

City Council Meeting November 7, 2011

The City Council met in regular session at 6:00 PM at the SE Region Career & Technology Center-Community Room with the following members present: Mayor Zimmer and Council: Sitzler, Brandriet, Harris, Rosendahl, Forward and Kuipers. Visitors present: Jerry Hollingsworth, Brye Zimmer, Stacy Zimmer, Larry Engel, Brandon Franz, Tristan Nelson, Brittany Staples, Gary Fitzgerald, Kent Ritterman-Moore Engineering and Jerod Klabunde-Moore Engineering. Employees present: Pat Nelson, Marke Roberts, Gary Neuharth, and April Haring.

Moore Engineering:

2009-2 Phase 1, Forward moved, Sitzler second to approve payment to Veit & Company for \$33,150.00 for sanitary sewer relining on Main Avenue between 3rd and 4th Street, carried.

2010-1 Phase 2, Brandriet moved, Forward second to approve Final Balancing Change Order \$35,079.97 for additional work, carried. Forward moved, Rosendahl second to approve Pay Estimate #8 to Kvamsdal Construction for \$835,576.92, carried. Kuipers moved, Brandriet second to approve engineering invoice to Moore Engineering for \$24,987.96, carried. Council will need to discuss how to use remaining budget of approximately \$150,000.00 in grant funds over next couple of months.

2012-1 Phase 3, discussion was held regarding scope of project. Sitzler moved, Rosendahl second to introduce and approve RESOLUTION TO DIRECT ENGINEER TO PREPARE PLANS AND SPECIFICATIONS OF THE PROPOSED IMPROVEMENT AND ESTIMATE OF PROBABLE COST, roll call approved. Proposed improvements will include north 5th Street, south 6th Street, north 11th street with an alternate option of installing a grinder at the lift station on Fir Avenue.

Hwy 1 Project, Brandriet moved, Forward second to approve engineering invoice to Moore Engineering for \$56,482.56, carried.

Safe Routes to School, Brandriet moved, Rosendahl second to direct Moore Engineering to prepare plans and probable costs for grant application, carried. Areas to be included in proposed project would be sidewalks in community that are in need of repair or replacement.

2010-2 JVG Water Main Relocation, Sitzler moved, Kuipers second to approve Final Pay Estimate to Kvamsdal Construction for \$28,253.00, carried. Brandriet moved, Rosendahl second to approve engineering invoice to Moore Engineering for \$4,998.75, carried.

Water Treatment Plant Support, Sitzler moved, Brandriet second to approve Moore Engineering Invoice for support with reduced total of \$15,464.90, carried (Harris voting no). After discussion with water treatment plant operator the remaining invoice for support of \$7,491.50 will be voided.

Minutes, Auditor and Court Reports: Kuipers moved, Brandriet second to approve minutes and all other reports as presented, carried.

Building Permits:

Forward moved, Sitzler second to approve building permits as listed, carried:

1. Thomas Cooper, Lot 1 Block 4 St Charles, concrete pad
2. Jeff Moore, Lot 1 Block 28 WTL, sidewalk replacement
3. Russ Larson, W 84' Lots 15, 16 and 17 Block 15 McCarthys, new deck and garage
4. Jennifer Person, Lot 5 Andrews, new driveway
5. Alex Breker, Lot 17 Block 17 Original Plat, shingles
6. Mark and Lonnie Kuipers, Lot 8 and W ½ Lot 9 Block 4 St Charles, siding and windows

Following building permit will need to have a variance request completed before further action can be taken, Pat Nelson will contact property owner:

Vaino Youle, Lot 1 and N 15' Lot 2 Block 9 Washburns, new garage.

Game of Chance Permit:

Kuipers moved, Rosendahl second to approve game of chance permit as listed, carried:

1. Knights of Columbus, calendar raffle.

Public Advertisement Application: Sitzler moved, Brandriet second to approve Request for Placement of Public Advertisement for American Legion at 5th Street and Main Avenue, carried.

