

City of Glenburn  
Regular meeting  
February 3<sup>rd</sup>, 2025

Mayor Folstad called the meeting to order at 6:31 pm.

The Pledge of Allegiance was recited by all present.

Mayor Folstad appointed Chris Schilken to fill the vacancy on the council.

Those present: Mayor Eric Folstad, Dianne Hensen, Dustin Dewbre, David Hoff, Chris Schilken.  
City staff: Donna Zeltinger, Rose Miltenberger and Daryl Dotson. Guests: Jamie Hansen, Larry Derr and Scott Heit.

D. Hensen made the motion to approve the minutes from the regular council meeting held Jan. 8<sup>th</sup>, 2025. Second, by D. Hoff, all aye, motion approved.

No additions to the agenda.

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

Guests: The school board was here to discuss the changing of the dog ordinance. Their concern and those of the parents are the safety of the students and what responsibilities will go to the school if we take off the breed ban. They do have fencing, but in the wintertime, the gates are hard to open and close. The school would need to have operators to do these tasks of opening and closing gates. They were asking why the change to the ordinance now and it was explained that it is harder to get the residents and veterinarians to give a correct description to the breed of dog they own. We are getting conflicting information about the animals. Changing the ordinance would also provide easier laws for the Sheriff's department to handle any dog issues. We are hoping more residents will register all their dogs and not hide those that are mixed breeds. Discussion was also held on charging a fine for dogs that are found not registered by a certain date; having residents signing off on the breed at the time of registration with colored pictures of the dogs and possibilities of having residents provide that they have liability insurance for dogs along with rabies certificates. This will be run through the City Attorney. No decision is being made currently.

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

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

- a. There were 37 late water statements and 11 shut offs sent out on 1/24/25. Only one has paid as of this date.
- b. Dog Ordinance changes: Donna will contact the City Attorney on the questions from the council.

**Dave Hoff (Sewer):** There was a sewer backup on Crestview Lane on Jan. 20<sup>th</sup>. The line was vacuumed and jetted and Daryl said there was an abundance of paper towels, blue shop clothes, and a t-shirt type material that went through the line. Daryl mentioned that NDRW has a camera

that they can bring out and video the lines for one hundred fifty dollars (\$150.00). Dianne Hensen so moved to have NDRW come and video the two lines involved; second by Dave Hoff, all aye, motion approved. A secondary line from the trailer park was brought up to consider looking at.

**Chris (Streets):** Eric informed Chris that 3<sup>rd</sup> Ave from Oakley to Stevens Welding will be overlaid this coming spring. The East Coast Trip kids painted some of the curbs this fall and will do more this coming spring. The city is waiting to hear back on a specific item, such as a museum or function that we can donate to help with the cost, for them helping the city.

**Buildings:** Dustin asked about raising the building permit fees. Most cities use a sliding scale on the amount of the project to determine the prices. After discussion, D. Hensen moved to increase the fee to twenty dollars. (\$20.00) Second by D. Hoff, all aye, motion approved.

**Mayor Communications:** Eric was called about buying a laptop at Best Buy for six hundred dollars, a three-hundred-dollar savings as the sale ended the next day. This will arrive on Friday the 7<sup>th</sup>. The internet was installed up at the shop today so he can utilize the office up there for any training or information he needs while working.

**Employee communications.**

- a. Still trying to find a day that works for going out to dinner as a group.
- b. Daryl attended the NDRW conference in Bismarck Jan. 21-23<sup>rd</sup>. He learned a lot and met a lot of new people and vendors.
- c. Donna informed the council that Reed with First Choice Therapy was out and did the ergonomics study on Jan. 28<sup>th</sup>. He is recommending to WSI that we get 3 new chairs, 2 monitor risers, 2 footrests, an L shaped all one level desk, snow thrower or rolling shovel, floor mat for the shop and an electric hoist. This is a 75/25 cost share with WSI with up to a \$5000 limit from WSI.

**Old Business:**

- a. Tree Grant: Working on getting the UIE # renewed so ND Forest Service can send us the final paperwork
- b. Municipal Impact website: Site is <https://glenburn.municipalimpact.com>
- c. Mayor Folstad appointed Lori Emerson to the Renville County/Glenburn city position on the Souris Basin Planning Council board to fill the vacancy by Dianne Hensen who was on the board for 3 years.

**New Business:**

- a. The After Prom committee was asking for a donation to the after-prom party. After a discussion, D. Hensen moved to give one hundred dollars to the prom committee with a receipt for food. Second by D. Dewbre, all aye, motion approved.

**PAYING OF THE BILLS:**

Hensen made the motion to approve the financial report and pay the bills out of the proper accounts. Hoff seconded. Hensen yes, Hoff yes, Dewbre yes, Schilken yes, motion approved.

<u>Paid To</u>	<u>Amount</u>
Daryl Dotson-payroll	2,749.78
Donna Zeltinger – payroll	2,408.38
Rose Miltenberger-payroll	639.98
EFTPS for Dec.	1,835.14
NDPERS Dec.	1,144.84
Aflac (Jan)	105.44
American Signal Corp.	2,775.63
Avesis	24.14
BCBS of ND (Daryl)	604.78
Unum	53.61
Capital One (motel/Daryl & ND withholding)	310.95
A1 Evans	600.00
abm technology group	99.60
Aflac (Dec & Feb)	210.88
Circle Sanitation	3,159.00
Enerbase	1,287.09
Fairview Cemetery (taxes)	227.32
First District Health	30.00
Jennifer Webb (refund)	40.53
Otter Tail Power Co.	2,087.46
Renville County	1,800.00
Renville County Farmer	361.59
Souris River Telephone	313.62
Stevens Welding & Machine	1,158.06
Upper Souris Water District	5,220.00
<b>TOTAL ALL EXPENSES</b>	<b>29,247.82</b>

**Next scheduled meeting will be Monday March 3<sup>rd</sup>, 2025 at 6:30 pm.**

Schilken made the motion to adjourn the meeting at 7:32 pm, Hoff seconded, all aye, meeting adjourned.

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

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

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