting to discuss his curb stop to the old bank building.

Budget Committee: Will meet one month earlier in order to comply with the new state law. The meeting will be scheduled during the 3rd week of June to have the preliminary budget ready for the July meeting.

Ordinance 2018-4: Moved by White, seconded by Martwick to place on first reading this ordinance to correct the error in the new ordinance book regarding height of grass needing to be mowed. Motion carried unanimously.

Ordinance 2018-5: Moved by Martwick, seconded by White to place on first reading this ordinance to correct the error in the new ordinance book regarding camper permits and length of time campers can be lived in. Motion carried unanimously.

Ordinance 2018-6: Moved by Martwick, seconded by White to place on first reading this ordinance to correct the error in the new ordinance book regarding the ban of man camps. Motion carried unanimously.

Ordinance 2018-7: Moved by White, seconded by Martinez to place on first reading this ordinance to remove the word "pistol" from 4.0503. Motion carried unanimously.

Ordinance 2018-8: Moved by Martwick, seconded by Martinez to place on first reading this ordinance surcharging all city utility users living out of the city limits a \$10.00 per month surcharge. Motion carried unanimously.

Mowing Agreement: Moved by Martinez, seconded by Schirado to allow Jeremy Kuntz to park his camper on the vacant lot at 306 C St S from May 1 to November 1 in exchange for mowing the lot on a timely basis. The offer will also be made to Scott Morman the neighbor on the south side of this vacant lot. Motion carried unanimously.

Fireworks: Ordinance 4.0505 only allows fireworks for sale in a location unless such person has operated a retail business wherein the business premises or merchandise was assessed by the city on April 1st in the year immediately preceding the fireworks sale. Moved by

Schirado, seconded by Martwick to give a one year exemption for Alice Fitterer's fireworks stand at 103 South Avenue West. Motion carried unanimously.

Water Bill: A letter was received from Drew Meissner asking to change his payment plan. Moved by Glasser, seconded by Martwick to not give any reduction in the water bill since he did not make any payments on his last proposed payment plan and did not contact the city when he couldn't make the payment he proposed. Motion carried unanimously.

Safe Deposit Box: Moved by Martwick, seconded by White to get a larger box at the bank. Motion carried unanimously.

Resolutions:

2018-1: Moved by Schirado, seconded by Martwick to approve this resolution. Notice to Chairman of Special Assessment Commission of Assessments to be Levied for \$2,667,000.00 for the RD Phase I project. Motion carried unanimously.

2018-2: Moved by Glasser, seconded by White to approve this resolution. Notice to Chairman of Special Assessment Commission of Assessments to be Levied for \$1,282,000.00 for the South Avenue Street & Utility Improvement Project. Motion carried unanimously.

2018-3: Moved by Martinez, seconded by White to approve this resolution directing the assessment of Sanitary, Water & Storm Sewer Improvement district number 2017-1 (RD Phase I). Motion carried unanimously.

2018-4: Moved by Martwick, seconded by Glasser to approve this resolution directing the assessment of South Avenue Street & Utility Improvement District number 2017-2. Motion carried unanimously.


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

Calendar:

Regular meeting: June 9, 2018 at 7:30pm

Special meeting: May 23, 2018 at 7:30pm

Construction Meeting: Every Wednesday 8:00am



Audrey Duppong, Mayor



Vicki Horst, Auditor

Special Meeting
May 23, 2018

Mayor Audrey Duppong called the special meeting of the Glen Ullin City Council to order at 7:30pm in the Council Chambers. Roll Call: Dennis Emter, Doug Martwick, and Anthony Schirado. Absent: Gary Glasser, Alex Martinez, & Sid White. Others Attending: Scott Myers, Mike Roers, and Vicki Horst

Agenda:

- ✓ Watermain replacement street paving
- ✓ Seasonal Help
- ✓ Curb Stop Repair/Rehab
- ✓ Minute Corrections 4-9-2018

Paving: A bid was received for paving the other half of the streets where water mains will be replaced. Moved by Emter, seconded by Schirado to not accept the paving bid from BEK Consulting and table the additional paving until a later date. Motion carried unanimously.

Change Order #3:

Manhole-County Rd 88: Moved by Martwick, seconded by Schirado to replace manhole #69 rather than a rehab as scheduled for an addition cost of approximately \$5,000. Voting yes: Schirado and Martwick. Voting no: Emter. Motion carried.

Gate Valve: Moved by Schirado, seconded by Martwick to add 1 additional gate valve on the east side of town approximately 30 feet west of G Street and Ash Avenue intersection for an approximate cost of \$1,800.00. Motion carried unanimously.

Minutes Correction: Moved by Schirado, seconded by Emter to make the correction to the April 9, 2018 minutes. Motion carried unanimously.


Curbstop: Moved by Emter, seconded by Schirado to extend the deadline for replacement of the curbstop at 102 Main St S to September 1, 2018. Motion carried unanimously. This change was acceptable to Mr. Roers.

Seasonal Help: Moved by Emter, seconded by Martwick to hire Alvin Payer for the summer at \$10.00 per hour and have Don Schumacher help him do the mowing and other jobs Mr. Hoerauf may have for them. Motion carried unanimously.

Adjourn: Moved by Schirado, seconded by Emter to adjourn the meeting. Motion carried unanimously.

Calendar: Regular meeting-June 11, 2018 at 7:30pm
Weekly construction meetings-Wednesday's 8:00am.


Audrey Duppong, Mayor


Vicki Horst, City Auditor

19745

South Ave Items	Note	Bid Qty	Unit	Unit Price	Cost
1 Saw Cut Full Depth		550	LF	\$ 2.98	\$ 1,639.00
2 Bituminous Pavement - R&R		16650	SY	\$ 1.15	\$ 19,147.50
3 Common Excavation		7700	CY	\$ 13.00	\$ 100,100.00
4 Aggragate Base Course	1.5"	3000	TON	\$ 37.00	\$ 111,000.00
5 Asphalt Base Course	3"	16650	SY	\$ 14.75	\$ 245,587.50
6 Asphalt Wear Course	2.5"	16650	SY	\$ 11.70	\$ 194,805.00
7 Tack Coat		900	GAL	\$ 2.50	\$ 2,250.00
8 Cement Stabilized Base	12"	18500	SY	\$ 4.00	\$ 74,000.00
				TOTAL	\$ 748,529.00
				19745 Total	\$ 44.96
				cost per SY	\$ 45.00

19255

RD Project	Note	Bid Qty	Unit	Unit Price	Cost
1 Asphalt Pavement - R&R	Additional Work - BEK's quote + 15 days extension	8010	SY	\$ 74.50	\$ 596,745.00
				19255 Total	
				cost per SY	\$ 74.50

Regular Meeting
June 11, 2018

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:35PM in the Council Chambers starting with the Pledge of Allegiance. Roll Call: Dennis Emter, Gary Glasser, Doug Martwick, and Anthony Schirado. Absent: Alex Martinez and Sid White. Also present: Jerod Klabunde, Melissa Rotzien, Shane Hellman, Nancy Bittner, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Glasser, seconded by Emter to approve the minutes from the regular meeting on May 14, 2018 and the special meeting on May 23, 2018. Motion carried unanimously.

Liquor License: Moved by Martwick, seconded by Emter to approve the On and Off Sale Beer & Liquor License to the Social Club. Motion carried unanimously.

Liquor License: Moved by Martwick, seconded by Emter to approve the Off Sale Beer & Liquor License to Rud's Corporation at 104 E St S upon completion of the application by July 1. Motion carried unanimously.

Building Inspector: Moved by Schirado, seconded by Emter to table this item until next January. Motion carried unanimously.

Library: The attorney said we did not need to make any changes at this time with day to day operations of the library.

Engineer Report:

2017 South Ave Project: A missing driveway will be checked for Marshall Lumber.

Change Order #3, Phase I: Moved by Schirado, seconded by Martwick to approve this change order regarding four items. Motion carried unanimously.

- Manhole #69
- 2 additional curb stops to correct locations where two houses share 1 curb stop
- Additional sanitary sewer replacement between 2nd & 3rd Street
- Subtract water main on F Street

Pay Order #1: Moved by Emter, seconded by Schirado to approve this pay order for \$198,081.77. Motion carried unanimously.

Moore Engineering: Moved by Glasser, seconded by Schirado to pay Invoice #18533 for \$51,575.47 for work on the RD Phase I project. Motion carried unanimously.

Moore Engineering: Moved by Schirado, seconded by Glasser to pay Invoice #18510 for \$9,518.05 for work on the South Avenue Project. Motion carried unanimously.

