

September 3, 2019

The Burlington City Council held their regular meeting September 3, 2019. Present were: Jeanine Kabanuk, Rod Kremer, Sherry Skees, Justin Anderson, Jesse Cannon, Diane Fugere, Lynn Brooks, Jayden Casavant, Steve Schwandt, Patrick Samson, Keith Crabb, Tony Pasterz & Brian Boppre. Absent: none

Cannon moved to approve the August 2019 minutes, Skees seconded, motion carried.

Anderson moved to approve bills and payroll, Skees seconded, motion carried.

Kelly Brooks was not present, his wife, Mary Lynn Brooks, spoke on his behalf. Attorney Boppre stated the matter should be tabled and handled between the Chief and the mayor.

Jayden asked about renting a mini excavator for \$270 per day to clean up the drainage area behind the Casavant and Lewis homes on Durango Drive. Discussion on acquiring a land easement from the school was discussed. Rod Kremer volunteered to contact the school officials. Anderson moved to approve renting the mini excavator, Cannon seconded, motion carried.

Tim Hoff asked about repairing the water line at the end of Valley Avenue so it doesn't freeze again this year. Due to the high cost the city does not plan to do anything before winter. Hoff asked that the city write a letter stating the city will be responsible if the hydrant freezes and there is a house fire in the area. The city will run water the hydrant periodically February through May. Engineer Samson was asked to draft a letter to that effect.

Kabanuk asked the police department if the matter of semi's parked on city streets had been handled. Crabb stated Pasterz spoke with the drivers. Rod Kremer mentioned there is another semi now parked near his home. Crabb is to take care of the matter.

The fire department used 3500 gallons of water in August.

The Engineer's report was reviewed.

Meeting September 26th at 1:30 to discuss the Hoff property.

Meter pit construction to begin next week.

Anderson moved to approve on 2nd reading BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLINGTON NORTH DAKOTA that: The following zoning ordinance be amended: **Section 18-1302. Use Regulations:** A building or premises shall be used only for the following purposes: add **(22.) Firing range**, Cannon seconded, motion carried.

The final budget hearing is September 9th at 7:00 p.m. at the city hall.

Skees talked about FLSA laws and overtime. Kremer specified that overtime cannot be paid until 2020.

Kabanuk asked council member if they'd reviewed the fireworks ordinance, nothing has been done on this.

Since the previous meeting when Pasterz stated they cannot give out information on citations or other police matters because it is "dangerous", Vern Erck asked Lynn to get information to Jesse Cannon on "Sunshine Law" in North Dakota. This law outlines records that are indeed open records regarding police departments. Diane informed everyone in attendance that incorrect information was given to someone at the previous meeting when she asked for information, data, statistics, etc. from the police department and was told they cannot do that. That may be a violation of open record laws. It would behoove the police department and the police commissioner to educate themselves on open record laws (Sunshine Law) so they do not risk being reported to the North Dakota Attorney General for violations.

A liquor license application for The Barn @ 52 Pines was presented. Skees moved to approve, Kremer seconded, motion carried.

Jayden asked about selling the Hopper Spreader (small sander). It does not work very well on our streets and we never use it. It was purchased for \$4000.00; Jayden thinks we can ask \$3000.00 for it. Kremer moved to approve putting it out for sale, Cannon seconded, motion carried.

Samson discussed sewer service for The Barn @ 52 pines. He asked permission to send a letter to West River asking them to provide service. Anderson moved to approve, Kremer seconded, motion carried.

Building Permits

#854 Daniel Ruby 25x36 attached garage 7621 County Road 15 West \$217.00
 #855 Big M (Momerak) 33x4 deck 120 62nd St SW \$ 82.00
 Kremer moved to approve, Anderson seconded, motion carried

Howard Rice presented a bill for mowing in Highland Ranch 3rd addition. Skees moved to approve paying Rice \$300.00 for two mowing's, Cannon seconded, motion carried. Better equipment is needed for the city to handle mowing these additions, Kremer will work with Casavant to research.

Correspondence was reviewed.

