

Public Hearing
January 13, 2020

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:00pm in the Council Chambers with the following council members present: Gary Glasser, Raquel Helgeson and Doug Martwick, Absent: Chasity Orcutt and Anthony Schirado. Also present: John Mahoney, James Farrell, Darcy Fitterer, Cordell Roth, N Bittner, and V Horst.

No comments for or against the proposed zoning change were made. Moved by Martwick, seconded by Helgeson to place on second and final reading this ordinance 2019-07 to change the current zoning of park and recreation to Industrial within the city's zoning jurisdiction for Lot 3 of NE¼ SE¼ Less 1.62 acres road, total parcel 17.4 acres in section 30-139-88. Motion carried unanimously with Glasser abstaining.

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

Regular Meeting
January 13, 2020

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order with the Pledge of Allegiance at 7:02pm in the Council Chambers with the following council members present: Gary Glasser, Raquel Helgeson and Doug Martwick, Absent: Chasity Orcutt and Anthony Schirado. Also present: Steve Glasser, John Mahoney, James Farrell, Darcy Fitterer, Cordell Roth, N Bittner, and V Horst.

Bid Opening: Moved by Glasser, seconded by Martwick to reject all 5 bids for the Ford F550 truck. Motion carried unanimously. Moved by Helgeson, seconded by Glasser to advertise this truck again with a minimum bid of \$8,000. Motion carried unanimously. Moved by Martwick, seconded by Helgeson to accept the high bid of \$6,500 from Ray Kordonowy for the International snowplow truck with blade and sander. Motion carried unanimously.

Minutes: Moved by Martwick, seconded by Helgeson to approve the minutes from the regular meeting on December 9, 2019 and the special meetings on December 12 and December 13, 2019. Motion carried unanimously.

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

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| Doug's Custom Body Shop | 23.61 |
| Farmers Union Insurance..... | 337.00 |
| Force America..... | 51.69 |
| Glasser Welding & Excavation Inc. | 275.00 |
| Glen Ullin Job Development..... | 216.92 |
| Glen Ullin Regional Airport..... | 53.94 |
| Glen Ullin Super Valu..... | 3.69 |
| Glen Ullin Times..... | 608.08 |
| Vicki Horst..... | 98.94 |
| Inland Truck Parts & Service..... | 192.05 |
| Joe's Electric..... | 80.00 |
| John Mahoney | 600.00 |
| Lince Sanitation | 9,230.00 |

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|---|-----------|
| Marshall Lumber Company | 112.33 |
| Matthew Bender | 65.43 |
| MDU | 365.27 |
| Moore Engineering, Inc. | 2,000.00 |
| Morton County Auditor | 3,360.00 |
| Morton County Treasurer | 199.01 |
| Napa | 654.31 |
| Nelson International | 373.39 |
| North Dakota Department of Health | 16.00 |
| ND League of Cities | 1100.00 |
| Office of State Auditor | 260.00 |
| North Dakota One Call, Inc | 1.20 |
| Montana-Dakota Utilities Co..... | 2,928.21 |
| Southwest Water Authority..... | 5,174.04 |
| Verizon..... | 53.91 |
| WRT..... | 113.60 |
| Wages, Benefits, Employer Taxes (December)..... | 12,511.70 |

Sewer Claim: 104 G St S Moved by Helgeson, seconded by Martwick to table the sewer claim until our attorney checks out our options. Motion carried unanimously.

Maintenance Report:

- ✓ North well house will remain heated
- ✓ The price of 500 gallons of Dawn for the lift station will be explored
- ✓ The 1997 Chev will need some work on the front-end suspension
- ✓ 1984 Ford needs ujoins and bushings for the driver's door
- ✓ The county will not sell us any sand, the mayor will visit with Morton County to see how to rectify this situation.
- ✓ The GU Motorcycle Club gave the maintenance department a \$1,000 grant for tools. A list was given to the motorcycle club and they will be purchasing the tools for the city. Thank you, Glen Ullin Motorcycle Club, for your generous donation!
- ✓ Moved by Martwick, seconded by Helgeson to give Doug Hermes a \$60.00 credit on his water bill for helping with hanging the Christmas Lights. Motion carried unanimously.

2020-1 Ordinance: Moved by Martwick seconded by Helgeson to place this ordinance on first reading. This ordinance will change the late penalty for water bills to 1.75% of the outstanding balance in order to comply with ND Century Code. Motion carried unanimously.

Clean Out: Moved by Martwick, seconded by Helgeson to accept the quote for \$2,000.00 from Glasser Excavating to install a clean out between F & G Street in the 100-block alley. Motion carried unanimously with Glasser abstaining.

Commercial Garbage Rates: A commercial property would like to have the rates reviewed. No action was taken.

Designate Depositories: Moved by Helgeson, seconded by Martwick to designate the Bank of Glen Ullin as the 2020 depository of all funds except one water fund that will remain with Dakota Community Bank. Motion carried unanimously.

Census 2020: Each citizen of Glen Ullin will bring approximately \$19,200 of tax revenue into Glen Ullin over the next 10 years. The council is encouraging everyone to be counted.

West Morton Marketing Club may use the council meeting room with no charge for their monthly meetings provided they clean after their meetings.

Attorney: The city may remove the fences on the north side of town that are on city property. The maintenance personnel should arrange a time with a deputy that is convenient to remove the fences. A court order has been started for a fence that was illegally placed at 212 E St S.

Emergency Management:

- ✓ Tuesday, January 21st there will be a Cardiac Ready Meeting at the Blue Room.
- ✓ The City will receive a couple AED's from a grant to place around the city. A couple of locations were discussed.
- ✓ A portable generator was connected and tested at the school with everything running smoothly. A Phase Rotation Monitor would be useful in hooking up the generator.
- ✓ A letter will be sent to the owner of 401 2nd St S asking him to meet with city personnel to discuss possible flooding issues with the fence he has near the culvert.

End of Year Bonus: Moved by Glasser seconded by Helgeson to give a \$50.00 gift card to the part time janitor & bus driver. Motion carried unanimously.

Transfer: Moved by Martwick, seconded by Glasser to transfer \$23,400 from the general fund into the highway fund as budgeted for the 2019 year. Motion carried unanimously.

Year End Report: Moved by Helgeson, seconded by Glasser to approve the year end closing balances as presented by the Auditor. Motion carried unanimously.

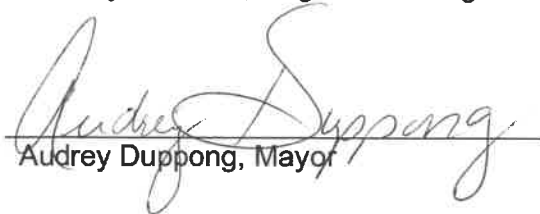
Police Contract: Moved by Helgeson, seconded by Glasser to sign the 2020 annual contract with Morton County, no price increase. Motion carried unanimously.

DPC Inspection Contract: Moved by Glasser, seconded by Martwick to approve the 2020 contract with Dakota Pump Control. Motion carried unanimously.

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

Calendar:

February 10, 2020, Regular Meeting at 7:00pm


Audrey Duppong, Mayor


Vicki Horst, Auditor

Regular Meeting
February 10, 2019

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:00pm in the Council Chambers with the Pledge of Allegiance. The following council members were present: Raquel Helgeson, Doug Martwick, Chasity Orcutt and Anthony Schirado. Absent: Gary Glasser. Also present David Shepherd, Johnny Buchholz, Terry Price, James Farrell, D Fitterer, N Bittner, and V Horst.

2020 Fire Hydrant Project Bids: Bids were opened from BEK Consulting, Shep's Construction & Excavation and Tand Construction. Moved by Schirado, seconded by Martwick to award the base bid and all optional bids to Shep's Construction & Excavation out of Dickinson if all conditions are met. A base bid of \$67,844.28, and \$9,692.04 for each of the alternates for a total of \$96,920.40 was bid. Motion carried unanimously.

Minutes: Moved by Schirado, seconded by Orcutt to approve the minutes from the regular meeting on January 9, 2020. Motion carried unanimously.

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

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| Black Mountain Software | 2,633.00 |
| BNSF Railway Company | 84.42 |
| Duppong's Inc. | 256.94 |
| Farmers Union Oil..... | 96.70 |
| Glen Ullin Public Library..... | 1,000.00 |
| Glen Ullin Regional Airport..... | 3,076.64 |
| Glen Ullin Times | 494.23 |
| Gooseneck Implement | 16.51 |
| Vicki Horst | 170.58 |
| John Mahoney | 600.00 |
| Lince Sanitation | 9,230.00 |
| Marco Technologies LLC | 38.75 |
| Marshall Lumber Company | 169.79 |
| Morton County Auditor | 3,360.00 |
| North Dakota Department of Health | 16.00 |
| Old Red Trail..... | 500.00 |
| North Dakota Workforce Safety & Insurance..... | 2,608.69 |
| Ray's Construction..... | 6,000.00 |
| Morton County Auditor | 24.00 |
| Amazon.com..... | 238.95 |
| AXA Equitable..... | 298.15 |
| Blue Cross/Blue Shield | 272.50 |
| Glen Ullin Job Development..... | 207.33 |
| Montana-Dakota Utilities Co. | 2,715.39 |
| Southwest Water Authority..... | 8,295.66 |
| Verizon | 53.57 |
| WRT | 76.66 |
| WRT | 55.53 |
| Wages, Benefits, Employer Taxes (January) | 17,857.89 |

State Highway Shop: Terry Price was present to discuss options for getting a 2" waterline to their building. Prices will be checked to see how much it would cost to upgrade their line to a 2" line.