Alternate 3: Was discussed, the final decision on the locations will be made at a later date.

Additional Costs RD Phase I Project: At this time there is about \$70,000 of additional costs for 13 different incidents. The engineer will review before we discuss with the contractor.

Water Tower: The tower needs to be drained on Tuesday. The council agreed that we want the water turned off at night even though it will be some overtime. The emergency notification will be used and BEK will distribute flyers to each house.

Car Show: Moved by Emter, seconded by Schirado to allow South Avenue to be blocked off from the Motorcycle Club to B Street on June 23, 2018. Motion carried unanimously.

Ordinance 2018-4: Moved by Schirado, seconded by Emter to place on second and final reading this ordinance to correct the error in the new ordinance book regarding height of grass needing to be mowed. Motion carried unanimously.

Ordinance 2018-5: Moved by Schirado, seconded by Martwick to place on second and final reading this ordinance to correct the error in the new ordinance book regarding camper permits and length of time campers can be lived in. Motion carried unanimously.

Ordinance 2018-6: Moved by Martwick, seconded by Emter to place on second and final reading this ordinance to correct the error in the new ordinance book regarding the ban of man camps. Motion carried unanimously.

Ordinance 2018-7: Moved by Schirado, seconded by Martwick to place on second and final reading this ordinance to remove the word "pistol" and "fireworks" from 4.0503. Motion carried unanimously.

Ordinance 2018-8: Moved by Schirado, seconded by Martwick to place on second and final reading this ordinance surcharging all city utility users living out of the city limits a \$10.00 per month surcharge effective June 30, 2018. Motion carried unanimously.

Ordinance 2018-9: Moved by Glasser, seconded by Schirado to place on first reading this ordinance regarding alcoholic beverages to comply with state regulations. Motion carried unanimously.

Bills: Moved by Schirado, seconded by Glasser to approve the May financial report and pay the June bills. Motion carried unanimously.

Dakota Farm Equipment	\$219.68
Farmers Union Insurance	6.00
Farmers Union Oil	443.41
Ferguson Waterworks	271.30
Glen Ullin Job Development	7.22
Glen Ullin Regional Airport	67.10
Glen Ullin Super Valu	5.66
Glen Ullin Times.....	1,521.71
Vicki Horst.....	66.99
JM Gerving Machine Shop	63.00
Joe's Electric	53.00
John Mahoney	600.00
Lewis & Clark RDC.....	7525.00
Lince Sanitation	8,680.00
Matthew Bender.....	77.81
MDU	47.41

MDU	2,025.46
Morton County Auditor	3,360.00
Napa	277.32
ND Department of Health.....	16.00
ND One Call	94.80
Ray's Construction.....	500.00
Southwest Water Authority.....	7,080.91
Verizon.....	34.88
WRT	163.77
Wages, Benefits, Employer Taxes (May).....	8,412.92
Glen Ullin Times.....	1,071.84
Moore Engineering	9,518.05
Moore Engineering	51,575.47
BEK	198,081.77

Maintenance Report:

City Grass Mowing Charges: Moved by Schirado, seconded by Martwick to approve the following charges: Motion carried unanimously.

Batwing \$100.00 per hour	Weed Eater \$40.00 per hour
Sickle Mower \$100.00 per hour	Cleaning up branches \$50.00 per hour
Riding Mower \$75.00 per hour	Cleaning up garbage \$50.00 per hour

Lagoon Pump: Dakota Pump will be out to inspect, it has been overheating.

Insurance: Moved by Glasser, seconded by Emter to approve the quote for insurance policies with NDIRF presented by Shane Hellman. Motion carried unanimously. General Liability \$5,016.00, Inland Marine \$837.00 and Business Auto \$2,364.00 for a total premium of \$8,317.00.

Transportation Department: Moved by Schirado, seconded by Emter to trade our current transportation bus in for a new 12 X 2 bus. Motion carried unanimously. More information will be presented as it becomes available.

Cleaning: Moved by Schirado, seconded by Emter to advertise for a cleaning person. Motion carried unanimously.

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

Calendar:

Special Assessments Public Hearing: Tuesday, June 19, 2018 at 7:00pm

Reorganizational meeting: Tuesday, June 26, 2018 at 7:30pm

Regular Meeting: Monday, July 11, 2018 at 7:30pm

Construction Meeting: Every Wednesday 8:00am


 Audrey Duppong, Mayor


 Vicki Horst, Auditor

Reorganizational Meeting
June 26, 2018

Mayor Duppong called the reorganizational 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, Alex Martinez, Doug Martwick, Anthony Schirado, and Sid White. Absent: Gary Glasser. Guests: Robert Thomas, Ken Roth, N Bittner, and V Horst.

Minutes: Moved by Martwick, seconded by Emter to approve the minutes from the regular meeting on June 11, 2018. Motion carried unanimously.

The Oath of Office was taken by council persons Alex Martinez, Doug Martwick and Dennis Emter.

The Oath of Office was taken by Mayor Duppong.

President: Moved by White, seconded by Martinez to nominate Doug Martwick as the president of the council. Motion carried unanimously.

Vice President: Moved by Emter, seconded by White to nominate Gary Glasser as the vice president of the council. Motion carried unanimously.

Curb Stop: Moved by Martwick, seconded by Martinez to leave the water connected through the house at 110 C St S for 108 C St S with an inspection by 2 council members. Motion carried unanimously. A curb stop has been installed at 108 C St S for future use.

Floating Slab: Moved by Martwick, seconded by Emter to approve a floating slab for an addition if the current building has a floating slab and is approved by the State Building Codes. Motion carried unanimously. Clarification will be gathered to approve this motion.

State Policing Contract: Moved by Martwick, seconded by Emter to approve this contract. Motion carried unanimously.

Temporary Water: Moved by Martwick, seconded by White to give a 500 gallon credit to 3 houses that had 90 minutes of water flushing going through their meters. Motion carried unanimously. Moved by Martwick, seconded by Schirado to charge those residents that had 2 weeks of temporary water an average of their last 12 months water usage. Motion carried unanimously.

Title VI: Moved by Schirado, seconded by Emter to approve this document for the Transportation Department. Motion carried unanimously.

Temporary Bus Driver: Moved by Emter, seconded by Schirado to hire Calvin Wagner as a bus driver to make a trip to Prairie Knights and Medora. Motion carried unanimously.

Janitor: Moved by Schirado, seconded by Martinez to hire Gail Christensen at \$12.00 per hour. Motion carried unanimously.

Special Meeting: Monday, July 23, 2018 at 7:30pm for Special Assessment Hearing

With no further business, it was moved by Schirado, seconded by Emter to adjourn the meeting. Motion carried unanimously. The next regular meeting will be July 9, 2018 at 7:30pm.


Audrey Duppong, Mayor


Vicki Horst, Auditor

Regular Meeting
July 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, Alex Martinez, Doug Martwick, and Anthony Schirado. Absent: Gary Glasser and Sid White. Also present: Jerod Klabunde, Luke Arnold, Deputy Andy Tryrus, Nancy Bittner, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Martwick, seconded by Emter to approve the minutes from the special meeting on June 26, 2018. Motion carried unanimously.

Bills and Financial Report: Moved by Schirado, seconded by Martinez to approve the June financial report and pay the July bills except Fischer Sand and Gravel and Schaaf Trucking. Motion carried unanimously. Further discussion was held on the two bills.

Dakota Farm Equipment	\$51.00
Farmers Union Insurance	8,317.00
Farmers Union Oil.....	20.00
Glen Ullin Job Development.....	67.66
Glen Ullin Regional Airport.....	522.36
Glen Ullin Super Valu.....	9.88
Glen Ullin Times.....	2,701.78
John Mahoney	600.00
Lince Sanitation	8,680.00
Marshall Lumber.....	796.43
MDU	278.89
MDU	1,867.02
Morton County Auditor.....	3,360.00
Napa	817.80
ND Insurance Department.....	1,448.46
ND Department of Health	16.00
ND One Call.....	198.65
Schaaf Trucking LLC.....	322.92
Swanston Equipment Corporation	2,250.00
Southwest Water Authority.....	10,321.46
Verizon.....	34.82
WRT	2,884.69
Wages, Benefits, Employer Taxes (June)	12,623.69
Fischer Sand & Gravel Co	1,076.40
Moore Engineering.....	57,714.59
BEK	732,681.72

Engineer Report:

2017 South Ave Project: Moved by Martinez, seconded by Schirado to approve a check for \$35,000 to Knife River on the day the punch list is complete. Motion carried unanimously.

