

City of Glenburn  
Regular meeting  
July 7<sup>th</sup>, 2025

Mayor Folstad called the meeting to order at 6:35 pm.

The Pledge of Allegiance was recited by all present.

The siren was tested and worked.

Those present: Mayor Eric Folstad, Dianne Hensen, David Hoff, Dustin Dewbre, absent Chris Schilken Staff: Donna Zeltinger, Rose Miltenberger, Daryl Dotson. Guests: Seth Barthalomay, Nicole Morgan, Bryan & Angelique Goetsch, Darlene Miller, Barb Quimby, Donald Davis, and Tom Miltenberger. Danille McClanahan came in late.

Dianne Hensen made the motion to approve the minutes from the regular meeting held June 2<sup>nd</sup>, 2025. Second by Dustin Dewbre, all aye, motion approved.

One addition to the agenda: Goetsch's asked to be on the agenda.

Motion by D. Hoff to approve the agenda with additions, seconded by D. Dewbre. All aye, motion approved.

Guests:

- a. Seth Bartholomay, with Otter Tail Power Co., was here to give the council the new updated Franchise Fee agreement. D. Hensen moved to go with the new twenty-year contract with Ottertail Power Co. Second, by D. Hoff, all aye, motion approved.
- b. Danielle McClanahan is on her way.
- c. Tom Miltenberger: nothing currently.
- d. Barb Quimby wanted to commend all the active and non-active military members that help in the community and are involved in organizations around town. They are appreciated by the community. Barb is concerned about neighbors getting along with each other and recalled an incident when there were neighborhood kids that would ride by shouting obscenities at other children in the area. She was never able to catch them in time to stop and talk to them. She also thanked the city workers for the good work they do for the city.
- e. Donald Davis wanted to discuss the end of Chelsey Dr. and what could be done about people driving on his property when turning around at the end. Eric had looked at the area and suggested we put up a guardrail. Dustin suggested getting a camera so the sheriffs dept. could find out who is driving on the property. Donald is ok with a guardrail. Another concern was the drainage ditch and how it could be fixed. The council will look into this area. He also wants to remove some sheds and get some smaller pre-made ones.
- f. Bryan and Angelique Goetsch had questions on the property lines and easements in their area. The 10' easement runs at the back of all the new houses that were developed on

Knudson St. not on the properties to the south of them. Discussion was also held on fences and getting onto properties in case of fires.

**Reports from the council members were given.**

**Dianne Hensen (Water & Pets):**

- a. There were 42 late water statements and 10 shut offs sent out on 6/23/25.
- b. Dianne told Daryl he did a good job on the water leaks.
- c. There is no word from Josh on how the door-to-door contacts went for the lead and copper findings.
- d. H&H was here on June 23<sup>rd</sup> & 24<sup>th</sup> to clean the tower and put in the freeze valve. Per contract he will be back in two years.

**Dave Hoff (Sewer):** There was a blockage on 6<sup>th</sup> Ave. Daryl had A1 come in, all is clear in the city line. The issue is with the homeowner. The sewer lines near Crestview and Chelsey were videoed on June 4<sup>th</sup>. There was a lot of sludge and paper found. There needs to be more water running down the lines to keep them moving.

Streets: Daryl is working on a map for areas to patch. Chip sealing has been done. We need to give Bechtold a heads up on the new areas where lines were dug up so they can get patched.

**Buildings:**

Building permit from Rick Regel, 402 Seaton St. After review and discussion, it was decided to table the permit until Dustin can ask questions on the height and percentage of land use for the R1 zone.

MAYOR: Everything is good with the water issues. Does anyone want to attend the LOC convention? Donna is thinking of going.

**Employee communications:**

- a. Donna requested July 16<sup>th</sup> and July 24<sup>th</sup> off to close the office so Rose and her can attend two different senior citizen events. They are on the board; Rose is VP and Donna is the treasurer. The council gave approval to close the office those two days.
- b. Daryl wants to take a few vacation days; July 16,17,18 to attend Brody's baseball games. The council gave their approval for this time; just let them know for sure so someone is available to fill in.

**OLD Business:**

- a. The tree diaper order was cancelled due to not being able to get them before October.
- b. The RV Park rule list was gone over. Changes will be made to the quiet hours to be from 10pm to 7pm on weekdays and Sundays and 11pm to 7pm on Friday and Saturday nights. All vehicles, including campers, need to be up to date with licensing and registration.

**NEW business:**

- a. Employee evaluations: Evaluations were in and everyone is doing ok. After discussion, D. Hensen moved to give a four % raise across the board to the employees. D. Hoff seconded the motion. Dewbre yes, Hoff yes, Hensen yes, motion approved.

- b. Motion by Dewbre to set the bond of the City Auditor by resolution. The current bond is \$193,350 for the period of 1/1/2024 to 1/1/2026. Seconded by Hoff. Hensen yes, Dewbre yes, Hoff yes. Motion carried.
- c. The council reviewed the insurance equipment schedule. All looks good. The council would like to have Brenda attend the next meeting to explain the blanket policy option.
- d. Motion by Hensen to discontinue participation in the NDPERS defined contribution plan. No one has been utilizing it since Brad was here. Second by Dewbre. Hoff yes, Hensen yes, Dewbre yes. Motion carried.
- e. The council is not interested in requesting an extension with the Renaissance Zone. Donna will let Rikki L Roehrich know the decision.

### **PAYING OF THE BILLS:**

Donna explained to the council that postage will be going up to \$78 dollars for a roll of stamps on July 14th. She has checked the budget and is asking to buy fifteen rolls at the current \$73 per roll.

D. Hensen made the motion to approve the financial report and pay the bills out of the proper accounts as well as getting fifteen rolls of stamps. Hoff seconded. Dewbre yes, Hensen yes, Hoff yes, motion approved.

<b><u>Paid To</u></b>	<b><u>Amount</u></b>
Daryl Dotson-payroll	2,725.82
Donna Zeltinger – payroll	2,246.35
Rose Miltenberger-payroll	637.57
EFTPS	1,679.85
NDPERS	1,142.38
A1 Septic	350.00
Aflac	105.44
Avesis	24.14
BCBS of ND (Daryl)	700.56
Capital One	786.88
Circle Sanitation	3,323.50
City of Minot	90.00
Companion Life	110.32
Enerbase	1,018.61
Fairview Cemetery (taxes)	139.42
First District Health	210.00
Gooseneck Imp.	69.09
Lowes Garden Center (trees)	21,554.05
Menards	106.91
Newman Signs	27.30
ND Child Support	404.40
ND LOC	764.00
ND Sewage Pump & Lift station Service	700.00
One Call Concepts	13.50
Otter Tail Power (2 months)	3,007.08
Renville County	1,800.00

Souris River Telephone	364.75
Unum	66.11
Upper Souris Water District	5,220.00
Verizon	42.54
Western Agency	1,504.00
<b>TOTAL ALL EXPENSES</b>	<b>50,934.57</b>

**Next scheduled meeting will be Monday August 4th, 2025, at 6:30pm**

Danielle McClanahan joined the meeting. She will not be building a fence on the property line as discussed with Deputy Dewbre but will be putting a fence three feet from the property line. They figure this will cause less confrontations with the neighbors. Some discussion was had about the cameras on their property and where they were pointed. Danielle said they were approved by the sheriff's department.

Hoff made the motion to adjourn the meeting at 7:31 pm, Hensen seconded, all aye, meeting adjourned.

Mayor: \_\_\_\_\_

City Auditor: \_\_\_\_\_

Date: \_\_\_\_\_