REGULAR MEETING

6:30 p.m. Monday , June 13th, 2011 City Auditorium Conference Room.

Council Mayor Lynette Fitterer.

Council members present: Delton Kautzman, Eugene Schaaf, Gary Hoffmann, Jason Young and Aglae Young

Council members absent: Phil Bader

Others present: City Auditor Shian Wessels, Edgar Hoesel, Chris Kaelberer, Loren Christian, Rick Olsen, Tom Wolff, Annette Rud, Dane Fuchs, Robyn Theil, Stuart Goering, Stanley Jochim, Roger Klemisch, Bob Owens and Robin Theil

# Minutes

A Young moved and Schaaf seconded to approve the minutes from the May 2nd Council Meeting, all voting yes the motion passed. Hoffmann informed the board that the CHS zoning changed was incorrect and needed to be Industrial rather than Commercial. Wessels will retype the resolution to reflect the changes.

7pm Zoning Change Hearing

The zoning change hearing for Clint Feland has been postponed until the July Meeting.

Renaissance Zone Hearing

Richard Mower presented the board and visitors with a presentation of New Salem’s Renaissance zone benefits and proposal. Wessels and Hoffmann thanked Mower the Bismarck Mandan Development Association again for all of his hard work on the project. J Young moved and Hoffmann seconded to approve the resolution for the establishment of a renaissance zone in New Salem, ND, all voting yes the motion passed.

J Young moved and Schaaf seconded to approve the memorandum of agreement for the renaissance zone in New Salem, ND, all voting yes the motion passed.

Mower will turn in the city’s application to the State and let the city know as soon as it is approved.

Water and Sewer Committee

Kautzman moved and Hoffmann seconded to special assess the past due water bill in the amount of $871.01 to the property at 208 North 6th Street, all voting yes the motion passed. Wessels will sent the appropriate paperwork to Morton County.

Fuchs informed the board that the pump at the lagoon is still not working. He had a blow off hydrant installed next to the pump to help with the current problems and any future problems but that didn’t solve the issue. KLJ has been busy with the Bismarck floods and has not had time to work on the issue. Schaaf will contact the Bryan Eisman of KLJ to try to get the pump issue resolved.

In the alley between 9th and 10th Street south the water line does not have a way to be flushed. Causing stagnant water in the line. To rectify the problem a blow off hydrant must be installed. A Young moved and Schaaf seconded to have the line located and the hydrant installed, all voting yes the motion passed.

Loren Christian came to the board with concerns about a high water bill at one of his properties. There is little to no use of water at this home and he feels the bill is inaccurate. Kautzman moved and Schaaf seconded to have the water meter replaced and to see if the new meter still shows high water usage. The bill will be adjusted accordingly if it proves to be a meter problem.

Edgar Hoesel and Chris Kaelberer came to the council to dispute the bill the Historical Society received from the city for digging up a water line. Hoesel explained that he still feels the leak was from a water line running to the Morton County Fair board therefore the bill should not be the Historical Society’s responsibility. Fuchs explained that he did not feel that it was a city water line leak and that the water that was flooding at Historical Society was from a spring. There is still water running from the area which further proves that it is from a Spring. Members from the Historical Society are the ones that ordered the dig even after Fuchs explained that he did not feel the water was coming from city lines. Fuchs finally had Clay’s Plumbing dig up the line and since his findings were that it was not the city’s line leaking the bill for the digging went to the Historical Society. Wessels explained that it was also the opinion of the city engineer that it was spring water. Hoesel does not agree with these findings and also said the Historical Society has voted to not pay the bill because they do not have the funds. The board decided that the Fairboard should be sent the bill because it was there water line that had to be dug up.

Street Committee

Fuchs informed the board that several streets in the community have suffered severally from semi’s driving off of truck routes. The city streets have become very thin and cannot handle the excess weight of trucks. It was decided that the street committee will speak to every business in the community to explain to them that deliveries from trucks must remain on truck routes. If this does not remedy the issue the local police will be asked to begin citing the trucks for not using designated truck routes.

A request from Vicki Keuther was presented asking the street in front of the city auditorium be closed during their family reunion on the 18th of June, Kautzman moved and Hoffmann seconded to approve the temporary street closure, all voting yes the motion passed.

The council decided to list the city’s pay loader and road grader up for bids to be opened at the August meeting, Fuchs will advertise the equipment.

There is a drainage problem in the alley between South 9th Street and South 10th street. Fuchs will take the transit to the area and see how far the alley needs to be cut down to move the water.