Maintenance Report:

- ✓ Blue Room Heat-needs a booster fan, a larger motor or a new furnace. Will check prices for all options
- ✓ Shop Electrical-some upgrades need to be done to make the electrical compliant with current safety codes.
- ✓ Pump house needs a new heater.
- ✓ IHC 404 mower tractor is being fixed and painted.

Bids: One bid was received for the 2005 F550 Truck. Moved by Helgeson, seconded by Schirado to accept the bid for \$10,600 from the University of Mary. Motion carried unanimously.

Loan Payment: Moved by Martwick, seconded by Helgeson to apply \$10,000 to the new snow plow truck loan from the sale of the Ford F550. Motion carried unanimously.

Abatement: Moved by Schirado, seconded by Martwick to approve the abatement for the house owned by the Evangelical Congregational Church. Motion carried unanimously.

406 B St S: Moved by Schirado, seconded by Orcutt to advertise for bids to tear this house down. Motion carried unanimously.

Unpaid Property Taxes: Moved by Helgeson, seconded by Schirado to purchase 4 properties from Morton County due to unpaid property tax. Motion carried unanimously.

- 63-0898000 Lot H, I & J of Outlot 3, Glen Ullin Lands
- 63-0844000, Lots 23-24, Block 47, Western Addition
- 63-0102100 Lots 23-24 Block 5, Glen Ullin Proper
- 63-0773000 Lot 12, Block 1, Voegele's 3rd Addition

Moved by Helgeson, seconded by Orcutt advertise for bids for the property at 114 E St S. Terms to include one year to either tear it down or make it livable with Custer Health to do an inspection. Motion carried unanimously.

Living Quarters: What does a property need to have to make the it livable? Old ordinances will be reviewed to see if definitions should be added to our current ordinances.

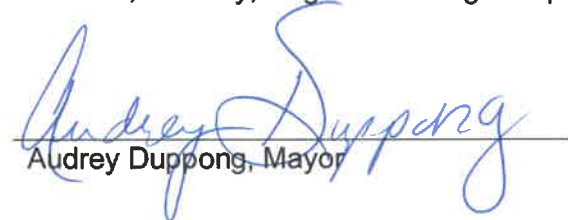
Emergency Management: February 18th & 19th is a FEMA Class. James has declined payment for his services. He will be a volunteer from this point forward. Thank you very much for your services Mr. Farrell.

Main Street Initiative meeting was well attended on Thursday, February 6.

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

Calendar:

3-9-2020, Monday, Regular Meeting-7:00pm


Audrey Duppong, Mayor


Vicki Horst, Auditor

Regular Meeting
March 09, 2020

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:00pm in the Council Chambers with the Pledge of Allegiance. The following council members were present: Gary Glasser, Raquel Helgeson, Chasity Orcutt and Anthony Schirado. Absent: Doug Martwick, Also present Steve Glasser, Deputy Lloyd, James Farrell, N Bittner, D Fitterer, C Roth and V Horst.

Minutes: Moved by Schirado, seconded by Helgeson to approve the minutes from the regular meeting on February 10, 2020. Motion carried unanimously.

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

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| A & A Heating & Air..... | 175.00 |
| Black Mountain Software | 900.00 |
| Dakota Community Bank & Trust, N.A. | 10,000.00 |
| Dakotaland Feeds, LLC | 35.00 |
| Duppong's Inc..... | 142.82 |
| Farmers Union Oil..... | 332.45 |
| Ferguson Waterworks..... | 112.59 |
| Glasser Welding & Excavation Inc. | 225.91 |
| Glen Ullin Regional Airport..... | 2,576.76 |
| Glen Ullin Super Valu..... | 15.36 |
| Glen Ullin Times | 301.10 |
| Hz Electric LLC..... | 172.67 |
| John Mahoney | 600.00 |
| Lince Sanitation | 9,230.00 |
| Marshall Lumber Company | 5,279.03 |
| Morton County Auditor | 3,360.00 |
| Napa Auto Parts | 1,096.32 |
| ND Dept of Environmental Quality | 60.00 |
| North Dakota Department of Health..... | 16.00 |
| AXA Equitable..... | 269.35 |
| Blue Cross/Blue Shield | 1,367.80 |
| Glen Ullin Job Development..... | 349.51 |
| Montana-Dakota Utilities Co. | 2,423.17 |
| Southwest Water Authority..... | 7,682.96 |
| Verizon | 53.57 |
| WRT | 77.93 |
| WRT | 5.32 |
| Wages, Benefits, Employer Taxes (February)..... | 15,791.61 |

House Tear Down: Moved by Schirado, seconded by Helgeson to accept the lone bid from Glasser Excavation for \$6,500.00 to tear down the house at 406 B St S including removing two trees. The property owner will have until April 15th to remove any personal belongings. Motion carried unanimously.

Auditorium Furnace Bid: Moved by Schirado, seconded by Glasser to not accept any bids due to the cost of replacement. Motion carried unanimously. Will check prices for adding a booster to the current furnace.

Lots 25-29, Block 47, Western Addition: Moved by Schirado, seconded by Helgeson to trade these lots for lot rent near the lagoon. Steve Glasser's annual \$500 rent will be waived for 4 years in exchange for these lots. Motion carried unanimously with Glasser abstaining.

Maintenance Report:

- ✓ Emulsion: Moved by Schirado, seconded by Glasser to purchase 6 totes and chips as needed. Motion carried unanimously. The crushed asphalt will be used as a base.
- ✓ Shop Electrical: Moved by Glasser, seconded by Schirado to accept Hz Electric's bid to upgrade the needed wiring in the shop and install an outside outlet for the Durapatcher on the SW corner of the shop. Motion carried unanimously.
- ✓ Pump house heater: Glasser will inspect to see if we want to purchase this heater from Darcy Fitterer.
- ✓ Packer: Will check prices for purchasing a packer.
- ✓ Lift Station: Enzymes will be purchased from MARC and continue to use a gallon of Dawn each week.

Attorney: Dog complaint and illegible fence are in the court process.

110 E St S: Bids will be received for the April meeting with the stipulation that the house be tore down within one year or the property reverts to the city.

Fire Hydrant Project: Moved by Schirado, seconded by Orcutt to approve the contract for this project with Shep's Construction. Motion carried unanimously. Will check contract to verify that domestic parts are not required.

Ordinance 2020-2: Moved by Schirado seconded by Glasser to place on first reading this ordinance regarding curb notching. Moved by Glasser, seconded by Orcutt to charge \$50.00 for this permit. Motion carried unanimously.

Living Quarters Ordinance 2020-3: Moved by Schirado, seconded by Orcutt to place on first reading this ordinance regarding minimum requirements for a dwelling unit. Motion carried unanimously.

Wastewater Disposal Policy: no action taken

GU Motorcycle Club: Moved by Helgeson, seconded by Schirado to allow the club to block off South Avenue on 5-25-2020 and again for the street dance during the motocross rally in August. Motion carried unanimously.

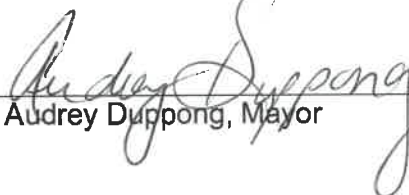
Community Grant: Moved by Schirado, seconded by Glasser to apply for a grant to purchase a speaker phone system that can be used in the conference room. Motion carried unanimously.

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

Calendar:

4-13-2020, Monday, Board of Equalization Meeting 7:30pm

4-13-2020, Monday, Regular Meeting-following BOE.



Audrey Duppong, Mayor



Vicki Horst, Auditor

Regular Meeting
April 13, 2020

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:40 pm in the Council Chambers. All others were present via Zoom Meeting. Following the Star-Spangled Banner, the following council members indicated that they were present: Gary Glasser, Raquel Helgeson, Doug Martwick, Chasity Orcutt and Anthony Schirado. Also present: Jerrid Soupir, Kent Glasser, Melissa Rotzien, Jerod Klabunde, Jon Schroeder, James Farrell, N Bittner and V Horst.

Minutes: Moved by Helgeson, seconded by Orcutt to approve the minutes from the regular meeting on March 9, 2020. Motion carried unanimously.

