

Regular Meeting
January 9, 2023

Mayor Audrey Duppong called the regular meeting of the Glen Ullin City Council to order at 6:30pm in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Wade Kottre, Doug Martwick, and Brent Swanson. Absent: Chasity Orcutt. Also present: Morton County Deputy, Chuck Gerving, James Farrell, N Bittner, C Roth and V Horst.

CBDG: Moved by Martwick, seconded by Kottre to approve these documents for the upcoming 2023 Connection Grant. Motion carried unanimously.

- Code of Conduct
- Citizen Participation Plan
- Contract for Services
- Final Application

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

- ✓ Minutes: December 12, 2022
- ✓ Financial Report: December
- ✓ Year End Financial Report
- ✓ Special Liquor Permit: Txfr dates from 12-19-22 to 1-21-2023
- ✓ Mobile Home Court Application: Johnson Trailer Court
- ✓ Gaming Permit: R Morman Memorial Cancer Fund
- ✓ Bills: January

Glen Ullin Public Library.....	1,000.00
Glen Ullin Times	390.92
Inland Truck Parts & Service	110.74
Kerry Fitterer.....	406.60
Lince Sanitation	9,695.60
Mark Fitterer	648.00
Marshall Lumber Company.....	118.95
Morton County Auditor.....	3,360.00
Napa Auto Parts	943.72
North Dakota League of Cities.....	1,043.00
Proforms	1,198.31
Robert Gerving	2,025.00
Glasser Welding LLC.....	2,100.00
Total Safety U.S., Inc.....	271.00
North Dakota Workforce Safety & Insurance	479.42
Farmers Union Oil.....	1,191.55
AXA Equitable.....	260.38
Blue Cross/Blue Shield	1,067.40
Montana-Dakota Utilities Co	3,659.65
Southwest Water Authority	9,182.26
Verizon.....	92.92
WRT.....	61.58

WRT.....63.13
Wages, Benefits, Employer Taxes (December)..... 12,307.81

Grass Assessments: Moved by Fitterer, seconded by Swanson to reduce Philip Maier's grass mowing assessment by half. Motion carried unanimously.

Maintenance:

- ✓ An extra set of cutting edges are on order for the loader, plow truck and skid steer.
- ✓ Metal pile will be sold when snow melts to the highest bidder.
- ✓ Hand brake on loader is fixed but wearing out.
- ✓ Spinner valve on sand truck doesn't work well and will be taken apart.

DPC Annual Contract: Moved by Martwick, seconded by Fitterer to renew this contract to inspect the pumps at the lift station and lagoon. Motion carried unanimously.

Mayor Duppong resigned her position. After a 15 day waiting period, a new mayor can be appointed, until then Councilmen Martwick will be the acting mayor. Vacant council position will not be advertised at the present time.

Building Inspector: Martwick will talk to Mr. Jensen from Hebron in February.

Living Local App: Council is not interested.

Emergency Manager: Siren install is on hold. Radio order needs to be checked. We should have a Code Red sign up day to help people get notifications.

Copier: Will not upgrade at this time.

Raises: Moved by Martwick, seconded by Emter to offer the auditor a single health insurance plan with a raise freeze for 3 years. Motion carried unanimously. Auditor declined offer. Moved by Martwick, seconded by Kottre to offer the auditor a single health insurance plan with a wage freeze for 2 years. Motion carried unanimously. This offer was accepted by the auditor.

Moved by Emter, seconded by Swanson to give the bus drivers and Mr. Fitterer a \$1.00 an hour raise and no raise to Mr. Roth until he gets his water certification. Motion carried unanimously.

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

Calendar:

2-13-2023 Regular February Meeting 6:30pm



Doug Martwick, Mayor



Vicki Horst, Auditor

CBDG-2023 Connection Grant
Public Hearing
January 9, 2023

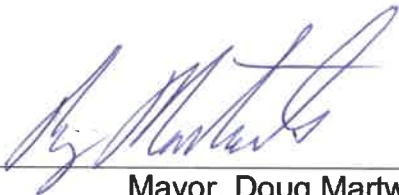
The public hearing was called to order by Mayor Audrey Duppong at 6:30pm in the Council Chambers with the following council members present: Kevin Emter, Wayne Fitterer, Wade Kottre, Doug Martwick, and Brent Swanson. Absent: Chasity Orcutt. Also present: Chuck Gerving, James Farell, N Bittner, C Roth and V Horst.

Project: 2023 Connection Project

Purpose: CDBG Pre-project Hearing

The City of Glen Ullin is pleased to accept grant money for this project to repair and replace any broken curb stops or gate valves and install meter pits for unmetered water. No comments against this project or any other CBDG project were presented as written or oral comments.

With no further business, a motion to adjourn was made by Martwick, seconded by Swanson. Motion carried unanimously.



Mayor, Doug Martwick



City Auditor, Vicki Horst

Regular Meeting
February 13, 2023

Acting Mayor Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 6:30pm in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Wade Kottre, and Brent Swanson. Absent: Chasity Orcutt. Also present: Jerod Klabunde, Brian Day, Sharon & Mike Jeffries, Barry Giese, N Bittner, C Roth and V Horst.

Consent Agenda: Moved by Kottre seconded by Fitterer to approve the consent agenda. Motion carried unanimously.