Auditorium Committee

A Young moved and Kautzman seconded to approve two more handicap parking spots on the East side of the City Auditorium and repainting the current handicap spot on the South side of the building, all voting yes the motion passed.

The auditorium kitchen has a few issues that need to be looked into, the fridge and countertop may need repairs, Hoffmann will look into these issues and report back at the July meeting with repairs needed.

The auditorium doors have been left unlocked on several occasions. All of the locks have been redone since the remodel and the amount of keys that have been handed out is limited but Wessels has found that several keys have been duplicated without approval. The board asked the Wessels put a sign next to all doors reminding auditorium users to lock up behind themselves.

Owens and Wolff presented the board with auditorium signage ideas. Their drawings were impressive and the board if very excited about their plans. They would also like to have a clock installed in the pocket above the sign. The board gave the Betterment Committee, Owens and Wolff the approval to move forward with the project and thanked them for all of their hard work.

Sanitation and Garbage Committee

Roger Klemisch came to the board with concerns about the private transfer key fee that the city has decided on. He feels the fee is excessive and that he has no choice but to pass it onto his clients. The board understood his position but will not drop the fee for the key.

The new transfer station policy’s have been going well with limited complaints according to the mayor.

There is some confusion about the city’s transfer station property lines. CHS will be doing a land survey in that area for the new road to their facility. When that survey is complete it will give the city definite property lines and the fence will be moved accordingly.

Board of Health

Mayor Fitterer discussed that several properties in town have yards that are extremely overgrown and need tending. Many of these properties are vacant homes and some are vacant and for sale. The board suggested that we speak with the realtors in town to explain that if these properties are not kept up the city will mow and clean the properties and special asses the fees onto the property taxes.

Stanley Jochim came to the board with pictures of the property at 305 South 10th Street. The yard has become very overgrown and there are several areas with debris that could be a possible rodent habitat if not cleaned up. A Young moved and Kautzman seconded to have a letter send to the property by Mayor Fitterer giving him seven days to clean up the property or the city will clean the property and special assess it to the property taxes, all voting yes the motion passed.

Wessels reported to the council that Travis Peterson was sent a letter concerning the condition of his property after her inspection of the items of question. The problem areas have been rectified.

Wessels informed the board that Barbara Waterman has been sent a certified notice that her property has become a dangerous building and has an order to demolish the property within thirty days. If this order is not followed through with by the property owner the city council will follow the ordinances and begin the condemnation process.

Gary Hoffmann discussed concerns about the property at 214 North 5th Street. They have a fence that is not substantial for keeping in large dogs and there are concerns about the upkeep of the yard. A letter will be sent by Wessels to the property owner asking these problems to be rectified.

A Young moved and Hoffmann seconded to approve the letter to Paula Nasta concerning the condition of the property at 208 North 6th Street, all voting yes the motion passed.

Building Committee

Stuart Goerhing came to the board with a request for a variance to plant bushes on his lot that will be three feet into the city easement. They will not obstruct and view for vehicles and will only serve as a snow barrier. J Young moved and Kautzman seconded to grant a six foot variance for the property at 319 North 3rd Street, 4 voting yes and Hoffmann abstaining the motion passed.

Personnel Committee

A Young informed the board that several members from the community, including the sheriff’s department and the NS Ambulance service has recommended Richard Olsen for the NS Emergency Management position. Wessels informed the board that for the first year of the emergency managers position the NS Mutual Aid agreements must be redone and the city auditorium must be stocked with supplies for a disaster. Hoffmann moved and A young seconded to appoint Richard Olsen as the New Salem Emergency Director, all voting yes the motion passed. Wessels recommended that Olsen have a point of contact on the council for his benefit in his new position. Kautzman will be Olsen’s point of contact and Wessels with also work with Olsen on the Mutual Aid agreements and auditorium supplies.

The personnel committee reviewed the applications for City building inspector and A Young moved and Kautzman seconded to appoint Tom Wolff as the New Salem Building inspector and to have Gary Hoffmann as the point of contact, all voting yes the motion passed. Wolff was asked to attend the Planning and Zoning meetings and to report to the council on a quarterly basis.

The personnel committee asked to have another council member appointed to the committee so that there are always at least two members to discuss personnel issues. Hoffmann was added to the personnel committee.