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

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| Bank of North Dakota..... | 39,540.25 |
| Dakotaland Feeds, LLC | 20.00 |
| Duppong's Inc..... | 98.36 |
| Farmers Union Oil..... | 40.10 |
| Glasser Welding & Excavation Inc..... | 475.95 |
| Glen Ullin Times | 252.98 |
| Vicki Horst..... | 325.15 |
| HZ Electric LLC | 638.81 |
| John Mahoney | 600.00 |
| Lince Sanitation | 9,230.00 |
| Mid-American Research Chemical | 480.00 |
| Marshall Lumber Company..... | 66.28 |
| Matthew Bender..... | 64.83 |
| Montana-Dakota Utilities Co. | 277.45 |
| Moore Engineering, Inc..... | 1,717.50 |
| Morton County Auditor | 3,360.00 |
| Morton County Recorder..... | 20.00 |
| Napa Auto Parts | 919.37 |
| North Dakota Department of Health..... | 16.00 |
| North Dakota One Call, Inc..... | 6.00 |
| Swanston Equipment Corporation | 775.42 |
| Montana-Dakota Utilities Co. | 2,230.48 |
| Southwest Water Authority | 6,667.66 |
| Verizon..... | 53.57 |
| WRT..... | 127.87 |
| Wages, Benefits, Employer Taxes (March)..... | 14,151.53 |

114 B St S: One bid was received and then withdrawn.

Tires: Moved by Glasser, seconded by Martwick to have the city bury the tires at the landfill. Motion carried unanimously with Schirado abstaining. These tires were permitted by Custer Health to be buried with one-time permit at the landfill on July 2017. They were

at the motocross track but they were not needed nor could be used there. Custer Health will send another letter extending our permission to bury these tires.

Engineer:

- ✓ Elm Avenue Project should be finished in 3 weeks.
- ✓ Streets are in bad shape but have been documented before TAND came to town. They are using the smallest equipment possible to help preserve the streets.
- ✓ Seeding restoration is not part of this project.
- ✓ Waiting for a cement and asphalt bid before making final decisions.
- ✓ Grant options were presented for further projects.

Fire Hydrant Project: Waiting for a bid award acceptance letter from Shep's Construction.

Chickens: Moved by Martwick, seconded by Schirado to keep our current ordinance prohibiting chickens in the city limits. Voting yes: Glasser, Martwick, Orcutt & Schirado. Voting No: Helgeson. Motion carried.

Dog License: All licenses will continue until a future date. The annual vaccination clinic will be postponed until a later date.

Curb stops: Moved by Schirado, seconded by Martwick to have Glasser Excavation repair the curb stop in front of the Drug Store. Motion carried unanimously with Glasser abstaining.

Ordinance 2020-2: Moved by Schirado, seconded by Glasser to place on second and final reading this ordinance regarding curb notching. Motion carried unanimously.

Ordinance 2020-3: Moved by Schirado, seconded by Orcutt to place on second and final reading this ordinance regarding minimum requirements for a dwelling unit. Motion carried unanimously.

North Ave: A Children at play sign will be put up. Traffic is too fast on this street.

Emergency Management: Nothing new to report. The GU Memorial Campground will open May 4, 2020. A hearty thank-you to our EM, James Farrell, for keeping up with all the issues regarding Covid-19.

Landfill: If we can find help the landfill will open April 25th. Clean Up Day will be postponed or cancelled for this year, tabled until May.

Water Bill Moved by Martwick, seconded by Helgeson to remove the water bill from 114 E St S since the water meter has been removed and the City owns the house. Motion carried unanimously.

CBDG: We will apply for a grant to put in an ADA ramp at the City Auditorium.

Community Grant: Moved by Helgeson, seconded by Orcutt to approve the grant application for new keyless entry locks on the City building. Voting yes: Glasser, Helgeson, Martwick, & Orcutt. Voting No: Schirado. Motion carried.

Conference Room Phone: Moved by Martwick, seconded by Orcutt to purchase a Polycom SoundStation 2 EX from WRT for the council room and a webcam with mic for the office computer. Motion carried unanimously.

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

Calendar:
5-11-2020, Regular May Meeting 7:30pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

2020 Board of Equalization Meeting

Monday, April 13, 2020
7:30pm

The Board of Equalization Meeting was called to order at 7:30pm by the Mayor Audrey Duppong in the Council Chambers with the following Council Members present via Zoom: Gary Glasser, Raquel Helgeson, Doug Martwick, Chasity Orcutt, and Anthony Schirado. Also present were City Assessor William Schafer, James Farrell, Nancy Bittner, and Vicki Horst.

City Assessor Schafer provided a written report to the council based on the assessment roll from February 1, 2019 to February 1, 2020. There was a 2.54% increase in residential value and a 4.03 % decrease in commercial property. The overall increase in value was about 1.17% for a total of \$36,117,100. Zero (0) notices were sent out to property owners that had either a 10% or \$3,000 increase on the value of their property.

Moved by Martwick, seconded by Schirado to approve the 2019 tax values as presented by Assessor Schafer. Motion carried unanimously.

A motion to adjourn was made by Schirado, seconded by Helgeson. Motion carried unanimously.



Audrey Duppong, Mayor



Vicki Horst, Auditor

Regular Meeting
May 11, 2020

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:30pm. All were present via Zoom Meeting. Following the Star-Spangled Banner, the following council members indicated that they were present: Gary Glasser, Raquel Helgeson, Doug Martwick, Chasity Orcutt and Anthony Schirado. Also present: Melissa Rotzien, Jerod Klabunde, Emily Kottre, Renee Clink, Tim Jeffries, Terry Price, Deputy Andy Tryhus, James Farrell, N Bittner, C Roth, D Fitterer and V Horst.

Minutes: Moved by Martwick, seconded by Schirado to approve the minutes from the regular meeting on April 13, 2020. Motion carried unanimously.

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

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|---|------------|
| Bank of North Dakota | 39,540.25 |
| A & A Heating & Air | 300.00 |
| Dakotaland Feeds, LLC..... | 35.00 |
| Farmers Union Oil | 293.07 |
| Glen Ullin Times | 338.73 |
| John Mahoney | 600.00 |
| Lince Sanitation | 9,230.00 |
| Marshall Lumber Company | 74.19 |
| Matthew Bender | 65.43 |
| Morton County Auditor | 3,360.00 |
| North Dakota One Call, Inc | 13.20 |
| Glasser Welding & Excavation Inc. | 4,800.00 |
| Glen Ullin Regional Airport | 141.88 |
| Structural Materials | 1,588.96 |
| Blue Cross/Blue Shield | 1,367.80 |
| Montana-Dakota Utilities Co | 1,926.96 |
| Southwest Water Authority | 7,397.50 |
| Verizon | 53.40 |
| WRT | 433.55 |
| WRT | 55.12 |
| Moore Engineering | 18,779.10 |
| TAND Construction LLC | 166,311.63 |
| Wages, Benefits, Employer Taxes (April) | 17,176.66 |

Engineer:

- Elm Avenue Project has the water portion complete. Asphalt will be completed in the coming weeks.
- Handicap ramps on E St, should they have been put in? Jerod will check into this.
- Streets are dirty and the contractor should clean them up.
- A roll test with full water should be done.
- Change order #1 took the section of watermain from Main St to 2nd St out of this project.
- Payment #1: Moved by Martwick, seconded by Schirado to make this first payment of \$166,311.63. Motion carried unanimously.

- Engineer Payment: Moved by Glasser, seconded by Schirado to pay \$18,779.10 for invoice #23514.
- Our 1-year look back period is up for the RD project. Any concerns that need to be addressed should be discussed with Jerod in the next couple of days.

Additional Asphalt:

- Moved by Schirado, seconded by Martwick to accept the bid from Quality Asphalt for items #4 & #5 (County Rd 88) for a cost of \$6,750.00. Motion carried unanimously.
- Moved by Schirado, seconded by Martwick to approve items #1,2,3 & 12 for a cost of \$8,948.80. Motion carried unanimously. (#1 Ash & G St, #2 207 G St, #3 201 E St, #12 Main St)
- Moved by Schirado, seconded by Martwick to approve the bid for Elm St between D & F St, pavement only for a cost of \$34,500. Motion carried unanimously.
- Moved by Schirado, seconded by Martwick to approve a bid of \$14,000 from Glasser Excavating for prepping Elm Ave between D & F St and replacing with 4" of blended base and fabric. The fabric will cost \$1,600. Motion carried unanimously.

Building Permits:

- Moved by Martwick, seconded by Schirado to approve the 6' variance for a deck at 110 7th St S. Motion carried unanimously
- Moved by Martwick, seconded by Schirado to approve the zoning variance for 4115 66th Ave. The variance allows a shop to be built in a Parks & Rec zone. Motion carried unanimously.

State Highway Dept: Mr. Price asked the council if they had a bid for replacing the 1" water line to a 2" line to their shop. A bid has been requested from Glasser Excavation. A special meeting will be called in the next week to review costs.

Main St Sidewalk: Moved by Glasser, seconded by Martwick to approve a handicap ramp near the drug store instead of a valley gutter. Motion carried unanimously.

Additional Curb & Gutter: Moved by Schirado, seconded by Martwick to have Heart River Concrete replace the curb and gutter at 207 G St and 409 Elm Ave E. Motion carried unanimously.