- ✓ Minutes: January 9, 2023
- ✓ Financial Report: January
- ✓ Special Liquor Permit: 2-25-2023 JD's for Pinochle Tournament
- ✓ Gaming Permit: Glen Ullin Motorcycle Club
- ✓ Bills: February

Black Mountain Software	3,230.00
BNSF Railway Company	92.25
Cole Papers Inc.	154.12
ESCO.....	360.55
Farmers Union Oil.....	189.65
Glen Ullin Times	924.25
Go Foam LLC	5,130.00
Inland Truck Parts & Service	544.21
Lince Sanitation	9,728.40
Morton County Auditor.....	3,360.00
Morton County Treasurer.....	1,328.60
Napa Auto Parts	636.82
North Dakota Department of Health.....	41.00
The Bismarck Tribune.....	444.80
Vogel Law Firm.....	73.50
Amazon.com.....	300.68
Amazon.com.....	41.87
Bank of Glen Ull.....	20.00
Menards.....	85.60
ESCO.....	1,191.12
Glen Ullin Job Development	1,015.37
Glen Ullin Regional Airport.....	1,655.02
Montana-Dakota Utilities Co.	3,121.45
Southwest Water Authority	6,831.51
Verizon.....	92.96
WRT.....	61.58
WRT.....	63.13
US Postal Service.....	389.95
Wages, Benefits, Employer Taxes (December).....	14,605.71

Election: Acting Mayor Martwick turned the meeting over to the Auditor. The auditor called for nominations or motions for the position of Mayor. Moved by Swanson, seconded by Fitterer to

nominate Martwick as the mayor. After proper notice, nominations ceased, the vote was unanimous for Martwick. The auditor turned the meeting back to the new Mayor. Mayor Martwick asked for nominations for the President position. Moved by Fitterer, seconded by Emter to nominate Swanson as the President of the Council. With no further nominations, an unanimously ballot was cast for Swanson. New signature cards at the bank will be will need to be signed by Martwick, Orcutt, Swanson & Horst.

Home Fire Arm Sales: Moved by Kottre, seconded by Emter to approve the FFL zoning request in the city's ETA at 4115 66th Ave for Michael Jeffries, DBA-Square Shooters. Motion carried unanimously.

MAP, Brian Day: Presented information on the GPS Hosting and mapping. Moved by Swanson, seconded by Emter to have MAP host our information. Motion carried unanimously.

Engineer: DWSRF project bids came in high. The water main replacement will be reduced to 6 blocks.

- ✓ Project Scope: Moved by Kottre, seconded by Emter to go forward with 2 blocks on G St, 400 block of D St, 100 & 200 Block of 4th St, 100 block of 3rd St with the 100 block of D St as an alternative. Four potholes will be done with 2 on 4th St and 2 on D St. Motion carried unanimously.
- ✓ Bid Award: Moved by Kottre, seconded by Fitterer to award the bid for the DWSRF project to Swanberg Construction from Valley City. Motion carried unanimously.
- ✓ DWSRF Change Order #1: Moved by Emter, seconded by Swanson to approve the deduct of \$865,122.00 to reduce the number of blocks in the project and another \$209,675.00 off of the alternative paving project. Motion carried unanimously.

Resolution 2023-1: Moved by Emter, seconded by Kottre to approve this resolution allowing Mayor Martwick the authority to sign the Application for Service Line Assistance. Motion carried unanimously.

Application for Service Line Assistance: Moved by Emter, seconded by Fitterer to approve this application. Motion carried unanimously.

Maintenance:

- ✓ Shop Lights-will be retro fitted to LEDs for better lighting.
- ✓ Bids requested will be placed for 24 ton of scoria to be opened at the March meeting
- ✓ Emulsion: Moved by Emter, seconded by Swanson to approve 4 totes of emulsion and 2 loads of rock. Motion carried unanimously.
- ✓ Dumpster needs to be fixed. The wheels will be removed and blocks put on. Thank you to Amber Waves for the donation of the blocks.

2023-1 Building Permits: Moved by Swanson, seconded by Fitterer to place on first reading the revised and simplified building permit costs. Motion carried unanimously.

Maintenance Position: Swanson and Emter will interview the 2 applicants for the position and report back to the next meeting. Summer help and landfill hours were discussed and tabled.

County lots for Sale: Voegele's 3rd Addition, Blk 1, lot 8 and Western Addition, Blk 41, Lots 8-10. No action taken.

ACH Module: Moved by Emter, seconded by Swanson to approve the \$250 cost for adding this module to the water billing software. Motion carried unanimously.

Water Bill Bank Account: Moved by Emter, seconded by Swanson to close the water checking account at the Union Bank and use the account at Dakota Community Bank. Motion carried unanimously.

Financial Report: Moved by Swanson, seconded by Kottre to have the financial reports printed only one time a year (December) and emailed to council members monthly. Motion carried unanimously.

Component Unit Financial Reports: Annual reports from the GU Regional Airport, GU Transportation, GU Library and GU Job Development were reviewed


April Meeting: Moved by Fitterer, seconded by Emter to have the regular April meeting and the BOE meeting on TUESDAY, April 11th at 6:30pm. Motion carried unanimously.

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

Calendar:

3-13-2023 Regular March Meeting 6:30pm

4-11-2023 BOE 6:30pm



Doug Martwick, Mayor



Vicki Horst, Auditor

Regular Meeting
March 13, 2023

Mayor Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 6:30pm in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Wade Kottre, Chasity Orcutt and Brent Swanson. Also present: Barry Giese, Preston Foss, Kenny Roth, Evelyn & Hendrix Bittner, N Bittner, D Fitterer and V Horst.

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

- ✓ Minutes: February 13, 2023
- ✓ Financial Report: February
- ✓ Myron Mertz-sewer credit of \$8.42
- ✓ 2023-2 Resolution-authorized signatures for watermain project
- ✓ Bills: March

Duppong's Inc.....	57.75
ESCO.....	360.55
Glen Ullin Times	205.09
Liberty Doors, LLC.....	3,085.00
Lince Sanitation	9,702.00
Marshall Lumber Company.....	19.74
Matthew Bender.....	28.58
Morton County Auditor.....	3,360.00
Napa Auto Parts	1,004.78
North Dakota Department of Health.....	25.00
North Dakota Water Users Association.....	100.00
Old Red Trail.....	500.00
Vogel Law Firm.....	220.50
Amazon.com.....	30.98
Montana-Dakota Utilities Co.	3,290.46
Southwest Water Authority	8,045.42
Verizon.....	92.96
WRT.....	63.13
WRT.....	61.58
Wages, Benefits, Employer Taxes (February).....	11,911.78

New Board Member: Two interested people attended the meeting. Moved by Orcutt, seconded by Emter to table an appointment until the April meeting. Motion carried unanimously.