Phase I:

- About 30 claims from BEK totaling \$130,000 are being processed, engineers are reviewing.
- Oak Ave between F & G Street has 6" sewer PVC pipe, do we want a manhole or clean out? Do nothing unless we have money left at the end of the project to fix.

- WRT has three spots where fiber was run through the sewer line. Waiting for video to pass onto WRT
- Sewer between B & C is a 6" line, to upgrade to an 8" will be approximately \$40,000.
- Budget overrun is approximately \$50,000 which will eliminate approximately half the proposed T-liners.

Task order #4 Engineering Agreement: Moved by Schirado, seconded by Martwick to approve the task order to amend the engineering agreement. Motion carried unanimously.

Pay Order #2: Moved by Emter, seconded by Schirado to approve this pay order for \$732,681.72 to BEK Consulting LLC. Motion carried unanimously.

Gaming: Moved by Schirado, seconded by Martinez to approve the gaming permit for the GUPPIES. Motion carried unanimously.

Donation of Lots: Moved by Emter, seconded by Schirado to reject the donation of lots from the Michael Halpern Family. Motion carried unanimously.

Ordinance 2018-9: Moved by Schirado, seconded by Emter to place on second and final reading this ordinance regarding liquor laws. Motion carried unanimously.

Ordinance 2018-10: Moved by Schirado, seconded by Martinez to place on first reading this ordinance to correct the errors in the new book regarding dog licensing. Motion carried unanimously.

Transient Merchant License: Moved by Emter, seconded by Martinez to reject the application submitted by Smart Home Pros. Inc. Motion carried unanimously.

Maintenance Report:

DPC was here to do the service call on the lagoon pumps.

The parking lot at Sacred Heart Church was tarred. The bill is \$982.50.

Attorney: Needs to attend next month's meeting.

Emergency Management: The city does not provide a storm shelter during inclement weather.

2019 Preliminary Budget: Moved by Emter, seconded by Martinez to approve the budget as presented by the auditor. Motion carried unanimously.

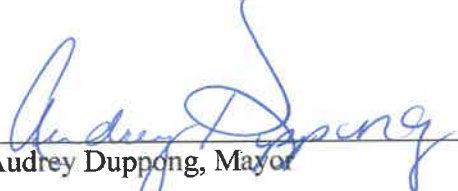
Adjourn: With no further business, it was moved by Schirado seconded by Martinez to adjourn the meeting. Motion carried unanimously.

Calendar:

Special Assessments Public Hearing: Monday, July 23, 2018 at 7:30pm

Regular Meeting: Monday, August 13, 2018 at 7:30pm

Construction Meeting: Every Wednesday 8:00am



Audrey Duppong, Mayor



Vicki Horst, Auditor

Special Assessment Hearing
By City Council
July 23, 2018

Mayor Audrey Duppong called the special assessment hearing for the South Avenue Project and the Phase I RD Project by 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, Doug Martwick, and Anthony Schirado. Absent: Alex Martinez and Sid White. Also present: Gail Christensen, Kevin Christensen, Curt Wetzell, David Schirado, Michael Peltz, Laretta Schumacher, Becky Madche, Kevin Madche, Charles Schirado, Michael J Schaaf, Ron Schaaf, Nancy Bittner and Vicki Horst.

Written protests were reviewed by the council. Discussion was held regarding two commercial/ag properties without water and sewer. They would like to have their properties valued on the street side instead of the Avenue side. Discussion was held regarding the property owners from the North side of town, they felt they should have a reduction in their special assessments due to lack of services.

Moved by Martwick, seconded by Schirado to reduce the special assessment footage for the North side of town North of North Avenue to 50% for the RD Phase I project only. Motion carried unanimously.

Moved by Emter, seconded by Glasser to deny Charles Schirado's request to reduce specials on lots 22 & 23 of Block 4. Motion carried unanimously.

Moved by Emter, seconded by Schirado to deny Morton County's request to exempt their properties. Motion carried unanimously.

Moved by Schirado, seconded by Glasser to reduce the special assessment footage for the properties bordering South Ave in the Roth Addition by 17% for the RD Phase I project only. Motion carried unanimously.

Interest: Moved by Schirado to set the interest rate for the 2017 South Avenue Project at 2%. No seconded, motion died.

Interest: Moved by Martwick, seconded by Glasser to set a 3% interest rate (2% loan rate and 1% additional interest) for the 2017 South Avenue Project. Voting yes: Emter, Glasser, and Martwick. Voting no: Schirado.

Payments: Moved by Martwick, seconded by Emter to allow residents until noon, August 23 to pay their specials on the South Avenue Project without any interest. Motion carried unanimously.

Interest: Moved by Schirado, seconded by Emter to set the RD Phase I project interest at 1% above the loan rate. Motion carried unanimously. The base interest rate will set when the loan closing documents are signed.

Payments : Moved by Schirado, seconded by Martwick to allow residents until noon, August 23 to pay their specials on the RD Phase I Project without any interest. Motion carried unanimously.

Resolution: Moved by Martwick seconded by Schirado to approve the Resolution confirming assessments and directing certification and levy for the cost of improvements for South Avenue Street & Utility Improvement District No. 2017-2. Motion carried unanimously.


Resolution: Moved by Martwick, seconded by Glasser to approve the Resolution confirming assessments and directing certification and levy for the cost of improvements for Sanitary, Water & Storm Sewer Improvement District No. 2017-1 (RD Phase I). Motion carried unanimously.

Adjourn: Moved by Schirado, seconded by Emter to adjourn the meeting. Motion carried unanimously.

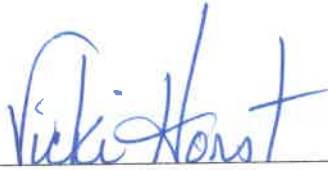
Calendar:

Regular Meeting: Monday, August 13, 2018 at 7:30pm

Construction Meeting: Every Wednesday 8:00am



Audrey Duppong, Mayor



Vicki Horst, Auditor

Special Meeting
July 23, 2018

Mayor Audrey Duppong called the special meeting of the Glen Ullin City Council to order at 8:45pm in the Council Chambers. Roll Call: Gary Glasser, Dennis Emter, Doug Martwick, and Anthony Schirado. Absent: Alex Martinez, & Sid White. Others Attending: Kenny Roth, Nancy Bittner and Vicki Horst

Agenda:


- ✓ Building Permit
- ✓ Past Due Water Bill

Building Permit: Moved by Schirado, seconded by Emter to approve the building permit for an addition to Ken Roth at 717 Oak Ave W. Motion carried unanimously.

Past Due Water Bill: Moved by Emter, seconded by Schirado to not reduce the past due water bill for the owner of 405 B St S. Voting yes: Emter, Martwick, and Schirado. Voting No: Glasser. Motion carried.

Adjourn: Moved by Schirado, seconded by Glasser to adjourn the meeting. Motion carried unanimously.

Calendar: Regular meeting-August 13, 2018 at 7:30pm
Weekly construction meetings-Wednesday's 8:00am.



Audrey Duppong, Mayor



Vicki Horst, City Auditor

Special Meeting
August 3, 2018

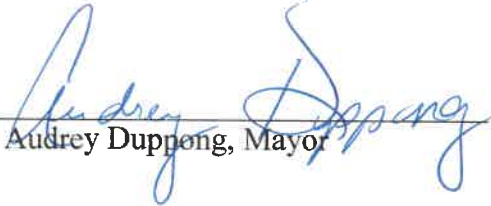
Mayor Audrey Duppong called the special meeting of the Glen Ullin City Council to order at 10:30 am in the Council Chambers. Roll Call: Gary Glasser, Doug Martwick, and Anthony Schirado. Absent: Alex Martinez, & Sid White. Others Attending: Dale Rousseau, Nancy Bittner and Vicki Horst

Agenda: Manhole-County Rd 88

Moved by Schirado, seconded by Glasser to reverse the May 23, 2018 decision to replace manhole #69 rather than a rehab to save the approximate cost of \$4,000. Motion carried unanimously. The manhole will not be replaced.

Adjourn: Moved by Glasser seconded by Schirado to adjourn the meeting. Motion carried unanimously.

Calendar: Regular meeting-August 13, 2018 at 7:30 pm
Weekly construction meetings-Wednesday's 8:00 am.