Maintenance:

- Packer: Moved by Schirado, seconded by Martwick to purchase a roller/packer for \$500 from Harbor Freight. Motion carried unanimously
- Sidewalk Caulking: Midwest Caulking will give Main Street business owners bids to seal their sidewalk cracks. Thanks, Darcy, for lining this up.
- Chester Miller Clean Up Day: Moved by Glasser, seconded by Martwick to have the landfill open on June 5th & 6th from 9:00-5:00 no curbside pickup. Regular fees apply. Motion carried unanimously.
- Truck Route: No changes will be made to the North Side. All streets on the North side of the track are part of the truck route. North Ave will be bladed later this summer.
- Landfill: Moved by Martwick, seconded by Orcutt to get bids for a dozer to push up the pile at the landfill. Motion carried unanimously.
- Water line at 115 North Ave W will be repaired by owner.

Fire Hydrant Project: Acceptance letter, signed contract and performance bond have been received from Shep's Construction.

Transient Merchant Application: Moved by Helgeson, seconded by Schirado to approve the application for The Scootin' Scoop for 2020. Motion carried unanimously.

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

Police Report: It has been quiet. One dog bite reported.

Dog Licensing: Our annual dog licensing vaccination clinic will be held the end of June depending on vet availability.

Sewer Claim: Moved by Martwick, seconded by Helgeson that the attorney send a letter to the owners of the 2 block extended sewer line stating they are the owners of the sewer line and all future repairs, maintenance and damages are their responsibility and they need to obtain an easement for their sewer line. Motion carried unanimously.

Community Grant: Further pricing and options will be explored for the new keyless entry locks for the city building.

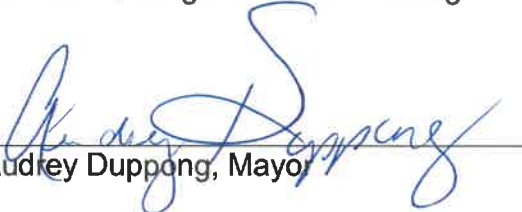
Official Newspaper: Moved by Glasser, seconded by Helgeson to reappoint the Glen Ullin Times as the official city newspaper of Glen Ullin. Motion carried unanimously.

City Transportation: The bus has been taking people to Bismarck and will continue to do so with the necessary precautions.

Budget Class: Moved by Orcutt, seconded by Helgeson to allow the City Auditor to take the League of Cities budgeting class on May 21st with a cost of \$60.00. Motion carried unanimously.

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

Calendar:
6-08-2020, Regular June Meeting 7:30pm
6-23-2020 Reorganizational Meeting



Audrey Duppong, Mayor



Vicki Horst, Auditor

Special Meeting
May 27, 2020

President Doug Martwick called the Zoom meeting to order at 8:00pm. Roll Call: Gary Glasser, Raquel Helgeson, Chasity Orcutt and Anthony Schirado. Absent: Audrey Duppong. Also Present: Terry Price, N Bittner, D Fitterer & Vicki Horst.

Agenda:

State Highway Department Water Line
Fire Hydrant Project Motion to Proceed
CBDG
Street Light
Banners
Bills

Water Line: Three options were presented by Glasser Excavation. The state would pick up some cost to install this waterline so the bid needs to be more detailed and will be reviewed at the June regular meeting.

Motion to Proceed: Moved by Schirado, seconded by Glasser to approve the notice to proceed for Shep's Construction with a start date of July 1. Motion carried unanimously.

Street Light: Moved by Glasser, seconded by Schirado to replace the street light at the corner of Oak & B St and remove the one in the alley on Oak between Main & B Street. Motion carried unanimously.

Banners: The GUPPIES will check into purchasing new banners & brackets. No banners will be hung this year.

Bills:

- ✓ Moved by Schirado, seconded by Glasser to pay the bill from Heart River Concrete Construction and to bill the property owner for replacing the sidewalk. Motion carried unanimously.
- ✓ Moved by Glasser, seconded by Orcutt to pay Universal Concrete Construction for the curb & gutter repair & city share of the driveway at 409 Elm Ave E for a total of \$894.71. Motion carried unanimously.
- ✓ Moved by Schirado, seconded by Glasser to pay the April Napa bill. Motion carried unanimously.

Crushed Concrete: Moved by Helgeson, seconded by Glasser to not sell any product at a reduced rate. Motion carried unanimously.

Adjourn:

Moved by Schirado, seconded by Helgeson to adjourn the meeting. Motion carried unanimously



Doug Martwick, President



Vicki Horst, City Auditor

Regular Meeting
June 8, 2020

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:30pm in the Blue Room with the Pledge of Allegiance. The following council members were present: Raquel Helgeson, Doug Martwick, Chasity Orcutt and Anthony Schirado. Absent: Gary Glasser. Also present: Melissa Rotzien, Alice Fitterer, Craig Horst, Terry Price, James Farrell, N Bittner, C Roth, D Fitterer and V Horst.

Minutes: Moved by Schirado, seconded by Helgeson to approve the minutes from the regular meeting on May 11 and the special meeting on May 27, 2020. Motion carried unanimously.

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

| | |
|--|-------------|
| Bank of North Dakota..... | \$39,540.25 |
| Lince Sanitation | 9,230.00 |
| Farmers Union Oil..... | 1.91 |
| Glen Ullin Regional Airport..... | 10.42 |
| Glen Ullin Times | 794.55 |
| John Mahoney | 600.00 |
| Marshall Lumber Company..... | 118.08 |
| Morton County Auditor..... | 3,360.00 |
| North Dakota One Call, Inc..... | 10.80 |
| Moore Engineering, Inc..... | 11,084.85 |
| North Dakota League of Cities..... | 60.00 |
| Vicki Horst..... | 59.99 |
| Matthew Bender | 77.81 |
| NorMont Equipment | 2,215.50 |
| J.P. Cooke Co. | 80.05 |
| Glasser Welding & Excavation Inc. | 16,560.00 |
| GUPPIE's | 20.00 |
| Gooseneck Implement | 44.95 |
| Jerome Koehler | 1,831.80 |
| Northern Improvement Co. | 909.59 |
| Dakotaland Feeds, LLC | 25.00 |
| Quality Asphalt Repair, Inc. | 52,948.80 |
| Amazon.com | 165.97 |
| Dakota Community Bank & Trust, N.A. | 1,683.64 |
| Dakota Community Bank & Trust, N.A..... | 3,063.47 |
| Glen Ullin Job Development | 1.42 |
| Montana-Dakota Utilities Co. | 1,649.02 |
| Southwest Water Authority | 11,148.50 |
| Verizon | 53.40 |
| WRT | 55.12 |
| WRT | 74.86 |
| TAND Construction LLC | 127,647.63 |
| Wages, Benefits, Employer Taxes (May)..... | 15,632.97 |

Hayland Bids: Two bids were received, no oral bids. Moved by Schirado, seconded by Martwick to accept the high bid of \$39.00 per acre from Larry Wetzel. Motion carried unanimously.

Fireworks: Moved by Schirado, seconded by Helgeson to grant an exemption to Alice Fitterer for a 2020 fireworks stand at 103 South Ave W. Motion carried unanimously.

Building Permits: Moved by Martwick, seconded by Helgeson to approve a 7' variance on the front of the property for a garage at 311 4th St S. Motion carried unanimously

Waterline: Moved by Martwick, seconded by Schirado to approve the bid of \$7,000 from Glasser Excavation to install a 2" water line from the hydrant at 401 N Ave straight across to County Rd 88 where the state can connect, subject to approval from the State. Motion carried unanimously. An easement will be obtained.

Engineer:

- Elm Avenue Project had the substantial completion walk through before the meeting. A couple of items are on the punch list.
- Payment #2: Moved by Schirado, seconded by Orcutt to pay this pay order for \$127,647.63 to TAND Construction . Motion carried unanimously.
- The City has presented a couple of invoices for materials used to TAND and will be included for the final payment.
- Engineer Payment: Moved by Martwick, seconded by Helgeson to pay \$11,084.85 for invoice #23718. Motion carried unanimously.
- ADA Ramps: Moved by Martwick, seconded by Orcutt to remove the cost of these ramps from the next bill paid to Moore Engineering. Motion carried unanimously.
- RD Phase 1 project will have some corrections made to a couple gate valves.

Maintenance:

- Sick Leave: Moved by Martwick, seconded by Orcutt to leave the sick leave policy as is but to approve sick leave on a case by case basis without a signed doctor's note. Motion carried unanimously.
- Sweeper: Will need to be replaced, doesn't work well anymore
- Loader: The hydraulic pump is weak. Will see if someone can come out to test it.

Fire Hydrant Project: Will start after July 1 with a preconstruction meeting scheduled.

Site Authorization & Gaming Permits: Moved by Schirado, seconded by Helgeson to approve the gaming site authorization for Rattler Gas & Asylum Bar LLC and the gaming permits for Crossroads Golf, Marian Manor HealthCare, Guppies, American Legion, GU Motorcycle Club, Sacred Heart Church, and Randy Morman Memorial. Motion carried unanimously.