Maintenance:

- ✓ Pump at the lagoon is not working.
- ✓ Furnace at the Blue Room is out.
- ✓ Carbide blades: Moved by Emter, seconded by Fitterer to purchase a set of blades for the plow truck. Motion carried unanimously.
- ✓ Crushed asphalt will be put on North Avenue this summer.

Maintenance Position: Moved by Swanson, seconded by Emter to offer fulltime employment to Jordan Wetzel for up to \$23.50 per hour. Motion carried unanimously with Kottre abstaining.

Health Insurance: Other options will be explored.

Building Inspector: Swanson & Orcutt will visit with a prospective inspector.

Ordinance 2023-1 Building Permit Fees: Moved by Orcutt, seconded by Kottre to table this ordinance.

BND Loan: Moved by Orcutt, seconded by Emter to approve the BND Loan application without an attorney review. Motion carried unanimously.

County lots for Sale: Moved by Fitterer, seconded by Orcutt to purchase Lot 8 of Block 1 in Voegele's 3rd Addition. Motion carried unanimously. Advertisement for bids will be put in the GU Times.

Emergency Manager: James Farrell has resigned effective March 27, 2023. The council thanked him for his service and an employment ad will be placed for this position. Keys will be placed at the fire hall for emergency use of the Blue Room along with liability waivers for anyone staying in the Blue Room.

Summer Help: Moved by Fitterer, seconded by Kottre to give Ty Schneider a \$1.00 an hour raise. Motion carried unanimously.


Vacuum will be purchase for the library.

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

Calendar:

4-11-2023 BOE 6:30pm

4-11-2023 Regular March Meeting following BOE meeting



Doug Martwick, Mayor



Vicki Horst, Auditor

Special Meeting
March 20, 2023

Mayor Martwick called the meeting to order in the Council Chambers at 7:00pm. Roll Call: Kevin Emter (by phone), Wade Kottre, Chasity Orcutt and Brent Swanson. Absent: Wayne Fitterer. Also Present: N Bittner, D Fitterer and V Horst.

Agenda:

- Lagoon Repairs
- ARPA Funds
- SRF Loan 28 vs 30 year

Lagoon: The lift station at the lagoon has failed. Water needs to be pumped out to be able to fix the lift station and to reduce the water level to prevent backup. Moved by Swanson, seconded by Orcutt to purchase a Honda 389CC, 11-13HP trash pump from ACME Electric for \$2,500.00 with an additional \$1,000 for hose, fittings, nipples, etc. DPC will be hired to do repairs when they have the impellor and flanges in stock for an approximate cost of \$10,000. Motion carried unanimously.

ARPA funds will be reinvested for another 13 weeks coming due June 20th at 3.5%. The SRF loan will be 28 years versus 30 years in order to eliminate the need for a temporary bond.

Adjourn: Moved by Orcutt, seconded by Kottre to adjourn the meeting. Motion carried unanimously.



Doug Martwick, Mayor



Vicki Horst, Auditor

2023 Board of Equalization Meeting

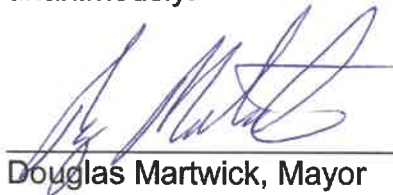
Tuesday, April 11, 2023
6:30pm

The Board of Equalization Meeting was called to order at 6:30pm by Mayor Martwick in the Council Chambers with the following Council Members present: Kevin Emter, Wayne Fitterer, Chasity Orcutt, and Brent Swanson. Absent: Wade Kottre. Also present were City Assessor Donald LaFleur, Chuck Gerving, Rob Gerving, Ricky Kroh, Nancy Bittner, Preston Foss, Barry Giese, Darcy Fitterer, Cordell Roth and Vicki Horst.

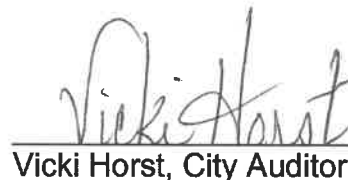
City Assessor LaFleur provided a written report to the council based on the assessment roll from February 1, 2022 to February 1, 2023. The residential values went from \$1,278,212 to \$1,283,648 which is a slight increase of \$5,436.00. The commercial values had a decrease from \$361,085 to \$339,095 or \$21,990. Four property owners asked to have their property inspected for possible reductions, inspections were scheduled. If the values need to be adjusted, they will do so at the county level.

Moved by Swanson, seconded by Orcutt to approve the 2023 tax values as presented by Assessor LaFleur. Motion carried unanimously.

Moved by Swanson, seconded by Orcutt to adjourn the meeting. Motion carried unanimously.



Douglas Martwick, Mayor



Vicki Horst, City Auditor

Regular Meeting
April 11, 2023

Mayor Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 6:45pm in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Chasity Orcutt and Brent Swanson. Absent: Wade Kottre. Also present: Barry Giese, Preston Foss, N Bittner, D Fitterer C Roth and V Horst.