Audrey Duppong, Mayor



Vicki Horst, City Auditor

Special Meeting
August 7, 2018

Mayor Audrey Duppong called the special meeting of the Glen Ullin City Council to order at 7:30 pm in the Council Chambers. Roll Call: Gary Glasser, Alex Martinez, Doug Martwick, Anthony Schirado and Sid White. Others Attending: Wayne Kern & Lonnie Kern-BEK Consulting, Jerod Klabunde, Mike Foertsch, Melissa Rotzien, & Scott Meyers-Moore Engineering, Sandy Gerving, Bev Paluh, Nancy Bittner and Vicki Horst

Agenda:

- ✓ Street Repairs
- ✓ South Avenue project
- ✓ BEK Change Order #4
- ✓ Manhole-County Rd 88

Mr. Klabunde gave a presentation on road construction and maintenance of asphalt streets. Sandy Gerving asked for special consideration for completing Ash Avenue in front of Marian Manor instead of just replacing the footage that was disturbed during construction.

Moved by Martwick, seconded by Schirado to pave the full street at an extra cost of about \$111,000 on Ash Avenue in front of the Marian Manor Care Center and 2 blocks of F Street. Motion carried unanimously.

More prices will be gathered and a special meeting will be held Friday, August 10th at 8:00 am to review prices and make a decision on B & C Streets.

South Avenue Project is just about complete. It should be ready for paving in the next week.

BEK change order #4 was postponed until the next regular meeting.

Manhole #69, no further discussion, it will not be replaced.

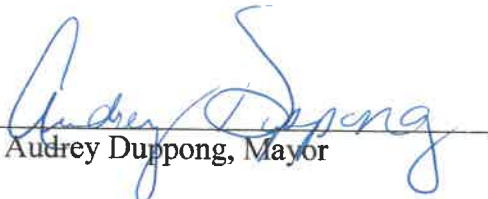
Adjourn: Moved by Martinez, seconded by Schirado to adjourn the meeting. Motion carried unanimously.

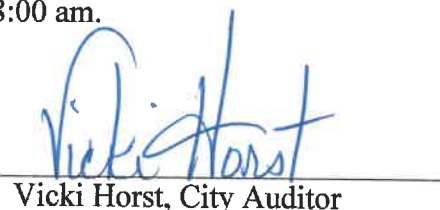
Calendar:

Special meeting-August 10, 2018 at 8:00 am

Regular meeting-August 13, 2018 at 7:30 pm

Weekly construction meetings-Wednesday's 8:00 am.


Audrey Duppong, Mayor


Vicki Horst, City Auditor

Regular Meeting
August 13, 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: Gary Glasser, Alex Martinez, Doug Martwick, and Anthony Schirado. Absent: Sid White. Also present: Jerod Klabunde (by phone), Scott Myers, Nata Rodriguez, Narsico Rodriguez, Deputy John Engelstad, Ann Mahoney, Nancy Bittner, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Glasser, seconded by Schirado to approve the minutes from the special meeting on July 23, Public Hearing on July 23, special meeting on August 3 & 7 and regular meeting on July 9, 2018. Motion carried unanimously.

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

Anthony Schirado	\$1,600.00
Cole Paper	148.05
Farmers Union Oil	560.21
Ferguson Waterworks	1,727.39
Glen Ullin Job Development	3.72
Glen Ullin Public School	10.20
Glen Ullin Regional Airport	28.58
Glen Ullin Super Valu	59.58
Glen Ullin Times.....	349.86
John Mahoney.....	600.00
Lince Sanitation	8,680.00
Marshall Lumber.....	42.03
Matthew Bender.....	120.10
MDU	50.81
MDU	2,130.33
Morton County Auditor	3,360.00
Napa	54.70
ND Department of Health.....	16.00
ND One Call	93.80
North Dakota League of Cities	25.00
Southwest Water Authority.....	8,350.11
Verizon.....	34.79
WRT	174.41
Wages, Benefits, Employer Taxes (July).....	12,783.48
Glen Ullin Times.....	92.34
Moore Engineering	56,136.00
BEK Consulting LLC	701,528.18

Engineer Report:

Phase I:

- ✓ Street Repair: After much discussion on the best way to proceed with the many streets in disrepair a motion was made by Martwick, seconded by Schirado to do a 3" overlay with a 1.5% crown on the streets on the attached map. This will cost approximately \$362,484

and will be paid for with funds from the city sales tax fund and a loan. Motion carried unanimously.

- ✓ Change Order #4: Moved by Schirado, seconded by Glasser to approve this change order regarding manhole #51. It is west of the lift station in the alley between South Avenue and Ash Avenue. It needs to be realigned due to a 3" offset. Motion carried unanimously.
- ✓ Pay Order #3: Moved by Schirado, seconded by Martinez to approve this pay order for \$701,528.18 to BEK Consulting LLC. Motion carried unanimously.
- ✓ Invoice #19063: Moved by Schirado, seconded by Glasser to pay this invoice from Moore Engineering, Inc. for \$56,136.00 Motion carried unanimously.

Building Permit: Moved by Martwick, seconded by Schirado to approve a 4' variance on the East side of house to Narciso Rodriguez at 207 B St S and pay building permit fees for past construction not approved and paid for. Motion carried unanimously. He was also instructed to put in a 4' foundation under any part of his house that doesn't meet this requirement.

Gaming: Moved by Glasser, seconded by Martwick to approve the gaming permit for the GU Lions and the GU Public School. Motion carried unanimously.

Ordinance 2018-10: Moved by Martwick, seconded by Martinez to place on second and final reading this ordinance to correct the errors in the new book regarding dog licensing. Motion carried unanimously.

Ordinance 2018-11 Site Authorization: Moved by Schirado, seconded by Martwick to place on first reading this ordinance imposing a \$100.00 fee for a site authorizations. Motion carried unanimously.

City Auditorium: Discussion was held regarding the future of this city building. No action taken.

Copier: The copier is broken and cannot be fixed. Quotes were reviewed, more quotes will be obtained.

Special Meeting: will be held Tuesday, August 21 at 7:30pm to discuss street repair loan and copier quotes.

Maintenance Report:

Gear Box: Moved by Martwick, seconded by Martinez to order a new gear box for the batwing mower. The quote from Gooseneck Implement is \$1,810.04. Motion carried unanimously.

Degreaser: Moved by Martinez, seconded by Glasser to purchase another barrel of degreaser. More was used than usual because of the construction project. Motion carried unanimously.

Culverts on the north side are being cleaned out.

Main Street possible water leak in 400 block.

Curb stop for 102 Main St S cannot be installed by 9-1-2018 by Glasser's Excavating. Schirado will check with BEK to see if that is a project they could do for the city.

Summer Help: Moved by Glasser, seconded by Schirado to give Alvin Payer a \$300.00 bonus for a job well done this summer. Motion carried unanimously.

Attorney: Easements are being finalized. Letters should go out this week for the parties that need to sign for utility easements. All owners have already been contacted. An ordinance will be drafted to address issues regarding shared curb stops.

Transportation: Moved by Schirado, seconded by Martwick to purchase an Allstar Ford E450 from Harlow's Bus Sales, Inc. for \$68,861.00. Motion carried unanimously.

Outstanding Water Bill: A letter was received from Wells Fargo requesting an adjustment to the penalties on the water bill at 205 E St S. They asked to pay a total of \$861.96 instead of the current balance of \$26,326.39 Moved by Martinez, seconded by Schirado to reduce their bill to \$5,000.00 if paid by September 1, 2018. Motion carried unanimously.

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

Calendar:

Special Meeting: Tuesday, August 21, 2018

Regular Meeting: Monday, September 10, 2018 at 7:30pm

Construction Meeting: Every Wednesday 8:00am


Audrey Duppong, Mayor


Vicki Horst, Auditor

Special Meeting
August 21, 2018

Mayor Audrey Duppong called the special meeting of the Glen Ullin City Council to order at 7:53 pm in the Council Chambers. Roll Call: Alex Martinez, Doug Martwick (by phone), and Anthony Schirado. Absent: Gary Glasser. Also present: Jerod Klabunde, Melissa Rotzien, Nancy Bittner and Vicki Horst.

Agenda:

- ✓ Resignation
- ✓ Loan
- ✓ Copier
- ✓ South Avenue Project Payments

Resignation: A letter was received from Sid White resigning his position.

RDFC Loan: Moved by Schirado, seconded by Martwick to proceed with the loan application for street paving with Rural Development Finance Corporation in the amount of \$170,000. Motion carried unanimously.

Copier: Moved by Schirado, seconded by Martinez to purchase the Konica Bizhub 308E copier from Marco for \$3,345.00 with the Marco Service agreement of \$20.00 per month. Motion carried unanimously.