Assessor Contract: Moved by Martwick, seconded by Schirado to approve the 2021 contract with Morton County. Motion carried unanimously.

Transportation Agreement: Moved by Schirado, seconded by Helgeson to approve the renewal contract. Motion carried unanimously.

Liquor Licenses: Moved by Helgeson seconded by Martwick to approve the on sale/off sale liquor/beer license for the Asylum Bar, Rud Corporation and the Social Club. Motion carried unanimously.

Transient Merchant Fees: Moved by Martwick, seconded by Schirado to leave the current fees in place. Motion carried unanimously.

Tree Ordinance: Some research will be done on this issue.

Junk Vehicle/Messy Yards: Custer Health will be contacted regarding some yards and some vehicles will be ticketed.

Emergency Management: A grant furnished 5 AED's to Glen Ullin to be placed in willing businesses.

Transfer of Funds:

- Moved by Marwick, seconded by Orcutt to transfer \$31,581.45 from the water fund into the 2019 Elm Ave Project Fund. Motion carried unanimously.
- Moved by Orcutt, seconded by Martwick to transfer \$30,000 from the sales tax fund and \$39,508.80 from the general fund into the highway fund to pay for the street paving. Motion carried unanimously.

Auditorium Sign: Moved by Schirado, seconded by Marwick to give permission to the GUPPIES to put a new electronic sign in front of the Blue Room. Motion carried unanimously.

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

Calendar:

6-18-2020 Budget Meeting
6-23-2020 Reorganizational Meeting 7:30pm
6-29-2020 Precon Meeting 10:00am
7-13-2020 Regular July meeting 7:30pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

Reorganizational Meeting
June 23, 2020

Mayor Audrey Duppong called the reorganizational meeting of the Glen Ullin City Council to order at 7:30pm in the Blue Room with the Pledge of Allegiance. The following council members were present: Raquel Helgeson, Alex Martinez, Doug Martwick, and Anthony Schirado. Absent: Gary Glasser and Chasity Orcutt. Also present: V Horst.

Oath of Office:

- ✓ Doug Martwick, Board President administered the Oath of Office to Mayor elect Audrey Duppong.
- ✓ Mayor Duppong administered the Oath of Office to Raquel Helgeson, Alex Martinez & Anthony Schirado, newly elected and re-elected City Councilmembers.

President & Vice President: Moved by Helgeson, seconded by Martinez to cast a unanimous ballot for the current President, Doug Martwick and current Vice President, Gary Glasser. Motion carried unanimously.

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

- ✓ City Auditor-Vicki Horst
- ✓ City Attorney-John Mahoney
- ✓ Maintenance-Darcy Fitterer & Cordell Roth
- ✓ Emergency Manager-James Farrell
- ✓ Transportation-Nancy Bittner
- ✓ City Health Officer-Custer District Health

Fence-212 E St S: Moved by Helgeson, seconded by Schirado to not dismiss the court case until the fence comes down. Motion carried unanimously.

Food Truck Permit: Moved by Helgeson, seconded by Schirado to approve the food vendor permit for the Hearty Heifer every other Tuesday, summer 2020. Motion carried unanimously.

Food Truck Location: Moved by Schirado, seconded by Helgeson to approve the Hearty Heifers location -119 South Ave E. Motion carried unanimously.

Locks: Moved by Martinez to replace 2 locks. Motion died for lack of a second. Moved by Martinez, seconded by Helgeson to replace 3 locks installed by Guardian Locks for a total cost of \$2,262.12. Motion carried unanimously. The locks will be placed on the Auditor Office, Council Chambers & Shop doors.

Bills: Moved by Schirado, seconded by Martinez to approve the following bills. Motion carried unanimously.

| | |
|---|----------|
| Dakota Community Bank & Trust, N.A..... | 3,063.47 |
| Napa | 521.42 |

Concrete: Moved by Schirado, seconded by Martinez to charge \$100 per load for uncrushed concrete, loaded by the City for Z Wicks. Motion carried unanimously.

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

Calendar:

6-29-2020 Budget Meeting 7:00pm

6-30-2020 Precon Meeting 10:00am

7-13-2020 Regular July meeting 7:30pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

Regular Meeting
July 13, 2020

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:30pm in the Blue Room with the Pledge of Allegiance. The following council members were present: Gary Glasser, Doug Martwick, Alex Martinez, Chasity Orcutt and Anthony Schirado. Absent: Raquel Helgeson. Also present: Linda Castner, Gail & Kevin Christensen, Melissa Rotzien, Jerod Klabunde, James Farrell, N Bittner, C Roth, D Fitterer and V Horst.

Board Appointment: Moved by Glasser, seconded by Martinez to appoint Chasity Orcutt to the open board position. Motion carried unanimously. Orcutt took her place at the table.

Oath of Office: Was taken by Glasser & Orcutt.

Minutes: Moved by Schirado, seconded by Orcutt to approve the minutes from June 8 and the special meeting on June 23, 2020. Motion carried unanimously.

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

| | |
|--|-----------|
| Dakota Pump & Control, Inc..... | 760.00 |
| Dakotaland Feeds, LLC..... | 10.00 |
| Farmers Union Oil | 408.07 |
| Glasser Welding & Excavation Inc..... | 6,500.00 |
| Glen Ullin Regional Airport | 37.81 |
| Glen Ullin Super Valu | 21.75 |
| Glen Ullin Times | 401.00 |
| Gooseneck Implement | 63.22 |
| Vicki Horst | 596.93 |
| John Mahoney..... | 600.00 |
| Lince Sanitation..... | 9,230.00 |
| Marshall Lumber Company | 37.64 |
| Morton County Auditor | 3,360.00 |
| Napa Auto Parts | 180.50 |
| ND Dept of Environmental Quality..... | 10.00 |
| NorMont Equipment | 2,215.50 |
| Northern Improvement Co..... | 876.26 |
| North Dakota One Call, Inc..... | 12.65 |
| Opp Well Drilling & Supplies, Inc..... | 189.72 |
| Southwestern District Health Unit..... | 40.00 |
| Amazon.com | 78.38 |
| Glen Ullin Job Development..... | 5.09 |
| Montana-Dakota Utilities Co..... | 1,649.58 |
| Southwest Water Authority | 11,131.46 |
| Verizon | 53.40 |
| WRT | 84.54 |
| WRT | 55.96 |
| Wages, Benefits, Employer Taxes (June) | 15,894.46 |

Tires: Excess tires on the North side of town will be reported to Custer District Health.

Fence: Moved by Martwick, seconded by Glasser to give an extension to 212 E St S until September 30 to remove their illegal fence and license their six dogs. Motion carried unanimously. The court case will be postponed until after September 30th.

Engineers: Elm Ave Project-TAND will be invited to the August meeting to discuss their proposed change order.

Landfill: Moved by Martwick, seconded by Schirado to rebid the landfill job into 1 job, with 3 parts. Motion carried unanimously, with Glasser abstaining.

Maintenance: Moved by Glasser, seconded by Schirado to purchase 4 more totes of emulsion including supplies needed to use these totes by September 1. Motion carried unanimously. The landfill road will be fixed with scoria by the maintenance department.

Preliminary Budget: Moved by Schirado, seconded by Martwick to approve the budget as presented. Motion carried unanimously.

Wages: Moved by Glasser, seconded by Martinez to change the percentage of maintenance personnel wages to 35% highway fund, 40% water fund, 20% sewer fund and 5% landfill fund. Motion carried unanimously.

Sewer Resolution: Moved by Glasser, seconded by Schirado to raise the sewer charge by .25 per 1,000 gallons of water used effective September 1, 2020. Motion carried unanimously.

Gaming permits: Moved by Glasser, seconded by Schirado to approve the gaming permits for the GU Public School and GU School-Close Up. Motion carried unanimously.

Consent Agenda: Moved by Schirado, seconded by Orcutt to use a consent agenda going forward. Motion carried unanimously.


Attorney: Mr. Barry will be contacted regarding an easement across the softball field which is school property.

Ordinance 2020-4: Moved by Orcutt, seconded by Martinez to place on first reading this ordinance regarding storage of hay/straw bales in the residential district of the city. Motion carried unanimously.

Emergency Manager: 6 AED's have been placed in businesses around town-thank you all!

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

Calendar:
8-10-2020 Regular August meeting 7:30pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

Community Development Block Grant
Public Hearing
August 10, 2020

The Public Hearing was called to order by Mayor Audrey Duppong at 7:30pm in the Blue Room with the following Council Members present: Gary Glasser, Doug Martwick, Chasity Orcutt and Anthony Schirado. Absent: Raquel Helgeson, Alex Martinez: Also present: Nathan Boehm, Steve Glasser, Marla Orcutt, Michelle & David Psyck, Sandy Gerving, Karen Schirado, Lee Kienzle, Darcy Fitterer, Jarod Klabunde, Melissa Rotzien, Nancy Bittner and Vicki Horst.