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

- ✓ Minutes: Regular Meeting, March 13, 2023
- ✓ Minutes: Special Meeting, March 20, 2023
- ✓ Financial Report: March
- ✓ Gaming Permit-Crossroads Golf
- ✓ Road Closure-GU Motorcycle Club May 27, 2023
- ✓ Visitor Grant Awards
 - Timeless Motorsports LLC \$1,450
 - GU Park District \$2,500
 - Snowmobile Club \$1,000
 - Guppies \$500
- ✓ Bills: April

Black Mountain Software.....	229.00
Bob Tibor	150.00
Dakota Pump & Control, Inc.....	1,488.00
Farmers Union Oil	389.53
Ferguson Waterworks	522.47
Glen Ullin Times	311.12
Lince Sanitation	9,651.60
Mid-American Research Chemical	528.11
Mark Fitterer	600.00
Marshall Lumber Company	48.18
Morton County Auditor.....	3,000.00
Morton County Auditor.....	3,360.00
Napa Auto Parts	1,685.75
ND Dept of Environmental Quality	105.00
Nelson International.....	109.76
North Dakota Department of Health.....	25.00
Northwest Industrial Supply, Inc.....	833.08
Robert Gerving	300.00
Hz Electric LLC.....	105.00
Schirado Enterprises LLC	1,200.00
Montana-Dakota Utilities Co.....	311.73
Amazon.com.....	334.48
Montana-Dakota Utilities Co.....	2,664.52
Southwest Water Authority	7,450.81
Verizon	92.96
WRT.....	61.24
WRT.....	62.79
Wages, Benefits, Employer Taxes (March).....	15,638.97

Storage Containers: Not allowed in city limits.

Maintenance:

- ✓ Elm Ave has a crack that needs to be fixed.
- ✓ Cold Mix: Moved by Emter, seconded by Fitterer to purchase 2 loads of cold mix and 2 totes of Omega mix. Motion carried unanimously. Cold mix-\$200 a ton, Omega Mix \$186-ton.
- ✓ Alleys will be fixed as soon as weather allows.
- ✓ Winkler Trucking will haul scoria for the same price as last year.

- ✓ Flex Curb Key: Moved by Orcutt, seconded by Swanson to purchase this tool at an approximate cost of \$630.00. Motion carried unanimously.
- ✓ Valves at lagoon need to be replaced. Tabled

Asphalt Patch Bid: Moved by Fitterer, seconded by Orcutt to accept the bid from Northern Improvement Company to patch 8 spots of pavement this summer for \$72,551.40. Motion carried unanimously.

New Board Member: Moved by Swanson, seconded by Orcutt to appoint Preston Foss to the vacant council position. Motion carried unanimously.

Health Insurance: tabled until we receive additional proposals.

Building Inspector: Moved by Swanson to offer the building inspector position to Mike Jensen for \$75.00 per inspection plus mileage. Motion died for lack of a second. Moved by Orcutt, seconded by Swanson to offer \$50.00-\$65.00 per inspection plus mileage with Swanson negotiating with Jensen. Motion carried unanimously.

Ordinance 2023-1 Building Permit Fees: Moved by Orcutt, seconded by Swanson place on final reading this ordinance regarding new permit fees. Motion carried unanimously.

Paving \$300,000 Loan: Moved by Emter, seconded by Orcutt to approve the following documents for this loan with BND. Motion carried unanimously.

- ✓ Definitive Improvement Warrant, Series 203A
- ✓ Closing Certificate
- ✓ Loan Agreement
- ✓ Financing Resolution

SRF \$2,000,000 Loan: Moved by Emter, seconded by Swanson to approve the following documents for this loan. Motion carried unanimously.

- ✓ Financing Resolution
- ✓ Closing Certificate
- ✓ Loan Agreement
- ✓ Bond
- ✓ Certificate Relating to Lobbying
- ✓ IRS Form 8038-G

Siren Grant: Moved by Fitterer, seconded by Orcutt to approve Amendment #1 which will up the Federal share of this project from 75% to 90%. Motion carried unanimously.

Snow Removal Grant: With a lack of records to support our past 5 years of snow removal expenses the city will not be eligible for this grant.


Resolution 2023-03 After reviewing the sewer rate study done by ND Rural Water, moved by Emter, seconded by Swanson to increase the sewer rate from \$2.50 per 1,000 gallons of water used to \$3.25 per 1,000 gallons of water used. The average household will have an approximate increase of \$2.63 a month. Motion carried unanimously.

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

Calendar:
5-8-2023 Regular May Meeting



Doug Martwick, Mayor



Vicki Horst, Auditor

Regular Meeting
May 8, 2023

Mayor Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 6:30pm in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Preston Foss, Wade Kottre, Chasity Orcutt and Brent Swanson. Also present: Jon T Bechtold, Larry Wetzel, CJ Horst, Deputy Roder, N Bittner, D Fitterer C Roth and V Horst.

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

- ✓ Minutes: Regular Meeting, April 11, 2023
- ✓ Minutes: Board of Equalization, April 11, 2023
- ✓ Financial Report: April
- ✓ Official Newspaper-Glen Ullin Times
- ✓ Sales Tax Collections-Contract with State of ND
- ✓ Site Authorizations
 - Rattler Gas
 - Asylum Bar
 - JD's Bar
- ✓ Bills: May

Dakota Pump & Control, Inc..	7,716.00
Duppong's Inc.	35.60
Farmers Union Oil	398.15
Ferguson Waterworks	133.23
Glen Ullin Pharmacy	18.82
Glen Ullin Super Valu.....	4.44
Glen Ullin Times.....	812.92
Marshall Lumber Company.....	135.00
Kathy Boschee.....	584.98
Morton County Auditor	3,360.00
Napa Auto Parts.....	928.44
North Dakota Department of Health	25.00
North Dakota Rural Water Systems Association	75.00
Northern Improvement Co	955.44
North Dakota One Call, Inc.....	1.30
Opp Well Drilling & Supplies, Inc.	19.99
Robert Gerving.....	2,550.00
Swanston Equipment Corporation	2,800.00
Arntson Stewart Wegner PC.....	8,167.78
Moore Engineering, Inc.....	174,970.00
Northern Improvement Co.	286.00
Amazon.com	71.00
Glen Ullin Job Development	30.60
Glen Ullin Regional Airport.....	66.06
Montana-Dakota Utilities Co	2,548.96
Southwest Water Authority	8,999.31
Verizon	92.91
WRT	61.24
WRT	62.79
Wages, Benefits, Employer Taxes (April).....	15,780.67

Hayland Bids: Moved by Emter, seconded by Fitterer to accept the highest oral bid of \$650.00 per year for the three-year contract from Larry Wetzel. Motion carried unanimously.