Pay order #5: Moved by Martwick, seconded by Schirado to pay \$54,376.38 to Knife River with a \$20,000 retainage for Class 5 gravel that was removed and not stored at the landfill as previously agreed upon. Motion carried unanimously.

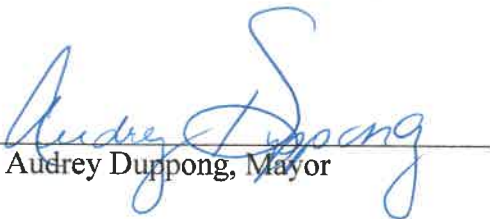
Engineering Bill: Moved by Martwick, seconded by Schirado to pay Moore Engineering \$25,967.70 for invoice #19137 for the South Avenue Project. Motion carried unanimously.

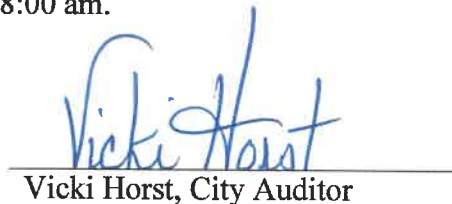
Adjourn: Moved by Schirado, seconded by Martinez to adjourn the meeting. Motion carried unanimously.

Calendar:

Regular meeting-September 9, 2018 at 7:30 pm

Weekly construction meetings-Wednesday's 8:00 am.


Audrey Duppong, Mayor


Vicki Horst, City Auditor

Special Meeting
September 5, 2018

Mayor Audrey Duppong called the special meeting of the Glen Ullin City Council to order at 6:45 pm in the Council Chambers. Roll Call: Gary Glasser (by phone), Doug Martwick, and Anthony Schirado. Absent: Alex Martinez. Others Attending: Wayne Kern-BEK Consulting, Jerod Klabunde (by phone), Scott Meyers-Moore Engineering and Vicki Horst

Agenda:

- ✓ Spot Repairs/relining

Moved by Martwick, seconded by Schirado to replace approximately 185 feet of sewer line in the alley of the 400 Block between B & C Street. This will cost approximately \$35,000 and money is still available in the project to do these repairs. Motion carried unanimously. This sewer line has a section of 6" line that isn't designed for the amount of sewage it carries and 6" lines cannot be relined.

Moved by Schirado, seconded by Glasser to do a sewer spot repair in the alley of the 100 block between 3rd & 4th street. The invert is approximately 1½" lower than the main and will cost approximately \$6,000-8,000 to fix, there is still money available in the project to pay for this repair. Motion carried unanimously.

Moved by Schirado, seconded by Martwick to swap blocks for relining. The line on Oak avenue running E to W from the alley between E & F Street to the Alley between F & G Street is an 8" clay pipe and needs to be relined and was not scheduled to be relined. The line on 5th Street between Oak and Ash and Ash Avenue between 5th & 6th street is a 6" clay line that can't be relined. With no additional cost these blocks will be swapped for relining. Motion carried unanimously.

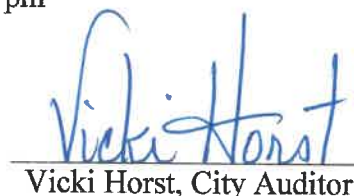
Adjourn: Moved by Schirado, seconded by Marwick to adjourn the meeting. Motion carried unanimously.

Calendar:

Regular meeting-September 10, 2018 at 7:30 pm



Audrey Duppong, Mayor



Vicki Horst, City Auditor

Regular Meeting
September 10, 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: Gary Glasser, Alex Martinez, Doug Martwick, and Anthony Schirado. Also present: Jerod Klabunde, Mike Foertsch, Melissa Rotzien, Scott Myers, Deputy Chris Tracy, Jay Brausch, Kevin Christensen, Gail Christensen, Corey Roth, Bob Schantz, Randy Duppong, Nancy Bittner, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Glasser, seconded by Schirado to approve the minutes from the regular meeting on August 13, special meeting on August 21 and September 3, 2018. Motion carried unanimously.

Bills and Financial Report: Moved by Martinez, seconded by Martwick to approve the August financial report and pay the September bills with the bill for attorney Mahoney being held until the next meeting. Motion carried unanimously.

Lince Sanitation	8,680.00
Ferguson Waterworks	477.62
Glasser Welding & Excavation Inc.....	172.53
Glen Ullin Job Development.....	7.95
Glen Ullin Regional Airport.....	61.99
Glen Ullin Times.....	254.56
Gooseneck Implement.....	1,939.00
John Mahoney	600.00
Lince Sanitation	8,680.00
MDU	1,887.78
Morton County Auditor.....	3,360.00
Napa	427.06
ND Department of Health	16.00
ND One Call.....	93.80
Southwest Water Authority	11,113.55
Team Lab	1674.00
Verizon.....	34.73
WRT	169.61
Wages, Benefits, Employer Taxes (August)	13,510.16
Knife River.....	20,000.00
Moore Engineering.....	4,912.60
Moore Engineering.....	84,209.41
BEK Consulting LLC.....	783,284.27

Open Council Position: Resumes were received from Kevin Christensen, Andy Helgeson, Anthony Rhoden, Randy Duppong, Chasity Orcutt and Bob Schantz. The mayor asked questions of the applicants in attendance. The council decided to think about the appointments for the rest of the meeting.

Special Liquor License: Moved by Schirado, seconded by Martwick to approve license 2018-242 for a wedding held at the parish center on September 22. Motion carried unanimously.

Block 41, Lot 16: Owner Cory Roth was present to discuss building on this lot he purchased from the city. He said the highway road easement encroaches on this lot and he would not be able to build

on it. When he purchased the lot he thought it was a full lot. The lot will be surveyed and discussed at the October meeting.

Engineer Report:

South Avenue Project:

- ✓ Final Payment: Mr. Klabunde recommended that the city pay Knife River the \$20,000 that we withheld from their final payment. Moved by Glasser, seconded by Martwick to approve this payment. Motion carried unanimously.
- ✓ Additional bills: The city will still need to pay for paving at the intersection of South Avenue and E Street along with seeding and a final bill from Moore Engineering.
- ✓ Invoice #19315: Moved by Schirado, seconded by Martinez to pay this invoice from Moore Engineering, Inc. for \$4,912.60. Motion carried unanimously.

Property Pins: Moved by Schirado, seconded by Martinez to hire Moore Engineering to replace three property pins that were accidentally removed during the summer construction. We will receive an estimate before work is started. Motion carried unanimously with Glasser abstaining.

- Horst Addition Block 1, Lot 5-Ray Christensen
- Western Addition Block 41, Lot 16-Corey Roth
- Glen Ullin Proper Block 33, Lots 7-10 -Gary Glasser

Phase I:

- ✓ Claims: There are 45 claims from BEK to review. A couple of councilmembers should review these claims.
- ✓ Pay Order #4: Moved by Glasser, seconded by Schirado to approve this pay order for \$783,284.27 to BEK Consulting LLC. A check will be sent for \$500,000 with the balance sent after the final loan paperwork is completed. Motion carried unanimously.
- ✓ Invoice #19313: Moved by Schirado, seconded by Martinez to pay this invoice from Moore Engineering, Inc. for \$84,209.41 Motion carried unanimously.

2018 Special Assessments: Moved by Martwick, seconded by Martinez to approve the 2018 grass and water bill assessment list as presented. Motion carried unanimously.

Sidewalk Repair: All sidewalks are the responsibility of the property owners even if they were removed to replace or repair a damaged curb stop.

Truck Route Signs: Councilmen Schirado will contact neighboring cities to see what is on their truck route signage .

Rubbish & Junk Vehicles: a notice will be put in the paper regarding trash filled yards. Letters will be sent to offending property owners regarding their violation of Chapter 10, Article 3.

Final Budget: Moved by Glasser, seconded by Martwick to approve the final budget as presented. Motion carried unanimously.

Ordinance 2018-12 Site Authorization: Moved by Martwick, seconded by Martinez to place on second and final reading this ordinance imposing a \$100.00 fee for site authorizations. Motion carried unanimously.

Ordinance 2018-11: Moved by Schirado, seconded by Glasser to place on first reading this ordinance to correct errors in the penalty section (four) of Ordinance 2018-9. Motion carried unanimously.

Maintenance Report:

Water Tower Hatches: These haven't been put on yet and should be done soon.

Fall Festival: Grass mowing etc. is being done this week to make sure the city looks nice this weekend.