The city auditor’s job description was discussed at great length. Wessels’s position consists of more than most city’s auditor’s positions. These tasks require Wessels to be out of the office often which causes problems for residents needing immediate assistance. Wessels is always reachable on her cell phone which does help but the board suggested having the mayor be notified when Wessels must be out of the office for the day and or long periods of time so that she can assist residents. Young and Kautzman both commented on the fact that they appreciate Wessels taking care of tasks that are outside of her job description for the betterment of the council and the community.

The personnel committee also addressed the part-time janitorial position that the city is looking to fill. Wessels informed them that John Blaich voiced interest in the position and Young moved and Schaaf seconded to hire Blaich if he is still interested and pay him $8.40 per hour, all voting yes the motion passed.

J Young and Schaaf seconded to pay Kyle Wetzel, the other part time city employee $8.40 per hour as well, all voting yes the motion passed.

New Business

J Young moved and Hoffmann seconded to adopt a resolution to establishing the zoning change of the southwest quarter of section 22, township 139, range 85 of Morton County, less 2.42 A Rd and 1.39 A RD and Lots AA-A-B-B, 144.73 acres more or less from Agricultural to Industrial, all voting yes the motion passed.

Schaaf moved and Hoffmann seconded to approve the renewal of CD #52202, all voting yes the motion passed.

Wessels reviewed the phone vote for the liquor transfer of De Udder Bar to the city auditorium on June 11th, all voting yes the motion passed.

Kautzman moved and Schaaf seconded to approve the liquor transfer request from De Udder Bar to the city auditorium on July 30th, all voting yes the motion passed.

Kautzman moved and Schaaf seconded to approve the liquor licence application for an On/Off Sale for Ruds Tesoro, Kautzman, Schaaf, A Young voted yes and J Young-Hoffmann voted no, motion passed.

Wessels explained that the city office phone is not working correctly and must be replaced immediately because she is unable to answer the phone, J Young moved and Hoffmann seconded to purchase a phone that will meet the needs of the city office, all voting yes the motion passed.

Schaaf moved and Hoffmann seconded to approve the city bills as presented, all voting yes the motion passed.