Maintenance:

- ✓ Clean Up Day: Extended hours-Wednesday, May 31 from 1-5 and 6-8 and Saturday, June 3 from 9-12 and 1-5. All regular charges apply.
- ✓ Two water breaks are in the process of being repaired.

Garbage: Discussion regarding notification to residents about where to put their garbage in the winter will be discussed closer to contract renewal time.

Emma Cook: ND Dept of Commerce gave a presentation about grant opportunities available to Main Street Communities. A meeting will be held on June 20, 2023.

Resolution 2023-3: Moved by Swanson, seconded by Fitterer effective June 1 to increase the sewer rate to \$3.25 per 1,000 gallons of water used and increase the maximum sewer charge during the months of June, July and August from \$20.00 to \$32.50. Motion carried unanimously.

Paving \$300,000 Loan: Moved by Swanson, seconded by Orcutt to approve the following documents for this loan with BND. Motion carried unanimously.

- ✓ Resolution confirming Special Assessment Commission of Sandy Gerving, Dwight Kuntz & LeeAnn Streitmatter
- ✓ Resolution Directing the Assessment of BND Loan for Street Paving
- ✓ Notice to Chairmen of Special Assessment Commission of Assessments to be Levied for \$350,000 BND Loan for Street Paving.

SRF \$2,000,000 Project: Moved by Orcutt, seconded by Swanson to approve the following documents for this loan. Motion carried unanimously.

- ✓ Resolution confirming Special Assessment Commission of Sandy Gerving, Dwight Kuntz & LeeAnn Streitmatter
- ✓ Resolution Directing the Assessment of BND Loan for Street Paving
- ✓ Notice to Chairmen of Special Assessment Commission of Assessments to be Levied for \$600,000 Water System Improvements District No. 2022-1.

Building Permit 2023-1: Moved by Kottre, seconded by Emter to approve the building permit with a 4-foot variance for the North side for a garage at 304 2nd St S. Motion carried unanimously with Swanson abstaining.

Building Permit Form: A quote will be requested to upgrade the building permit to a PDF fill-form document with some drop down boxes and instructions.

Yard Clean Up: Letters will be sent this week.

Streetlights: Moved by Orcutt, seconded by Kottre to accept the bid from MDU to upgrade all the remaining lights to LED for a cost of \$10,400. Motion carried unanimously.


Library: The library will be installing a screen door on the front of the library for better air flow.

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

Calendar:
6-12-2023 Regular May Meeting



Doug Martwick, Mayor



Vicki Horst, Auditor

Regular Meeting
June 12, 2023

Mayor Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 6:30pm in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Preston Foss, Wade Kottre and Brent Swanson. Absent: Chasity Orcutt Also present: Kenny Roth, Bruce Holden, N Bittner, C Roth and V Horst.

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

- ✓ Minutes: Regular Meeting, May 8, 2023
- ✓ Financial Report: May
- ✓ Fireworks Permit-Fitterer's Fireworks
- ✓ Resolution 2023-4 Auditor's Bond
- ✓ Curb Notching-304 2nd St S
- ✓ Liquor Licenses
 - JD's Bar, LLC
 - Rud Corporation
 - Asylum Bar LLC
- ✓ Gaming Permits
 - American Legion
 - GUPPIES
 - Church of Sacred Heart
- ✓ Bills: June

ESCO	643.74
Farmers Union Oil	280.76
Glasser Excavating Inc.	4,275.00
Glen Ullin Pharmacy	24.86
Glen Ullin Times	361.75
Lince Sanitation	9,600.00
Napa Auto Parts	951.08
North Dakota Department of Health.....	25.00
Northern Improvement Co.	3,146.71
North Dakota One Call, Inc.....	22.30
Robert Gerving	600.00
Swanston Equipment Corporation	2,800.00
Wayne Fitterer	1,149.10
Morton County Auditor.....	3,360.00
North Dakota Rural Water Systems Association.....	260.00
Vogel Law Firm.....	808.50
Glen Ullin Job Development	32.49
Glen Ullin Regional Airport	52.87
Montana-Dakota Utilities Co.	2,310.75
Southwest Water Authority	9,237.03
Verizon	92.91
WRT	62.79
WRT	61.24
Wages, Benefits, Employer Taxes (May).....	15,578.90

Voegele's 3rd Addition, Block 1, Lot 8: Moved by Emter, seconded by Kottre to accept the lone bid from Kenny Roth for \$100.00. Motion carried unanimously.

Maintenance:

- ✓ Break room Fridge: Moved by Fitterer, seconded by Emter to purchase a fridge from Myron Neuberger for \$100.00. Motion carried unanimously.
- ✓ Welder is shot. Will check out the welder at the school.

Grass Mowing Ordinance: Moved by Emter, seconded by Swanson to have the attorney draft a new grass mowing ordinance that would allow the shortest number of days for a notice and place notices on doors instead of mailing for quicker delivery and money savings. Motion carried unanimously.

Insurance-NDIRF-Larry Wagner, Agent:

- ✓ Moved by Swanson, seconded by Emter to leave the liability limits at 2 million. Motion carried unanimously.
- ✓ Moved by Fitterer, seconded by Swanson to increase the rubbish removal coverage to \$100,000 for the library. Motion carried unanimously.
- ✓ Moved by Swanson, seconded by Kottre to accept the quote from Dakota Community Bank for the liability, auto, inland marine and property policies through NDIRF. Motion carried unanimously.

Vacuum: Moved by Fitterer, seconded by Swanson to have the bristles replaced at J&R Vacuum. Motion carried unanimously.