Project: 2021 Water Tower Line Replacement

Purpose: CDBG Pre-project Hearing

The City of Glen Ullin is pleased to accept the grant money for this project. No comments against the project were voiced or written.

With no further comments, a motion to adjourn was made by Gary Glasser, seconded by Chasity Orcutt. Motion carried unanimously.


Audrey Duppong, Mayor


Vicki Horst, Auditor

Regular Meeting
August 10, 2020

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 7:30pm in the Blue Room with the Pledge of Allegiance. The following council members were present: Gary Glasser, Doug Martwick, Chasity Orcutt and Anthony Schirado. Absent: Raquel Helgeson and Alex Martinez. Also present: Nathan Boehm, Steve Glasser, Marla Orcutt, Michelle & David Psyck, Lori Spina, Angelo Santovito, Sandy Gerving, Karen Schirado, Lee Kienzle, Brandon Sullivan, Jarod Klabunde, Melissa Rotzien, James Farrell, N Bittner, D Fitterer and V Horst.

Consent Agenda: Moved by Schirado, seconded by Glasser to approve the consent agenda. Motion carried unanimously.

- Minutes from July 13, 2020 regular meeting
- July Financial Report
- August Bills
- Block off South Avenue for street dance on 8-22-2020

| | |
|---|-----------|
| Cordell Roth | 73.03 |
| Amazon | 230.67 |
| Dakota Community Insurance..... | 10,681.00 |
| Dakotaland Feeds, LLC | 35.00 |
| Duppong's Inc. | 2.28 |
| Ferguson Waterworks | 1,418.31 |
| Glen Ullin Regional Airport..... | 599.14 |
| Glen Ullin Super Valu..... | 11.05 |
| Glen Ullin Times | 194.16 |
| John Mahoney..... | 600.00 |
| Marshall Lumber Company | 50.11 |
| Matthew Bender | 134.31 |
| Moore Engineering, Inc. | 16,874.00 |
| Morton County Auditor | 3,360.00 |
| Napa Auto Parts | 969.54 |
| NorMont Equipment | 2,216.00 |
| North Dakota One Call, Inc | 16.80 |
| Lince Sanitation..... | 9,230.00 |
| AXA Equitable | 295.97 |
| Blue Cross/Blue Shield | 1736.20 |
| Glen Ullin Job Development | 81.11 |
| Montana-Dakota Utilities Co. | 1,874.55 |
| Southwest Water Authority..... | 9,597.50 |
| Verizon | 54.38 |
| WRT | 75.13 |
| WRT | 55.96 |
| TAND Construction | 43,030.74 |
| Wages, Benefits, Employer Taxes (July)..... | 18,378.09 |

GUPPIES: Asked if they could be added to the city's liability policy. Further information will be gathered.

Flag Poles: The GUPPIES will be purchasing flags for the street light poles in town. They will meet with city maintenance to determine what brackets to buy.

Landfill Bids: Two bids were received. Moved by Schirado, seconded by Martwick to accept the low bid from Glasser's Excavation for \$5,700.00. Motion carried unanimously with Glasser abstaining.

Beer Garden: Moved by Schirado, seconded by Orcutt to approve the special liquor license application for a Beer Garden submitted by the Asylum Bar on August 22, 2020. Motion carried unanimously provided they submit their proof of insurance.

Ordinance 2020-4: After hearing objections from residents, moved by Schirado, seconded by Orcutt to table the second reading of the hay/straw storage ordinance until further information can be obtained. Motion carried unanimously.

Engineers:

- Drinking Water Questionnaire will be completed by Melissa.
- GPS: Mr. Klabunde would like to be part of the discussion when purchasing or renting a GPS unit so it would be compatible with Moore's GIS mapping system.
- Change order #2 was discussed at length with TAND Construction. Moved by Glasser, seconded by Schirado to pay retainage plus the balance of the contracted price and no charge for the product purchased from the city. The total amount to be paid is \$43,030.74 Motion carried unanimously.

Maintenance:

- Lagoon is evaporating too fast. Will need to add oxygen to cell #3. Moved by Martwick, seconded by Orcutt to purchase a 2" trash pump with hose for up to \$500. Motion carried unanimously.
- Landfill: Moved by Martwick, seconded by Schirado to have Glasser Excavation pull the crushed asphalt pile apart for up to 2 hours of work. Motion carried unanimously with Glasser abstaining.
- Lift Station failed again. Monitoring every day.
- Landfill prices: Tabled until September.

LCRDC: Moved by Schirado, seconded by Orcutt to approve the final application for the 2021 water tower project. Motion carried unanimously.

Administrative Contract: Moved by Schirado, seconded by Orcutt to approve the contract with LCRDC for the 2021 water tower project with a cost of 10% of project cost. Motion carried unanimously.

Transportation Driver: Moved by Martwick, seconded by Glasser to hire Myron Neuberger at \$16.00 per hour as the new driver. Motion carried unanimously.

Cloud Hosting: tabled

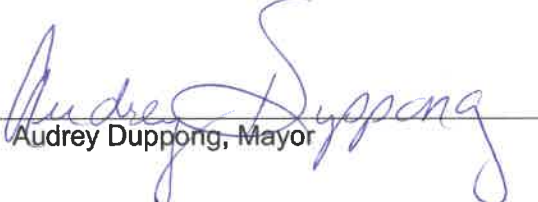
Wages: Moved by Glasser, seconded by Martwick to change the percentage of maintenance personnel wages to 35% highway fund, 40% water fund, 20% sewer fund and 5% landfill fund effective 9-1-2020. Motion carried unanimously.

Septic Waste: A letter from Dakota Environmental Quality was reviewed regarding septic waste dumping near the city limits.

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

Calendar:

9-14-2020 Regular September meeting 7:30pm


Audrey Duppong, Mayor


Vicki Horst, Auditor

Community Development Block Grant
Public Hearing
September 14, 2020

The Public Hearing was called to order by President Doug Martwick at 7:30pm in the Blue Room with the following Council Members present: Gary Glasser, Alex Martinez, and Chasity Orcutt. Absent: Mayor Duppong. Also present: Kenny Roth, Stacy Geck, Alan Bauer, Becky Madche, Ray Morrell, Trista Reynolds, Michelle Psyck, Karen Schirado, Nancy Bittner, Cordell Roth and Vicki Horst.

Project: 2019 Elm Ave Watermain Project

Purpose: CDBG Closing Hearing

The City of Glen Ullin has completed this watermain project to abandon old water main on Elm Avenue. This project went well with minimal disruption to the City and 16 customers having new connections. These connections were moved from Elm Avenue to the water mains on the Streets. The City of Glen Ullin was very pleased to have received grant funds for this project.

With no further comments, a motion to adjourn was made by Gary Glasser, seconded by Chasity Orcutt. Motion carried unanimously.



Doug Martwick, President



Vicki Horst, Auditor

Regular Meeting
September 14, 2020

President Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 7:35pm in the Blue Room with the Pledge of Allegiance. The following council members were present: Gary Glasser, Alex Martinez, and Chasity Orcutt. Absent: Mayor Duppong. Also present: Kenny Roth, Stacy Geck, Allen Bauer, Becky Madche, Ray Morrell, Trista Reynolds, Michelle Psyck, Karen Schirado, Nancy Bittner, Cordell Roth and Vicki Horst.

Consent Agenda: Moved by Martinez, seconded by Orcutt to approve the consent agenda. Motion carried unanimously.

- Minutes from August 10, 2020 public hearing
- Minutes from August 10, 2020 regular meeting
- August Financial Report
- September Bills
- Final Budget
- Mobile Home Court Application-Johnson Trailer Park

| | |
|---|-----------|
| Duppong's Inc..... | 87.00 |
| Farmers Union Oil..... | 800.02 |
| Ferguson Waterworks..... | 979.92 |
| Glasser Welding & Excavation Inc. | 15,675.00 |
| Glen Ullin Regional Airport..... | 25.06 |
| Glen Ullin Super Val..... | 49.61 |
| Glen Ullin Times | 152.64 |
| Guardian Lock & Security | 2,332.10 |
| John Mahoney | 600.00 |
| Lince Sanitation | 9,230.00 |
| Marshall Lumber Company..... | 68.33 |
| Matthew Bender..... | 23.94 |
| Morton County Auditor | 3,360.00 |
| Napa Auto Pa | 251.36 |
| NorMont Equipment..... | 2,389.26 |
| Northern Improvement Co..... | 873.12 |
| North Dakota One Call, Inc..... | 15.60 |
| Amazon.com..... | 360.28 |
| Blue Cross/Blue Shield | 1,736.20 |
| Glen Ullin Job Development..... | 3.34 |
| Montana-Dakota Utilities Co. | 1,921.72 |
| Southwest Water Authority..... | 13,135.10 |
| Verizon | 50.82 |
| WRT | 77.38 |
| WRT | 55.96 |
| Wages, Benefits, Employer Taxes (August)..... | 16,138.34 |

GUPPIES Insurance: Tabled

Ordinance 2020-4: Hay & Straw storage banned. Tabled.