Check#	Payee	Net
21015	Parker Benzmilller	443.28
21016	Diane Fugere	1,870.63
21017	Anthony Pasterz	1,704.53
21018	Rod Schwandt	470.98
21019	Rod Schwandt	92.35
21020	Mary Brooks	1,171.86
99717	Jayden Casavant	1,484.54
99716	Keith Crabb	2,003.94
99715	Steve Schwandt	5.86
99714	IRS	2,910.48
21020	US Bank	950.00
21021	Verendrye Electric	568.23
21022	Verizon	169.08
21023	AT&T	59.14
21024	Xcel Energy	251.63
21025	Diane Fugere	1,870.63
21026	Anthony Pasterz	1,704.53
99712	Mary Brooks	1,171.86
99711	Jayden Casavant	1,484.54
99710	Crabb, Keith	2,003.94
99709	Codie Miller	477.75
99708	Steve Schwandt	5.86
99707	NDPERS	3,310.43
99706	IRS	2,820.21

99713	BCBS	4,795.80
21027	AFLAC	362.14
21028	UNUM	47.10
21029	Visa	2,360.41
21030	SRT	638.51
21031	Xcel Energy	2,415.72
21032	Sarah Glasoe	200.00
21033	Boppre Law Firm	4,000.00
21034	Ackerman-Estvold	2,210.00
21035	Circle Sanitation	6,290.25
21036	Computech	111.25
21037	Excavating Inc	91,591.08
21038	First District	50.00
21039	First Western Ins	250.00
21040	Hawkins	972.74
21041	MDU	24.09
21042	Menards	5.36
21043	Midco	95.00
21044	Minot Daily News	46.36
21045	NDIRF	150.00
21046	ND Sewage Pump	535.00
21047	ND State Water Comm	12,263.82
21048	ND State Lab	235.40
21049	Howard Rice	300.00
21050	UCB	1,631.25

Respectfully submitted,


 Mary Lynn Brooks, Acting Auditor


 Jeanine Kabanuk, Mayor

September 9, 2019

The Burlington City Council held a special Budget meeting September 9, 2019. Present were: Jeanine Kabanuk, Rod Kremer, Sherry Skees, Justin Anderson, Lynn Brooks, Jayden Casavant, Steve Schwandt, Keith Crabb, Tony Pasterz & Brian Boppre. Absent: Jesse Cannon

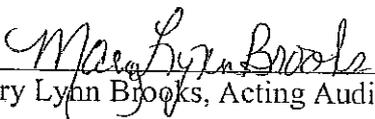
Kremer moved to reduce line 27 pg. 6 Forestry in the General Fund from \$5000 from to \$2000, Anderson second, motion carried.

Anderson moved to move \$20,000 from line 7 pg. 5 Engineer in the General Fund to line 12 Schedule E pg. 2 Professional/Engineer in the Enterprise Fund, Skees second, motion carried.

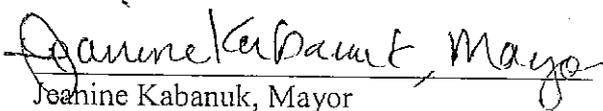
Kremer moved to remove \$5132 line 7 pg. 10 PW Director Health Insurance in the Highway Fund, Skees second, motion carried.

Kremer moved to remove \$50 line 8 pg. Schedule E pg. 2 Assistant PW Life Insurance in the Enterprise Fund, Skees second, motion carried.

Anderson moved to remove line 27 pg. Schedule E pg. 2 Transfers Out, Kremer second, motion carried,



Mary Lynn Brooks, Acting Auditor



Jeanine Kabanuk, Mayor

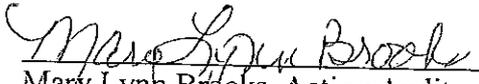
NOT RECORDED

September 11, 2019

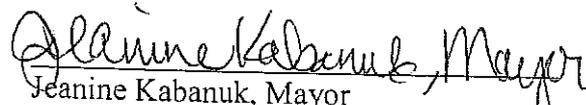
The Burlington City Council held a special meeting for the Auditor Position September 11, 2019. Present were: Jeanine Kabanuk, Rod Kremer, Sherry Skees, Justin Anderson, Lynn Brooks & Steve Schwandt. Absent: Jesse Cannon

The purpose of the meeting is to discuss the Auditor position.

Justin recommended Nicole Degenstein at \$65,000



Mary Lynn Brooks, Acting Auditor



Jeanine Kabanuk, Mayor