PFAS: Moved by Foss, seconded by Kottre to sign this no cost agreement. Motion carried unanimously.

Broken curbs: Many curbs were busted during snow removal. Moved by Fitterer, seconded by Emter to have them repaired by the maintenance department. Motion carried unanimously.

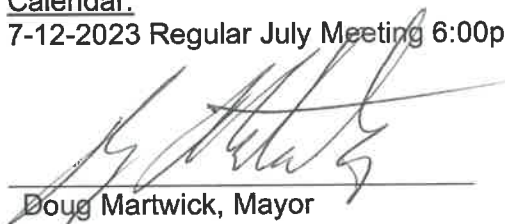
Additional Help: Moved by Fitterer, seconded by Swanson to hire Bruce Holden at \$12.00 per hour when he receives a driver's license. Motion carried unanimously.

120 South Ave E: Moved by Fitterer, seconded by Emter to have Custer Health look at this property. Motion carried unanimously.

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

Calendar:

7-12-2023 Regular July Meeting 6:00pm starting with a bus tour of the town.



Doug Martwick, Mayor



Vicki Horst, Auditor

Regular Meeting
July 12, 2023

Mayor Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 7:45 following the bus tour of town, in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Preston Foss, Wade Kottre Chasity Orcutt and Brent Swanson. Also present: Eric Schultz, Sid White, Bruce Holden, N Bittner, D Fitterer, C Roth and V Horst.

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

- ✓ Minutes: Regular Meeting, June 12, 2023
- ✓ Financial Report: June
- ✓ 28' variance for steps at 404 3rd St S
- ✓ Contract for Services CommunityWorks ND
- ✓ Special Liquor Licenses
 - Asylum Bar LLC 7-22-2023 Beer Garden
 - Asylum Bar LLC 8-12-2023 Parish Center Anniversary
- ✓ Transient Merchants Applications
 - Tim Lingeback 7-22-2023
 - Tammy Zeltinger 7-22-2023
- ✓ Bills: July

Dakota Community Insurance	10,320.00
Federal Signal Corporation	7,300.00
Glen Ullin Times	129.30
Lince Sanitation	9,600.00
Marshall Lumber Company	88.90
Matthew Bender	122.43
Morton County Auditor	3,360.00
Napa Auto Pa	1,572.66
North Dakota Department of Health	25.00
North Dakota One Call, Inc	6.50
Swanston Equipment Corporation	398.35
Wayne Fitterer	300.00
Hz Electric LLC	455.22
Amazon.com	71.82
Amazon.com	499.42
Amazon.com	141.86
Little Free Library	87.89
Glen Ullin Job Development	306.60
Glen Ullin Regional Airport	504.63
Montana-Dakota Utilities Co.	1,726.39
Southwest Water Authority	11,196.44
Verizon	92.91
WRT	61.25
WRT	62.80
Wages, Benefits, Employer Taxes (June)	17,671.49

Meter Failure: Moved by Emter, seconded by Swanson to refund half of the water & sewer charges for June for Bethel Assembly of God due to possible meter malfunction and have a new meter installed. Motion carried unanimously.

109 7th St S: Property is mowed and doesn't need any work.

Maintenance: The sidewalk has been cut out in front of the city building so new concrete can be poured.

Preliminary Budget: Moved by Orcutt, seconded by Swanson to approve the preliminary budget as presented by the auditor. Motion carried unanimously.

Building Inspector: No fees will be charged for inspections until we have an inspector. An interview will be held for someone interested in the position since Mike Jensen resigned.

Ordinance 2023-3: Moved by Fitterer, seconded by Swanson to put on first reading this ordinance eliminating the need for door knockers for late water bills. Motion carried unanimously.

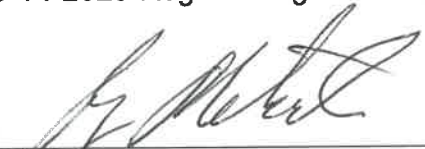
Speaker: Moved by Orcutt, seconded by Fitterer to purchase an additional speaker for the outside of the library. Motion carried unanimously.

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

Calendar:

8-01-2023 Special Assessment Meeting 7:00pm

8-14-2023 Regular August Meeting



Doug Martwick, Mayor



Vicki Horst, Auditor

Special Meeting
July 27, 2023

Mayor Martwick called the meeting to order in the Council Chambers at 6:30pm. Roll Call: Kevin Emter, Wayne Fitterer, Chasity Orcutt and Brent Swanson. Absent: Preston Foss and Wade Kottre. Also Present: N Bittner, D Fitterer and V Horst.

Agenda:

- City Auditorium Heating & Air
- Building Inspector

Auditorium: Moved by Orcutt, seconded by Emter to approve the bid from Bob Tibor for \$8,272.75 to install heating and air-conditioning in the Blue Room with help from city maintenance. Motion carried unanimously.

Building Inspector: Moved by Swanson, seconded by Emter to hire Luis Martinez Dias as the new inspector. Motion carried unanimously.

Adjourn: Moved by Orcutt, seconded by Swanson to adjourn the meeting. Motion carried unanimously.



Doug Martwick, Mayor



Vicki Horst, Auditor

Regular Meeting
August 14, 2023

Mayor Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 6:30 in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Preston Foss, Wade Kottre and Brent Swanson. Absent: Chasity Orcutt. Also present: Jerod Klabunde, Aiden Kelly, N Bittner, C Roth and V Horst.