Conditional Use Permit: Moved by Martinez, seconded by Orcutt to approve a one-year trial for Madcke's to use their empty lots on N side of town to store & park semis/trailers and other commercial trucks. Motion carried unanimously. They need to build and use an approach and put down at least 8" base where trailers will be parked. In one year, the trial will be reevaluated for a longer permit or a zoning change request.

Maintenance:

- 5 hydrants have been replaced so far. Project should be completed by deadline.
- A curb stop was put in, 113 5th St S where a service line is located but no curb stop.
- Curb stop 109 D St S: Moved by Martinez, seconded by Orcutt to have Glasser's Excavation repair/replace nonworking curb stop. Motion carried unanimously with Glasser abstaining.
- Emergency Cones: Moved by Glasser, seconded by Orcutt to purchase some small and large cones for \$185.00. Motion carried unanimously.
- Lock boxes will be purchased for service connections near Jesse Wetzel's trailer.
- Moved by Glasser, seconded by Martinez to sell our excess crushed brick to Darcy Fitterer for \$29.00 a ton delivered. Motion carried unanimously.

114 E St S: Moved by Glasser, seconded by Orcutt to put this house out on bids. A special meeting will be held 9-28-2020 to open bids. Motion carried unanimously.

Landfill Hours: 9-30-2020 will be last day for Wednesday opening and October 24 will be the last Saturday, weather permitting. Updated landfill prices-tabled until mid-winter.

Dog Catcher: Our current dog catcher will stay on until a new volunteer is found.

Water Shut off Fee: Moved by Glasser, seconded by Orcutt to credit to the water bill the \$100.00 shut off fee previously charged for Alex Martinez. Motion carried unanimously with Martinez abstaining.

Board Positions: Anthony Schirado & Raquel Howard have both resigned their positions this past month. An ad will be placed requesting interested persons to contact the office.

Attorney: The attorney is directed to send a letter to the owner of 6 unlicensed dogs.

Covid Testing. The board felt there would be enough interest to have Custer Health District do a free testing in town. Arrangements will be made.


Water Reading Equipment: Moved by Glasser, seconded Martinez to purchase the R900 Belt Clip Transceiver to read our water meters. Motion carried unanimously. After reviewing the software costs moved by Martinez, seconded by Glasser to rescind the previous motion. Motion carried unanimously. Other options will be explored.

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

Calendar:

9-28-2020 Special meeting 7:30pm

10-12-2020 Regular October meeting 7:30pm



Doug Martwick, President



Vicki Horst, Auditor

Special Meeting
September 29, 2020

Mayor Audrey Duppong called the meeting of the Glen Ullin City Council to order at 7:30pm in the Blue Room with the Pledge of Allegiance. The following council members were present: Alex Martinez, Doug Martwick, and Chasity Orcutt. Absent: Gary Glasser. Also present: Stacy Geck, Allen Bauer, Dawn Walberg, Nancy Bittner, & V Horst.


Cost of Meeting: \$90.00

Agenda: Bid opening
Property with house as is at 114 E St S.
Stipulations: Property must be livable within 1 year.

Bids were opened, moved by Orcutt, seconded by Martinez to accept the high bid from Ron Rhoden for \$2501.00. Motion carried unanimously.

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

Calendar:
10-12-2020 Regular October meeting 7:30pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

Regular Meeting
October 12, 2020

Mayor Duppong called the regular meeting of the Glen Ullin City Council to order at 7:30pm in the Blue Room with the Pledge of Allegiance. Council members present: Gary Glasser, Alex Martinez, Doug Martwick and Chasity Orcutt. Also present: Jeremy Kuntz, Stacy Geck, Allen Bauer, Dawn Walberg, Ray Morrell, Nancy Bittner, James Farrell, D Fitterer, C Roth and V Horst.

Consent Agenda: Moved by Orcutt, seconded by Martwick to approve the consent agenda. Motion carried unanimously.

- Minutes from September 14, 2020 public hearing
- Minutes from September 14, 2020 regular meeting
- Minutes from September 29, 2020 special meeting
- September Financial Report
- October Bills
- Grass Mowing Assessments
- Delinquent Water Bills Assessments
- Rural Development Special Assessments
- South Avenue Special Assessments
- Replace Street Light-Oak Ave between Main & B St

| | |
|---|-----------|
| Dakotaland Feeds, LLC | 5.00 |
| Ferguson Waterworks | 962.52 |
| Glasser Welding & Excavation Inc. | 2,350.00 |
| Glen Ullin Regional Airport..... | 92.46 |
| Glen Ullin Times | 299.55 |
| Gooseneck Implement | 91.00 |
| Inland Truck Parts & Service..... | 93.21 |
| James Farrell..... | 33.95 |
| John Mahoney | 600.00 |
| Lince Sanitation..... | 9,230.00 |
| Marco Technologies LLC | 154.13 |
| Marshall Lumber Company | 91.01 |
| Morton County Auditor | 3,416.75 |
| Napa Auto Parts | 221.32 |
| North Dakota Department of Health..... | 48.00 |
| North Dakota One Call, Inc | 21.05 |
| Rural Development Finance Corporation | 18,925.51 |
| Shep's Construction & Excavation | 2,640.00 |
| Southwestern District Health Unit | 40.00 |
| Tritech Software Systems | 884.74 |
| Farmers Union Oil | 382.01 |
| Amazon.com | 184.97 |
| Bank of North Dakota..... | 39,540.25 |
| Blue Cross/Blue Shield | 1,736.20 |
| Glen Ullin Job Development | 12.53 |
| Montana-Dakota Utilities Co. | 1,840.82 |
| Southwest Water Authority..... | 8,962.27 |
| Verizon | 50.82 |
| WRT | 75.16 |
| WRT | 56.04 |
| Shep's Construction & Excavation..... | 96,920.40 |
| Wages, Benefits, Employer Taxes (September) | 17,132.19 |

Board Positions: Looking for someone to fill the two open positions.

Camper Parking: Moved by Glasser, seconded by Martwick to allow Jeremy Kuntz to park his camper on the empty lot at 306 C St S for the winter. Motion carried unanimously.

114 E St S: The bid from the special meeting on this house was rescinded. Moved by Martwick, seconded by Martinez to sell to the second highest bidder for \$2,000. The maintenance department will remove some items of value for resale and some items that need to be destroyed. The house must be made livable within one year or property reverts to the city. Motion carried unanimously. Dawn Walberg agreed to these revised terms and purchased the property.

GUPPIES Insurance: The Guppies will not be added to the city policy and have found their own insurance.

Ordinance 2020-4: Hay Ban. No motion for second reading or final passage.

Junk Vehicles: A letter will be sent regarding junk vehicles at 204 E St S. All vehicles must be licensed, in running order or removed by November 9.

Maintenance:

- Curb stop at 302 6th St S cannot be found. A water witcher should be contacted for help.
- Sewer Connection: Moved by Martwick, seconded by Glasser to allow a sewer connection at 811 Oak Ave W. Since there is no water service and no way to meter the sewer, the charge will be \$12.00 per month with the same increases as all other sewer rates. Motion carried unanimously.
- Overhead door at old fire hall needs to be fixed. Maintenance will remove heaved cement as needed to get the door fixed.
- New clean out in the alley behind 105 G St S needs attention. Glasser will check it out.

Fire Hydrant Project: Moved by Orcutt, seconded by Martinez to approve payment for this project. Motion carried unanimously. Moved by Orcutt, seconded by Martinez to sign the final performance report. Motion carried unanimously.

EM: Moved by Glasser, seconded by Martwick to have Total Safety service the fire extinguishers. Mr. Farrell will make the arrangements. Motion carried unanimously. The Morton County Emergency Operations Plan was distributed for review.

Transfer between funds: Moved by Martwick, seconded by Martinez to move \$40,000 from the general fund to the highway fund. Motion carried unanimously.
Moved by Martinez, seconded by Glasser to move \$53,864.00 from the water fund to Elm Avenue water project replacement fund and \$18,925.51 from the city sales tax fund to the 2018 paving project fund. Motion carried unanimously.

Water Reading Equipment: Moved by Martwick, seconded Orcutt to purchase the R900 Belt Clip Transceiver to read our water meters. Motion carried unanimously. Moved by Glasser, seconded by Martwick to purchase a cheaper, no data tablet for use with the meter reader. Motion carried unanimously.

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

Calendar:

11-09-2020 Regular October meeting 7:00pm


Audrey Duppong, Mayor


Vicki Horst, Auditor

Regular Meeting
November 9, 2020

Mayor Duppong called the regular meeting of the Glen Ullin City Council to order at 7:05pm in the Blue Room with the Pledge of Allegiance. Council members present: Gary Glasser (by phone), Alex Martinez, Doug Martwick and Chasity Orcutt. Also present: Brent Swanson, Wayne Fitterer, Nancy Bittner, James Farrell, D Fitterer, C Roth and V Horst.

Consent Agenda: Moved by Orcutt, seconded by Martwick to approve the consent agenda. Motion carried unanimously.