Pickup Tires: Moved by Martwick, seconded by Schirado to accept the low bid of \$130.00 for 4 tires for the Chev Pickup from Glasser Excavation. These will be a 6 ply tire, mounted and balanced and the city will receive a \$50.00 rebate as a gift card . Motion carried unanimously with Glasser abstaining.

Travel Expense: Moved by Schirado, seconded by Glasser to allow the mayor to use the debit card for the League of City Conference in Grand Forks September 13-15, 2018. Motion carried unanimously.

Transportation: Moved by Martwick, seconded by Martinez to pay \$16.00 an hour for the transportation driver for long trips. Motion carried unanimously. Moved by Glasser, seconded by Martinez to pay \$16.00 for the new driver we will hire to drive the new transportation bus. Motion carried unanimously.

City Share Special Assessments: Moved by Schirado, seconded by Martwick to pay the full balance of the city's share of special assessments. Motion carried unanimously. The money will be transferred from fund #203 (Special Assessments) into the special assessment debt service accounts #401 & 402.

Special Assessment Loan: Moved by Schirado, seconded by Martinez to repay the street light fund for money used to make the first special assessment loan payment for the South Avenue project. Motion carried unanimously. Money will be moved from fund #401 (2017 South Avenue Project Debt Service Account) back into fund #605 (Street Light Fund).

Council Position Appointment: At this time Bob Schantz withdrew his application. Moved by Glasser, seconded by Schirado to appoint Chasity Orcutt. Motion carried unanimously. Martinez moved to table the other appointment until next meeting. Motion died for lack of a second. Moved by Schirado, seconded by Glasser to appoint Randy Duppong to the remaining council position. Motion carried unanimously.

The mayor and councilpersons thanked all those who submitted a resume for their interest in the open positions. It was gratifying to see the interest after many years of having a hard time filling open positions.

Mayor Duppong administered the Oath of Office and Mr. Duppong took a seat at the table.

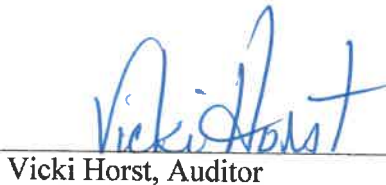
Adjourn: With no further business, it was moved by R Duppong, seconded by Schirado to adjourn the meeting. Motion carried unanimously.

Calendar:

Regular Meeting: Monday, October 8, 2018 at 7:30pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

Regular Meeting
October 8, 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: Randy Duppong, Alex Martinez, Doug Martwick, Chasity Orcutt, and Anthony Schirado. Absent: Gary Glasser. Also present: Jerod Klabunde, Melissa Rotzien, Deputy Pastir, Laura Wehri, Lavon Weinberger, Lynn Kienzel, Lee Kienzel, Nancy Bittner, John Mahoney, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Martwick, seconded by Martinez to approve the minutes from the regular meeting on September 10, 2018. Motion carried unanimously.

Bills and Financial Report: Moved by Schirado, seconded by R Duppong to approve the September financial report and pay the October bills. Motion carried unanimously.

Bank of ND	39,708.14
BEK Consulting, LLC	3,127.50
Calvin Wagner	110.58
Farmers Union Oil	282.50
Glasser Welding & Excavation Inc.....	524.00
Glen Ullin Job Development	1.41
Glen Ullin Regional Airport	533.11
Glen Ullin Super Valu	7.68
Glen Ullin Times.....	564.00
John Mahoney.....	600.00
Lince Sanitation	8,680.00
Marco Technologies LLC.....	3,585.00
Matthew Bender.....	23.44
MDU	2,190.05
Morton County Auditor	3,454.37
Napa	128.39
ND Department of Health.....	16.00
United Systems Technology, Inc.	802.47
Ferguson Waterworks	210.95
Southwest Water Authority.....	8,354.98
Verizon.....	35.25
WRT	187.17
Wages, Benefits, Employer Taxes (September)	9,165.90
Bituminous Paving Inc.....	47,943.00
Glasser Welding & Excavation.....	41,470.00
Midwest Erosion	2,630.12

Council Vacancies: The oath of office was taken by Chasity Orcutt. Moved by Martwick, seconded by Martinez to appoint R Duppong to the open 4 year position and C Orcutt to the open 2 year position. Motion carried unanimously.

Library: Moved by R Duppong, seconded by Martinez to appoint the following members to the library board: Laura Wehri, Sharon Bertsch, Janette Elmer, Janelle Swanson & Chasity Orcutt. Motion carried unanimously.

Liquor License: Moved by Schirado, seconded by Martinez to approve the on and off sale liquor license for Lynn Kienzel at 116 South Ave E. Motion carried unanimously.

Engineer Report:

South Avenue Project:

- ✓ A check to Bituminous Paving for South Avenue was approved with the monthly bills.
- ✓ Moved by Schirado, seconded by Orcutt to pay Midwest Erosion Control \$2,630.12 for seeding along South Avenue. Motion carried unanimously.
- ✓ There will be 2 additional bills before this project will be complete: Moore Engineering and Gene Glasser.

Property Pins: Paperwork is finished, the pins should be set in the next two weeks.

Phase I:

- ✓ Change order #5: Moved by Schirado, seconded by R Duppong to approve this change order for an additional charge of approximately \$10,140.00 for removing deposits in about 3,000 feet of sewer lines. Motion carried unanimously.
- ✓ Pay Order #5: Moved by Schirado, seconded by R Duppong to approve this pay order for \$1,339,234.99 to BEK Consulting LLC. A check will be sent after the final loan paperwork is completed. Motion carried unanimously.
- ✓ Invoice #19501: Moved by Schirado, seconded by Martinez to pay this invoice from Moore Engineering, Inc. for \$29,270.33. Motion carried unanimously.
- ✓ WRT: The city will send a bill to WRT for their share of the construction project.
- ✓ Change order #6: Moved by Schirado, seconded by Martinez to approve this change order to pay all claims requested by BEK. Motion carried unanimously.
- ✓ 2 Manholes: Moved by Schirado, seconded by Martinez to add 2 manholes on the North side of Hwy 49 between D & E Street so the sewer line going to the school can be lined. Motion carried unanimously.
- ✓ Alleys: There are many concerns that the class 5 product in the alleys is not working well. This is a punch list item and if the issue doesn't resolve itself, scoria will be placed on top.
- ✓ Right of Way Certificate: Moved by Schirado, seconded by R Duppong to approve this certificate as soon as Ms. Mahoney receives all the easements and advises the mayor to sign the document. Motion carried unanimously.

CBDG:

Moved by Schirado, seconded by R Duppong to have Moore Engineering apply for this grant for a \$400,000 water main project to correct the loop on Elm Avenue. Motion carried unanimously.

2018 Paving Project:

Invoice #19316: Moved by Schirado, seconded by R Duppong to pay this invoice from Moore Engineering, Inc. for \$17,595.00. Motion carried unanimously.

8:45pm Executive Session: Moved by Schirado, seconded by Martinez to move into executive session as allowed by NDCC 44.04-19.1 to discuss attorney consultation and negotiation strategy regarding Ray Christensen's property damage. Motion carried unanimously.

Whereby, the City Council met in executive session to consult with the attorney regarding negotiation with a property owner as authorized by NDCC 44-04-19.1. Present were Mayor Duppong and Council Members R Duppong, Martwick, Martinez, Orcutt and Schirado. Also present were Attorney John Mahoney, City Engineer Jerod Klabunde and Auditor Vicki Horst. Motion by Schirado, seconded by Martinez to close the Executive session at 8:55 pm. Motion carried unanimously.

Mayor Duppong reconvened the Regular City Council meeting.

Damage Negotiations: Moved by Schirado, seconded by Orcutt to allow Ann Mahoney or John Mahoney to negotiate the damages to trees/bushes for Ray Christensen up to \$1,000. Motion carried unanimously.

Ordinance 2018-11: Moved by Martwick, seconded by Schirado to place on second and final reading this ordinance to correct errors in the penalty section (8.0630) of Ordinance 2018-9. Motion carried unanimously.

Truck Route Signs: Moved by Martwick, seconded by Martinez to purchase new signs. Motion carried unanimously.

City Auditorium: Martinez will check the ceiling tile in the auditorium to see what kind of work needs to be done before replacing the tile.

CBDG Main Street Grant: Moved by Schirado, seconded by Martinez to apply for this grant to spruce up the city buildings. Motion carried unanimously.