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

- ✓ Minutes: Regular Meeting, July 12, 2023
- ✓ Minutes: Special Meeting, July 27, 2023
- ✓ Financial Report: July
- ✓ Special Liquor License: JD's Bar 9-9-2023 Parish Center-Wedding
- ✓ Bills: August

Dakota Pump & Control, Inc.	867.35
Dickinson Ready Mix.	994.50
Duppong's Inc.	42.75
Farmers Union Oil.....	565.05
Glen Ullin Public School.....	1,500.00
Glen Ullin Times	5,658.50
Gooseneck Implement.....	83.79
Lince Sanitation	9,600.00
Marshall Lumber Company.....	139.86
Doug Martwick	28.47
Moore Engineering, Inc.....	5,035.00
Morton County Auditor.....	3,360.00
Napa Auto Parts	1,231.10
North Dakota Department of Health.....	25.00
North Dakota One Call, Inc.....	15.60
Rural Development Finance Corporation.....	9,334.97
HZ Electric LLC	85.32
Swanston Equipment Corporation	2,800.00
Vogel Law Firm.....	490.00
Amazon.com.....	26.95
Bank of North Dakota.....	349.05
Glen Ullin Job Development	3.71
Glen Ullin Regional Airport.....	7.50
Montana-Dakota Utilities Co.	2,041.84
Southwest Water Authority	10,124.58
Verizon.....	122.91
WRT.....	64.39
WRT.....	62.80
Wages, Benefits, Employer Taxes (June).....	17,025.61

Engineer Report: Update on project DWSRF

Curb stops: The cost to add a curb stop within the current project is \$7,050.00. Moved by Swanson, seconded by Emter to have property owner pay this cost if they want a curb stop. Motion carried unanimously.

Maintenance Report:

200 block of 8th Street needs to be repaired.

We need a quantity list of city product used by Swanberg.

Ordinance 2023-3: Moved by Kottre, seconded by Swanson to place on second and final reading this grass mowing ordinance changing the requirement for a mailed letter to a notice posted on the property owners' door. Motion carried unanimously.

Municipal Building Facelift: Will check with another contractor.

Employees:

- *Maintenance:* Interview was conducted during the meeting for a maintenance supervisor. Moved by Swanson, seconded by Emter to offer the job to Bruce Christensen for \$28.00 per hour with a 6-month probation period with up to a \$2.00 per hour raise after that time. A water certification must be obtained within 18 months of employment. Motion carried unanimously. Mr. Christensen accepted the offer and will start September 11, 2023.
- *Janitor:* Moved by Kottre, seconded by Foss to offer the position to Marissa Benson at \$15.00 per hour. Motion carried unanimously.
- *Deputy Auditor:* Moved by Emter, seconded by Swanson to advertise for a deputy auditor. Motion carried unanimously.

Ducts: Moved by Kottre, seconded by Swanson to have the heating ducts in the city auditorium professionally cleaned. Motion carried unanimously.

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


Calendar:

9-11-2023 Special Assessment Hearing 6:30pm

9-11-2023 Regular September Meeting



Doug Martwick, Mayor



Vicki Horst, Auditor

Regular Meeting
October 9, 2023

Mayor Doug Martwick called the regular meeting of the Glen Ullin City Council to order at 6:30 in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Preston Foss, Wade Kottre and Brent Swanson. Absent: Chasity Orcutt. Also present: Daniel Julson-by phone, Jerod Klabunde, N Bittner, B Christensen, D Fitterer and V Horst.

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

- ✓ Minutes: Regular Meeting, September 11, 2023
- ✓ Financial Report: September
- ✓ Grass Mowing & Water Bill Special Assessments
- ✓ Bills: October

Bob Tibor	1,400.10
Cashman Nursery	20,000.00
Farmers Union Oil.....	572.29
Glasser Excavating Inc.	1,503.54
Glen Ullin Times	349.96
Lince Sanitation	9,970.00
Marco Technologies LLC	396.18
Marshall Lumber Company.....	94.31
Matthew Bender.....	320.11
Morton County Auditor.....	3,420.46
Napa Auto Parts	934.01
North Dakota Department of Health.....	25.00
North Dakota One Call, Inc.....	41.05
Vogel Law Firm.....	122.50
Wayne Fitterer	2,500.00
Amazon.com.....	329.21
AXA Equitable.....	222.78
Blue Cross/Blue Shield	2,422.80
Montana-Dakota Utilities Co.	2,163.36
Southwest Water Authority	11,174.13
Verizon.....	115.90
WRT.....	61.76
WRT.....	63.31
Wages, Benefits, Employer Taxes (September).....	17,455.81

2018/2019 Audit: Mr. Julson discussed the audit procedure. The city auditor has everything neat and in perfect order. Moved by Swanson, seconded by Kottre to approve the single audit for 2018 and the regular audit of 2019. Motion carried unanimously. The new single audit for the airport for 2022 was estimated to cost \$16,000. The city council will meet with the airport board to discuss the relationship between the airport and city.

Engineer Report: Update on project DWSRF. Paving should start 10-16-23 and fourth street won't be started until next spring.

- ✓ Contractor Application for Payment #2: Moved by Swanson, seconded by Kottre to approve payment to Swanberg for \$280,582.47. Motion carried unanimously.
- ✓ Bill for Moore Engineering: Moved by Fitterer, seconded by Emter to pay the bill for \$18,452.62. Motion carried unanimously.

Bids: No bids were received for tearing down the building at 120 South Ave E. We will look for demolition companies outside our area.

Maintenance Report:

- ✓ Tires for loader: Reviewed the quotes again along with a quote for a better tire costing almost twice as much. Moved by Swanson, seconded by Kottre to buy the cheaper tire from Bismarck Mandan Tire Center. Motion carried unanimously.
- ✓ Still working on the building face lift.

Deputy Auditor: One person was offered the job but declined. Another person will be offered the job for \$16.00 per hour.

Special Assessments: Moved by Emter, seconded by Swanson to prepay the city share of special assessments. \$26,573.62 will be transferred from special assessments to the new assessment funds 404 & 405. Motion carried unanimously.

Transfer of Funds: moved by Kottre, seconded by Emter to transfer \$50,000 from the general fund into the highway fund. Motion carried unanimously.