Paid Chk# 009405 Samuel, Leon 5/2/2011 $1,698.30

Paid Chk# 009406 Bauer, Audrey 5/9/2011 $127.20

Paid Chk# 009407 Bauer, Calvin 5/9/2011 $435.11

Paid Chk# 009408 Fuchs, Dane 5/9/2011 $1,415.90

Paid Chk# 009409 Gaebe, Lance 5/9/2011 $117.94

Paid Chk# 009410 Hoger, Wayne 5/9/2011 $220.78

Paid Chk# 009411 Vogel, Ed 5/9/2011 $716.64

Paid Chk# 009412 Wessels, Shian 5/9/2011 $898.81

Paid Chk# 009413 VOID 5/23/2011 $0.00

Paid Chk# 009414 VOID 5/23/2011 $0.00

Paid Chk# 009415 VOID 5/23/2011 $0.00

Paid Chk# 009416 Bauer, Audrey 5/23/2011 $37.41

Paid Chk# 009417 Bauer, Calvin 5/23/2011 $349.25

Paid Chk# 009418 ERHARDT, RALPH 5/23/2011 $70.05

Paid Chk# 009419 Fuchs, Dane 5/23/2011 $1,351.57

Paid Chk# 009420 Kruger, Ty 5/23/2011 $275.95

Paid Chk# 009421 Vogel, Ed 5/23/2011 $763.47

Paid Chk# 009422 Wessels, Shian 5/23/2011 $862.05

Paid Chk# 009423 Wetzel, Kyle 5/23/2011 $263.32

Paid Chk# 009424 SEC FIRST BANK 6/2/2011 $0.00

Paid Chk# 009425 Bauer, Audrey 6/6/2011 $67.34

Paid Chk# 009426 Bauer, Calvin 6/6/2011 $380.47

Paid Chk# 009427 ERHARDT, RALPH 6/6/2011 $154.71

Paid Chk# 009428 Fuchs, Dane 6/6/2011 $1,501.64

Paid Chk# 009429 Kruger, Ty 6/6/2011 $430.01

Paid Chk# 009430 Vogel, Ed 6/6/2011 $747.60

Paid Chk# 009431 Wessels, Shian 6/6/2011 $862.05

Paid Chk# 009432 Wetzel, Kyle 6/6/2011 $421.87

Paid Chk# 009433 CITY OF BISMARCK 6/9/2011 $646.80 tv disposal

Paid Chk# 009434 AG VANTAGE 6/13/2011 $2,361.38 gas and oil

Paid Chk# 009435 AGENCY MABU 6/13/2011 $150.00 5yr domain reg

Paid Chk# 009436 ALLIED 100, LLC 6/13/2011 $284.95 AED pads

Paid Chk# 009437 ALLTEL 6/13/2011 $193.63 cell phones

Paid Chk# 009438 AMERICAN LEGION 6/13/2011 $105.00 auditorium flags

Paid Chk# 009439 AMERIPRIDE 6/13/2011 $458.59 aud floor mats

Paid Chk# 009440 BRAUN ELECTRIC INC 6/13/2011 $19.80 misc

Paid Chk# 009441 CLAYS PLUMBING 6/13/2011 $1,951.59 furnace

Paid Chk# 009442 CLINT FELAND, INC 6/13/2011 $2,561.69 gravel

Paid Chk# 009443 COFER REPAIR 6/13/2011 $614.38

Paid Chk# 009444 DANE FUCHS 6/13/2011 $267.29 landscaping chemicals

Paid Chk# 009445 ED VOGEL 6/13/2011 $50.81 reimburse

Paid Chk# 009446 ELECTRONIC COMMUNICATIONS 6/13/2011 $543.10 siren repair

Paid Chk# 009447 ERIC NIKIFOROFF 6/13/2011 $105.00 piano tuning

Paid Chk# 009448 FAMILY FOOD PRIDE 6/13/2011 $71.82 aud supplies

Paid Chk# 009449 FARMERS LUMBER & GAMBLES 6/13/2011 $899.40 aud/shop supplies

Paid Chk# 009450 FARMERS UNION ELEVATOR 6/13/2011 $216.30 grass seed

Paid Chk# 009451 FERGUSON WATERWORKS 6/13/2011 $566.45

Paid Chk# 009452 GERDAU AMERISTEEL CORP 6/13/2011 $36.74 appliance disposal

Paid Chk# 009453 GUARDIAN LOCK & SAFE 6/13/2011 $97.92 padlocks

Paid Chk# 009454 JOHNSON WRECKING 6/13/2011 $75.00 window-truck

Paid Chk# 009455 MARC 6/13/2011 $152.02 transfer station lock

Paid Chk# 009456 MDU 6/13/2011 $3,516.79 lagoon pump

Paid Chk# 009457 MISSOURI WEST WATER 6/13/2011 $12,434.05 water purchase

Paid Chk# 009458 MOR- GRAN- SOU ELECTRIC 6/13/2011 $257.46 street lighting

Paid Chk# 009459 MORTON COUNTY AUDITOR 6/13/2011 $3,200.00 police contract

Paid Chk# 009460 NAPA 6/13/2011 $182.13 equipment parts

Paid Chk# 009461 ND HEALTH DEPT - 6/13/2011 $32.00 labs

Paid Chk# 009462 NELSON INTERNATIONAL 6/13/2011 $198.94

Paid Chk# 009463 NEW SALEM FARM SERVICE 6/13/2011 $52.50 equip parts/repair

Paid Chk# 009464 NEW SALEM JOURNAL 6/13/2011 $771.40

Paid Chk# 009465 OFFICE DEPOT CREDIT PLAN 6/13/2011 $53.00

Paid Chk# 009466 ONE CALL CONCEPTS 6/13/2011 $23.40

Paid Chk# 009467 PARK DISTRICT 6/13/2011 $1,922.38 state aide

Paid Chk# 009468 PRAXAIR 6/13/2011 $89.85

Paid Chk# 009469 RDO 6/13/2011 $893.10

Paid Chk# 009470 ROAD WARRIOR EXPRESS 6/13/2011 $25.00

Paid Chk# 009471 ROLIN MANUFACTURING INC 6/13/2011 $142.73 shop misc

Paid Chk# 009472 ROUGH RIDERS INDUSTRY 6/13/2011 $46.08 transfer station signs

Paid Chk# 009473 RUDS TESORO 6/13/2011 $290.40 gas and oil

Paid Chk# 009474 Security First Bank BC/BS 6/13/2011 $285.00 Dane insurance

Paid Chk# 009475 OMB/SURPLUS PROPERTY 6/13/2011 $62.00

Paid Chk# 009476 TRANSTRASH 6/13/2011 $484.80

Paid Chk# 009477 WEST RIVER 6/13/2011 $419.32 phones-sheriff

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 Lynette Fitterer-Mayor

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 Shian Wessels-Auditor