Maintenance Report:

- ✓ Lagoon was pumped this month
- ✓ New tires were put on the 97 Chev pickup.
- ✓ October Priorities are to check fire hydrants to make sure they are ready for winter and exercise all gate valves.
- ✓ October 31 will be the last Wednesday that the landfill will be opened and the last Saturday is November 24, weather permitting. An ad will be placed in the GU Times.
- ✓ The city is losing space to put snow and will need to move it instead of pushing it. The city should consider purchasing snow buckets for the loader and skid steer.

Attorney:

- ✓ One dog complaint is pending with the court system.
- ✓ Unfinished construction was discussed.
- ✓ A letter will be written to a property owner that needs to put in a new water line.
- ✓ Court action will be taken to have fences removed from city property.
- ✓ Easements for the RD Phase I project have been sent out, waiting for owner signatures.

Transportation:

Old Bus: Moved by Schirado, seconded by R Duppong to put an ad in the paper asking for bids for the old bus. Motion carried unanimously.

New Driver: Moved by Schirado, seconded by Orcutt to hire Bob Woeste to drive the transportation bus at \$16.00 per hour. Motion carried unanimously.

Transportation Agreement: Moved by Martinez, seconded by Schirado to approve this agreement with the state. Motion carried unanimously.

RDFC Loan: Moved by Martwick, seconded by Schirado to take the full \$170,000 loan and take the balance needed for the paving project from the City Sales Tax Fund. Motion carried unanimously.

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

Calendar:

Regular Meeting: Monday, November 12, 2018 at 7:00pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

Special Meeting
October 25, 2018

Mayor Audrey Duppong called the special meeting of the Glen Ullin City Council to order at 8:00 pm in the Council Chambers. Roll Call: Randy Duppong, Gary Glasser, Doug Martwick, Chasity Orcutt, and Anthony Schirado. Absent: Alex Martinez. Others Attending: Vicki Horst

Agenda:

- ✓ Warrant Resolution
- ✓ Old Fire Hall Furnace

2,677,000 Improvement Warrant, Series 2018: Moved by Schirado, seconded by Glasser to approve the Warrant Resolution. Motion carried unanimously.

The 2003 furnace in the old fire hall is not repairable. Heat needs to be in the building because of the water lines going through the garage. The water lines will be checked out to see if they could be drained and turned off. An estimate will be obtained for the cost of a new furnace.

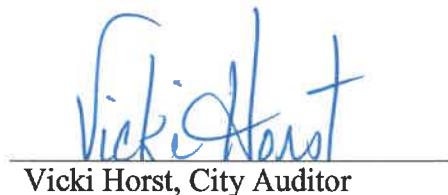
Adjourn: Moved by Schirado, seconded by Duppong to adjourn the meeting. Motion carried unanimously.

Calendar:

Regular meeting-November 12, 2018 at 7:00 pm



Audrey Duppong, Mayor



Vicki Horst, City Auditor

Regular Meeting
November 12, 2018

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:00PM in the Council Chambers starting with the Pledge of Allegiance. Roll Call: Randy Duppong, Gary Glasser, Alex Martinez, Doug Martwick, Chasity Orcutt, and Anthony Schirado. Also present: Jerod Klabunde, Melissa Rotzien, Deputy Tracy, Shawn & Stephanie Lince, James Farrell, Lance Miller, Jerome Schirado, Nancy Bittner, Mike Hoerauf and Vicki Horst.

Minutes: Moved by Schirado, seconded by Martinez to approve the minutes from the regular meeting on October 8, 2018 and the special meeting on October 25, 2018. Motion carried unanimously.

Engineer Report:

South Avenue Project:

- ✓ Sidewalk Bill: Moved by Glasser, seconded by R Duppong to pay half of the sidewalk bill and Moore Engineering paying the other half. Motion carried unanimously. Moore Engineering will reduce their final bill by \$3,350.00.
- ✓ There will be a bill for signs of approximately \$4,720.50 to replace the signs for South Avenue.

Property Pins: The pins have been set, highway setbacks need to be checked.

Phase I:

- ✓ Pay Order #6: Moved by Schirado, seconded by Glasser to approve this pay order for \$314,764.21 to BEK Consulting LLC. A check will be sent after the final loan paperwork is completed. Motion carried unanimously.
- ✓ Invoice #19755: Moved by Schirado, seconded by Glasser to pay this invoice from Moore Engineering, Inc. for \$12,552.85. Motion carried unanimously.
- ✓ The final punch list will be completed in spring.

CBDG:

Application has been signed and submitted for the Elm Avenue waterline replacement.

Lince Sanitation: Moved by Schirado, seconded by Glasser to approve a 3 year contract with Lince Sanitation which includes a \$550 month increase for a total of \$9,230 per month. They will also provide a 3rd dumpster at the compost pile to keep that area clean and pay for half the cost of a sign stating what is allow to be disposed of in the dumpsters. Motion carried unanimously. Mr. Martinez will put up the security camera at the compost pile/dumpsters to monitor who is putting illegible items in the dumpsters.

City Bus Bids: Moved by Schirado, seconded by Martinez to accept the high oral bid of \$4,200 from Vicki Horst. Motion carried unanimously.

Emergency Manager: Moved by Glasser, seconded by Martwick to appoint James Farrell as the new emergency manager. Motion carried unanimously.

Traffic Signs: Moved by Glasser, seconded by R Duppong to approve the installation for 3 large and 2 banded signs from Traffic Safety Services, Inc. from Bismarck. Motion carried

unanimously. Mr. Martinez, Glasser and Duppong will help install the smaller signs to save on the high installation costs for the smaller signs.

City Auditorium: The ceiling tile in the auditorium are not repairable. The income and expense report for the auditorium will be reviewed at the December meeting to see if any further repairs will be done.

Management Letter: Moved by Schirado, seconded by R Duppong to approve this letter from Haga Kommer for the 2016 audit. Motion carried unanimously.

Special Liquor License: Moved by Schirado, seconded by Martinez to approve this application submitted by The Social Club for a wedding at the Parish Center on December 1. Motion carried unanimously.

Building Permit: Moved by Martwick, seconded by R Duppong to send a letter and fine for a fence and lean-to that did not get a permit. Motion carried unanimously.

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

Glen Ullin Job Development	13.93
Glen Ullin Regional Airport	108.61
Glen Ullin Super Valu	12.30
Glen Ullin Times.....	254.00
Haga Kommer CPA	7,200.00
Vicki Horst.....	21.25
John Mahoney.....	600.00
Lince Sanitation	8,680.00
MDU	100.60
MDU	2,128.07
Morton County Auditor	3,360.00
Napa	416.72
ND League of Cities	285.00
ND Department of Health.....	16.00
ND One Call	232.80
T Trailers.....	650.00
Southwest Water Authority.....	6,301.23
Verizon.....	35.41
WRT	170.51
Wages, Benefits, Employer Taxes (October)	11,137.34
BEK	1,171,984.61
BEK	409,134.64
BEK	314,764.21
Moore Engineering	113,479.74
Moore Engineering	12,552.85
Moore Engineering	17,595.00

Interim Interest: Moved by Schirado, seconded by Martinez to pay this interest bill, approximately \$50,000, when temporary bonds are paid off. Motion carried unanimously.

Maintenance Report:

- ✓ Landfill will be opened for the last time Saturday, November 17.
- ✓ Snow will be pushed/moved to the parking lot at the corner of B St & South Avenue
- ✓ Snow bucket: Moved by Martwick, seconded by R Duppong to purchase a used snow bucket for the skid steer advertised on BisMan. The cost is \$650.00 for an 81" X 3'. Motion carried unanimously.
- ✓ Water Tower hatches still need to be installed
- ✓ Fence around lagoon needs to be installed
- ✓ A bad valve needs to be replaced between cell #3 and cell #4.

Survey: Moved by Martinez, seconded by Orcutt to have the city property, streets & alleys on the North Side of town surveyed. We will check to see who has surveyed the other lots in the area and get a quote. Motion carried unanimously.

MDU Contract Amendment: Moved by Glasser, seconded by Orcutt to approve this amendment regarding the new street lights MDU is installing. Motion carried unanimously.

Old Fire Hall: Moved by Martwick, seconded by Glasser to install two new insulated overhead garage doors and install 2 new heaters in the food pantry and bus garage. Motion carried unanimously.

2018 Biennial Legislative Workshop: Moved by R Duppong, seconded by Martinez to pay for this class that the Mayor is attending on December 5 for a cost of \$45.00. Motion carried unanimously.

Sewer Fund: Moved by Martwick, seconded by Orcutt to put the money from WRT's share of the sewer repairs into the sewer fund (\$41,098.14). Motion carried unanimously.