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

Calendar:

11-13-2023 Regular November Meeting



Doug Martwick, Mayor



Vicki Horst, Auditor

Special Meeting
December 5, 2023

President Swanson called the meeting to order in the Council Chambers at 6:30pm. Roll Call: Kevin Emter, Preston Foss, Wade Kottre, Chasity Orcutt. Absent: Mayor Marwick and Wayne Fitterer. Also Present: N Bittner, and V Horst.

Agenda:

- Personnel Issues

Resignation: Moved by Kottre, seconded by Emter to accept the resignation of Maintenance Superintendent Bruce Christensen effective immediately. Motion carried unanimously.

Repost Position: Moved by Foss, seconded by Orcutt to advertise for this position. Motion carried unanimously.

Executive Session: Moved by Foss, seconded by Orcutt to move to an executive session for job performance review of current maintenance work force. Motion carried unanimously.

The Executive Session ended when it was discovered that job performance is not an issue that can be discussed in an executive session and all executive sessions must be recorded. Special Meeting was resumed.

Employee Performance Evaluations: Moved by Orcutt, seconded by Kottre to have annual reviews done at the end of December for key personnel. Motion carried unanimously.

Time Clocks & Security Camera: The auditor will research options for clocks and cameras.

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


Brent Swanson, President of Council


Vicki Horst, Auditor

Regular Meeting
December 11, 2023

President Swanson called the regular meeting of the Glen Ullin City Council to order at 6:30 in the Council Chambers with the Pledge of Allegiance. Council members present: Kevin Emter, Wayne Fitterer, Preston Foss, Wade Kottre, and Chasity Orcutt. Absent: Mayor Martwick. Also present: Deputy Josh Gartner, Scott Solem, DeeAnn Schirado, N Bittner, C Roth and V Horst.

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

- ✓ Regular Meeting Minutes, November 13, 2023
- ✓ Special Meeting Minutes, December 5, 2023
- ✓ Financial Report: November
- ✓ Mayor's Appointments

Pierson Chase	5-year term	Airport Authority
Kim Glasser	4-year term	Glen Ullin Visitors' Committee
Myron Neuberger	3-year term	Job Development
Diane Schirado	3-year term	Job Development
Brian Schneider	3-year term	Job Development
Chasity Orcutt	3-year term	Library Committee
Renie Krein	3-year term	Transportation Board
Chasity Orcutt	3-year term	Transportation Board
Jesse Wetzel	5-year term	Zoning Board
- ✓ Mobile Home Application-GU Mobile Home Park
- ✓ Bills: December

Arthur Duppong	150.00
Dakota Pump & Control, Inc.	5,848.65
Glasser Excavating Inc	4,387.50
Glen Ullin Times	120.12
Marshall Lumber Company	66.96
Morton County Auditor	3,360.00
Nancy Bittner	873.79
Napa Auto Parts	934.81
North Dakota Department of Health.....	25.00
North Dakota League of Cities	210.00
North Dakota Water Users Association	100.00
State of North Dakota.....	79.44
Amazon	236.94
Montana-Dakota Utilities Co.	2,424.81
Southwest Water Authority.....	7,683.25
Verizon	81.78
WRT	63.31
WRT	61.76
Wages, Benefits, Employer Taxes (November)	19,408.78

Attorney: Scott Solem will send a written proposal for the council to consider. His current rate is \$250.00 per hour.

Glen Ullin Museum: DeeAnn Schirado asked the council for help removing her two trailers from the museum property. Moved by Emter, seconded by Preston to charge the going loader rate. After discussion, all voted nay. Motion failed.

Engineer: A possible fix for the spring water on D Street would be to put a tap into the spring and drain it into the sewer main. Will check with the city engineer to see if we could add this to our current project and it has to be okayed by NDDEQ.

2023 Curb Stop Project: Moved by Emter, seconded by Kottre to place the ad requesting bids for this project by the February meeting. Motion carried unanimously.

Maintenance Report: Moved by Kottre, seconded by Emter to get an estimate for adding a blade onto the loader. Motion carried unanimously. Discharge is finished from cell 3 to 4.

Attorney Recruitment Program: Moved by Kottre, seconded by Emter to complete an application for this program. Motion carried unanimously.

Deputy: New deputy was present and introduced himself. No issues at this time.

DPC: Moved by Kottre, seconded by Orcutt to approve this annual contract. Motion carried unanimously.

Ordinance 2023-3: OCL surcharge. Moved by Orcutt, seconded by Emter to place on second and final reading to increase this charge by \$3.80 for a total of \$20.30. Motion carried unanimously.

Food Pantry Sign: Moved by Fitterer, seconded by Emter to have the food pantry purchase and place a no parking sign as they need it. Motion carried unanimously.

Raises: Moved by Emter, seconded by Fitterer to give a \$1.00 raise to the janitor (\$16.00) and both bus drivers (\$19.00). Motion carried unanimously.

Maintenance Position: Moved by Orcutt, seconded by Emter to run a revised ad for a new person. Motion carried unanimously.

Employee Performance Review: Moved by Preston, seconded by Kottre to use the current 1-page evaluation form. Motion carried unanimously. Moved by Emter, seconded by Orcutt to have Swanson & Emter do employee evaluations. Motion carried unanimously.

Maintenance Manager: Moved by Orcutt, seconded by Emter to appoint Wayne Fitterer as the maintenance manager. Motion carried unanimously with Fitterer accepting the position.

Meter Reading: Moved by Kottre, seconded by Emter to keep our current Neptune file, and not purchase the upgrade for \$1500.00. Motion carried unanimously.

Building Permits: No charge for a new house. Will work on revising the permit costs before next meeting.

Transfer: Moved by Kottre, seconded by Emter to transfer \$5,000 into the new sewer savings account. Motion carried unanimously.

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

Calendar:
1-08-2024 January Meeting



Brent Swanson, President



Vicki Horst, Auditor