- Minutes from October 12, 2020 regular meeting
- October Financial Report
- November Bills
- Multi-Hazard Mitigation Resolution 2020-2

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|---|-----------|
| Amazon.com..... | 275.71 |
| Cole Papers Inc..... | 268.62 |
| Duppong's Inc. | 30.20 |
| Glen Ullin Job Development..... | 10.69 |
| Glen Ullin Regional Airport..... | 78.92 |
| Glen Ullin Times..... | 222.59 |
| John Mahoney..... | 600.00 |
| Lewis & Clark Regional Development Council..... | 9,200.00 |
| Lewis & Clark Regional Development Council..... | 860.80 |
| Lince Sanitation..... | 9,230.00 |
| Mandan Tire Center..... | 410.00 |
| Marco Technologies LLC..... | 196.27 |
| Marshall Lumber Company..... | 108.27 |
| Montana-Dakota Utilities Co..... | 1,781.63 |
| Morton County Auditor..... | 3,360.00 |
| Napa Auto Parts..... | 580.09 |
| NorMont Equipment..... | 1,308.41 |
| North Dakota One Call, Inc..... | 7.85 |
| Secretary of State..... | 36.00 |
| Southwest Water Authority..... | 8,571.77 |
| State of North Dakota..... | 251.58 |
| Verizon..... | 50.84 |
| Vicki Horst..... | 421.53 |
| WRT..... | 81.15 |
| WRT..... | 56.04 |
| Wages, Benefits, Employer Taxes (October)..... | 17,086.15 |

Board Positions: Moved by Orcutt, seconded by Martinez to appoint Brent Swanson to the open board position of A Schirado. Motion carried unanimously. Moved by Orcutt, seconded by Martwick to appoint Wayne Fitterer to the open board position of R Howard. Motion carried unanimously. The new board members took their places.

Maintenance:

- Old Fire Hall overhead doors, estimate of \$1,000 to fix doors. Maintenance will try and fix.
- Tires: Moved by Martinez, seconded by Martwick to purchase 4 new tires for the Ford pickup. Motion carried unanimously.

Pumphouse: Moved by Glasser, seconded by Martinez to up the cost of water to \$15.00 per 1,000 gallons effective January 1. Motion carried unanimously.

EM: Mr. Farrell talked about backflow prevention. The city has two meters that should be tested for backflow. He is certified to do backflow testing.

Office Closure: By the order of the mayor, If the city reaches 20 active cases per the League of Cities weekly update the city office will be closed to the public.

2021 Budget Revision: Moved by Martinez, seconded by Martwick to make the following budget revision. Transfer \$15,000 out of water fund into sewer fund. Motion carried unanimously.

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

Calendar:

12-14-2020 Regular December meeting 7:00pm



Audrey Duppong, Mayor



Vicki Horst, Auditor

Community Development Block Grant
Public Hearing
November 9, 2020

The Public Hearing was called to order by Mayor Audrey Duppong at 7:00pm in the Blue Room with the following Council Members present: Gary Glasser (by phone), Alex Martinez, Doug Martwick and Chasity Orcutt. Also present: Brent Swanson, Nancy Bittner, D Fitterer, C Roth and V Horst.

Project: 2020 Fire Hydrant Project

Purpose: CDBG Closing Hearing

The City of Glen Ullin has completed this project to replace 10 old or nonworking fire hydrants. This project went well with minimal disruption to city residents. Sheph's Construction & Excavation finished the project on time and on budget. The City of Glen Ullin was very pleased to have received grant funds for this project.

With no further comments, a motion to adjourn was made by Orcutt, seconded by Martinez. Motion carried unanimously.


Audrey Duppong, Mayor


Vicki Horst, Auditor

Regular Meeting
December 14, 2020

Mayor Duppong called the regular meeting of the Glen Ullin City Council to order at 7:00pm in the Blue Room with the Pledge of Allegiance. Council members present: Gary Glasser (by phone), Wayne Fitterer, Chasity Orcutt and Brent Swanson. Absent: Alex Martinez and Doug Martwick. Also present: Karen Emter, Terry Sauer, James Farrell, D Fitterer and V Horst.

Consent Agenda: Moved by Orcutt, seconded by Swanson to approve the consent agenda. Motion carried unanimously.

- Minutes from November 9, 2020 regular meeting
- Minutes from November 9, 2020 public hearing
- November Financial Report
- December Bills
- Mayor's Appointment's-appointees below

| <u>Committee</u> | <u>Appointee</u> | <u>Term Expires</u> |
|-------------------------|---------------------|---------------------|
| Airport | Lynn Kinnischtzke | 12-31-2025 |
| Job Development | Audrey Duppong | 12-31-2023 |
| Job Development | Diane Schirado | 12-31-2023 |
| Job Development | Jim Gerving | 12-31-2023 |
| Zoning | Curt Wetzel | 12-31-2025 |
| Special Assessments | LeeAnn Streitmatter | 12-31-2026 |
| Transportation | Renie Krein | 12-31-2023 |
| Transportation | Chasity Orcutt | 12-31-2023 |
| Visitors | Audrey Duppong | 12-31-2024 |
| Visitors-unexpired term | LeAnn Streitmatter | 12-31-2021 |
| Zoning | Curt Wetzel | 12-31-2025 |

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|---|-----------|
| Cordell Roth..... | 64.40 |
| Farmers Union Oil..... | 852.06 |
| Glen Ullin Regional Airport..... | 94.73 |
| Glen Ullin Times | 104.52 |
| Vicki Horst | 21.95 |
| John Mahoney | 600.00 |
| Lince Sanitation | 9,230.00 |
| Mid-American Research Chemical..... | 634.13 |
| Marshall Lumber Company | 30.81 |
| Montana-Dakota Utilities Co. | 262.29 |
| Morton County Auditor | 3,360.00 |
| Napa Auto Parts | 589.51 |
| Total Safety U.S., Inc. | 388.00 |
| Dakota Community Bank & Trust, N.A. | 1,683.64 |
| Glen Ullin Job Development..... | 12.80 |
| Montana-Dakota Utilities Co. | 2,282.84 |
| Montana-Dakota Utilities Co. | 64.14 |
| Southwest Water Authority..... | 6,876.66 |
| Verizon | 50.84 |
| WRT | 56.04 |
| WRT | 74.47 |
| Wages, Benefits, Employer Taxes (November)..... | 14,504.89 |

DPC Service Agreement: Moved by Orcutt, seconded by W Fitterer to approve this annual contract for a cost of \$760.00. Motion carried unanimously.

Mobile home Applications: Moved by Orcutt, seconded by Swanson to approve the 2021 license for Glen Ullin Apartments & RV Park. Motion carried unanimously.

Blue Room Sign: Moved by Orcutt, seconded by Fitterer to purchase an outdoor digital sign for the Blue Room. Funds will be provided by the GUPPIES. Motion carried unanimously.

Maintenance:

- Toilet: Moved by W Fitterer, seconded by Orcutt to have a plumber install a new toilet in the maintenance bathroom. Motion carried unanimously.
- A lagoon use permit for the Glen Ullin Park District was signed.
- Chip sealing map was reviewed. The city should chip seal as many blocks of pavement as possible under \$100,000 so no engineer is needed.
- Snow plow truck has issues. Curb stops continue to be located.
- Per ordinance 7.0215.5 the maintenance department will start doing some random water meter checks.

Annexation: Moved by W Fitterer, seconded by Swanson to pursue annexing the Wet Spot liquor location. Motion carried unanimously.

Raises: Moved by Swanson, seconded by Orcutt to give D Fitterer a 5% raise. Motion carried unanimously.

- Moved by Glasser, seconded by Orcutt to give C Roth a 5% raise. Motion carried unanimously.
- Moved by W Fitterer, seconded by Swanson to give S Schantz a 5% raise. Motion carried unanimously.
- Moved by Glasser, seconded by Orcutt to give V Horst a 5% raise. Motion carried unanimously.

Attorney Charges: Moved by Orcutt, seconded by W Fitterer to ask attorney how the city can recoup attorney fees to be paid in January for court costs. Motion carried unanimously.

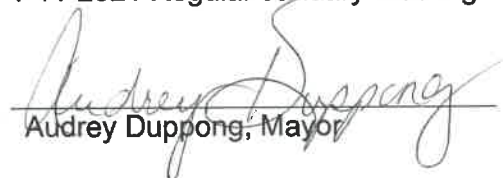
Drug & Alcohol Testing Program: Moved by Orcutt, seconded by Swanson to add safety sensitive positions to our testing program. Motion carried unanimously.

Resignation: Mr. Glasser resigned his position effective 12-15-2020. The Mayor thanked him for his service, his water/sewer expertise was much appreciated. Moved by Orcutt, seconded by Swanson to advertise in the paper for interested parties to contact the auditor for possible appointment. Motion carried unanimously.

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

Calendar:

1-11-2021 Regular January meeting 7:00pm


Audrey Duppong, Mayor


Vicki Horst, Auditor