Ordinance 2018-13: Moved by Glasser, seconded by Schirado to place on first reading this ordinance to increase the sewer fee by .25 per 1,000 gallons of water used. The total cost will be \$2.25. Motion carried unanimously.

Christmas Lights: Moved by Glasser, seconded by Schirado to purchase 17 new Christmas light, one for each new light pole on South Avenue to be paid for with Street Light funds. Motion carried unanimously.

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

Calendar:

Regular Meeting: Monday, December 8, 2018 at 7:00pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

Regular Meeting
December 10, 2018

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 and Anthony Schirado. Absent: Doug Martwick. Also present: Lee Kienzle, Lynn Kienzle, Melissa Rotzien, Jerod Klabunde, James Farrell, Steve Glasser, Nancy Bittner, Mike Hoerauf and Vicki Horst.

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

Bills and Financial Report: Moved by Glasser, seconded by R Duppong to approve the November financial report and pay the December bills. Motion carried unanimously.

A & A Heating and Air.....	3175.00
Anthony Schirado	250.00
Cole Papers Inc.	76.22
Dakota Pump & control Inc.	760.00
Glen Ullin Job Development	7.06
Glen Ullin Regional Airport	55.15
Glen Ullin Times.....	295.55
John Mahoney.....	600.00
Lince Sanitation	8,680.00
Marshall Lumber.....	51.89
MDU	2,783.08
Morton County Auditor	3,360.00
Napa	11.55
ND Chemistry Lab.....	576.73
ND League of Cities	105.00
ND Department of Health.....	16.00
ND One Call	38.40
ND Rural Water Systems Association.....	240.00
ND Water Users Association.....	100.00
Praxair Distribution Inc.....	198.95
Southwest Water Authority.....	5,829.88
Total Safety US.....	293.00
Verizon.....	35.43
WRT	179.88
Crane & Tractor	2,600.00
Wages, Benefits, Employer Taxes (November)	8,448.59
Arntson Stewart Wegner.....	7,700.77
BEK	70,083.91
BEK	3,083.71
Moore Engineering	10,715.00
Moore Engineering	3,217.46
Traffic Safety Services, Inc.....	4,720.50

Engineer Report:

South Avenue Project:

- ✓ Door to Social Club doesn't open correctly because of heaving concrete. Some grinding of the concrete may fix this problem. Engineer will take a look.
- ✓ Project is complete, all work is warranted for 1 year.

Phase I:

- ✓ Pay Order #7: Moved by Glasser, seconded by Schirado to approve this pay order for \$70,083.91 to BEK Consulting LLC. Motion carried unanimously.

CBDG:

Project design has been started for Elm Avenue. If there is enough money 2 blocks of G Street water main will also be replaced.

Snow removal: Steve Glasser offered his services for snow removal at a reduced rate. Side dump semi could be filled with snow by his snow blower to be hauled away-\$185.00 per hour. (\$125 for blower, \$60 for truck) . He also has a snow plow that could be used for \$90 per hour. The city should call him when the need arises.

**7:20pm Mr. Martinez arrived

Liquor License: Moved by Schirado, seconded by Martinez to change the name on the liquor license issued to Lynn Kienzle to the Asylum Bar LLC with no additional charge. Motion carried unanimously.

CBDG Administration Contract: Moved by Schirado, seconded by R Duppong to approve LCRD as the administrator of our Community Block Development Grant (CBDG). Motion carried unanimously.

Old Fire Hall: Two bids were received to install the 2 garage doors. Moved by Schirado, seconded by R Duppong to order the 2 doors from Marshall Lumber for a cost of \$3,860. Mr. Martinez said he would install the doors for no cost with help from Mr. Martwick. He plans to have them installed by the end of the year. Motion carried unanimously.

**7:40 Mr. Martinez left

Final Application CBDG: Moved by Schirado, seconded by Glasser to approve the final application for this \$300,000 grant. Motion carried unanimously.

Random Drug and Alcohol Contract: Moved by Glasser, seconded by Orcutt to approve the 2019 contract with the League of Cities. Motion carried unanimously.

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

2018-1 Sewer Resolution: Moved by R Duppong, seconded by Orcutt to approve this resolution increasing the sewer fees by twenty-five cents (.25) effective December 10, 2018. Motion carried unanimously.

Mobile Home Court Applications: Moved by Glasser, seconded by R Duppong to approve the applications for Anthony Schirado, Wetzel Trailer Park and VCZ Inc. Motion carried unanimously.

Rodeo Grounds Contract: Moved by Schirado, seconded by Orcutt to approve the 2019 annual contract with the Saddle Club. Motion carried unanimously.

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

Tina Haverluk	Zoning Board	12-30-2023
Sandy Gerving	Special Assessment Committee	12-30-2024
Audrey Duppong	Transportation Board	12-30-2021
Kari Wetzel	Transportation Board	12-30-2021
Betty DelaBarre	Job Development	12-30-2021
Vicki Horst	Job Development	12-30-2021
Nancy Bittner	Job Development	12-30-2021
Tasha Thomas	GU Visitors' Committee	12-30-2022

Garbage Rates: To clarify, the city will absorb the increase to the garbage rates, no increase for city residents.

Site Authorization: Moved by Schirado, seconded by R Duppong to approve the site authorization at the Asylum bar submitted by NoDak Sportsmen's Club. Motion carried unanimously.

Maintenance Report:

- ✓ Snowplow hydraulics need to be fixed
- ✓ Burn permit for the landfill has been submitted
- ✓ Security Camera: Moved by Glasser, seconded by Schirado to purchase a card reader for the SD card with the city gift cards. Motion carried unanimously. A large white board for the council room will also be purchased with the gift cards.
- ✓ Signs have been installed on South Avenue. Large signs will be installed December 17 & 18.
- ✓ New Christmas lights were delivered. Thanks to Anthony, Doug and Randy for helping Mike put them up.
- ✓ Additional Christmas Lights: Moved by Schirado, seconded by Orcutt to purchase 6 more lights for Main St in January when they are on sale for 40% off. Motion carried unanimously.
- ✓ Brooms for sweeper and skid steer are on order.
- ✓ Well Houses have been drained and heat turned off for the winter.
- ✓ Blue Room carpet was wet, possible seeping from ground up.
- ✓ New heaters were installed in garage and food pantry.
- ✓ Repair heater: Moved by Glasser, seconded by R Duppong to fix heater and chimney in storage part of garage at old fire hall for a cost of \$350.00. Motion carried unanimously.
- ✓ Bucket for pay loader: Moved by Schirado, seconded by Orcutt to purchase a 9' snow bucket for the Fiat Allis tractor for \$2,000. Motion carried unanimously. Options to have it delivered from Columbus Ohio will be explored.

- ✓ Sanding: Moved by Glasser, seconded by R Duppong to charge \$100.00 per hour with a minimum of one hour for sanding private parking lots/streets. Motion carried unanimously.
- ✓ Operator Certification will be worked on in January/February.
- ✓ Snow removal across from Napa is ruining the topsoil and grass seeding.
- ✓ Crushed concrete: How much do we need and how much can we afford to crush?
- ✓ Mr. Duppong will check on the crushed asphalt stored at Abrasives-whose is it?

Emergency Manager: Mr. Farrell was present to discuss issues with the EM trailer. Moved by Glasser, seconded by Schirado to purchase a plastic wheel for the trailer jack. Motion carried unanimously. Mr. Farrell is exploring grant options to upgrade or replace our emergency generator. The power to the EM trailer isn't working and needs to be fixed.

Mayor's Comments: The Prairie Dog legislation maybe passed and will give cities money every biennium. We need to start thinking of how the money should be spent because it won't be given to cities without a plan. It can be saved to use on a future project and BND would hold the money with no interest being paid.

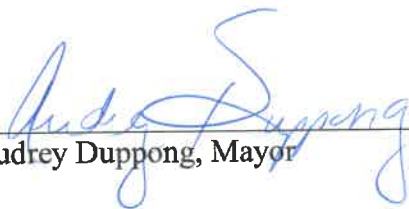
Special Assessment Money Held: The money not needed for loan payments will be invested in 6 month CD's at 2.33% interest with the Bank of Glen Ullin until needed.

2016 Audit: Audit was reviewed. The city auditor suggested that a good fraud preventive measure would be to relieve the auditor from check signing duties. Moved by Glasser, seconded by Schirado to have two of the following three people sign checks Mayor, President of the Board, Vice President of the Board. This change will be effective January 1, 2019. Motion carried unanimously.

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

Calendar:

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



Audrey Duppong, Mayor



Vicki Horst, Auditor