Bills:

Sitzler moved, Brandriet second to approve the bills as listed, roll call approved:

AFLAC	106.04	American Welding Supplies	8.70
Computer Express	200.00	Dakota Valley Electric	184.00
Farmland CoOp	2,827.04	Galls	42.99
ITD	27.75	Mertz Lumber	1,631.81
Napa	198.22	ND Department of Health	48.00
ND State Radio	202.23	Oakes Food Center	27.35
Oakes Times	35.00	Praskas Hardware	144.70
RDO Equipment	108.29	Waste Management	4,338.76
Waste Management-Cardboard	130.70	Waste Management-Recycling	2,535.70
CSE	275.54	Oakes Park Board	4,754.74
CSE	275.54	AFLAC	106.04
Banyon Data Systems	2,505.00	Brokers National Life	619.30
Circle R	262.57	Computer Express	414.00
Dakota Improvement	1,061.92	Dakota Supply Group	1,868.49
Dakota Valley Electric	2,592.60	Dickey Rural Communications	741.77
Ecolab	85.50	Economy Oil	112.20
Economy Propane	2,284.20	Fargo Water	1,971.29
Farmland CoOp	3,021.83	Galls	129.99
Neuharth Law	375.00	General Irrigation	120.61
Genesys	5,750.58	Hawkins	2,999.35
Hwy 1 Fuel & Service	910.18	Gerald Schumacker	1,800.00
Kelsens Bakery	8.00	Kustom Machine	19.28
Larson Electric	810.00	Lau Motors	101.86
Mertz Lumber	669.90	Midwest Pest Control	131.00
Napa	359.56	ND Department of Health	32.00
ND Sewage Pump	5,599.70	Newman Signs	1,748.96
Novak Electric	4,268.06	Oakes Area Chamber of Commerce	67.00
OEI	9,165.40	Oakes Ready Mix	957.64
Oakes Times	325.50	Oakes Truck & Trailer	359.03
Oakes Vet	30.00	One Call	44.20
Otter Tail Power	6,300.42	Praskas Hardware	190.42
Quill	559.44	Rods Cleaning	232.50
Sweeney Controls	1,388.89	Sweets & Stories	104.99
Tom Kelly Construction	50.00	USA Blue Book	75.35
Verizon Wireless	28.72	Visa	554.28
Vistos Carquest	32.20	Western Agency	29.00
American Welding Supplies	8.99	Ameripride Linen	132.44
Dakota Valley Electric	172.00	Dakota Valley Electric	26.00
Myron Strutz	2,540.00	Waste Management-Cardboard	218.70
Waste Management-Recycling	3,199.80	Zs Trees	18,960.00
DR-Travel Inn	131.50	Friends of Fine Arts	50.00
Holiday Inn	944.28	Jacobson Implement	503.94

KH-Supplies	506.26	Midwest Testing	6,700.13
ND League of Cities	460.00	Tim Schell	350.00
Wheat Growers	620.10	Capital Bank & Trust	50.00
FCCU	37.50	JP-Travel	75.00
MR-Travel	437.92	NDPERS-457	57.50
Zs Trees	10,980.00	Capital Bank & Trust	50.00
Computer Projections of IL	150.00	FCCU	37.50
NDPERS-457	57.50	Flex	688.97
Aggregate Industries	366.00	AT&T	289.19
Cummins Power	991.74	Dacotah Paper	21.53
Grainger	181.18	Great Plains Tower	5,475.32
Henninger Lawn Mowing	480.00	Jet-Way	522.00
JT Homan	135.00	NDPERS Group Insurance	9,877.74
NDPERS Retirement	3,250.35	Oakes Public School	298.53
PayPal	465.13	Praskas Hardware	8.69
Ramkota Hotel	84.00	Red River Electric	129.92
Tom Kelly Construction	8,262.00	Wendy Johnson	22.00
Waste Management	5,333.70	Payroll Taxes (October)	8,632.27
Salaries	28,974.84	Starion – Bank Fees	46.43

Committee Reports:

Fire, antenna repairs are completed and continued improvements/repairs are being carried out at the fire hall. Chief Hollingsworth reported the department will be starting the process of forming a fire district and as of November they have had 35 calls for 2011, above the normal average. **Police**, Brandriet moved, Forward second to donate the retired Smith and Wesson police guns to Lions for annual Auction (ATF has been contacted and approves), carried. Discussion was held regarding the installation of stop sign at 3rd Street and Kola Avenue and 4th Street and Main Avenue. Property Clean-up letters and pictures will be sent to those that have not addressed concerns of junk and debris on property. **Streets**, Nelson reported the IH dump truck has cracks in the frame and repair costs are higher than the value of the truck, will continue to use for snow season and look for replacement in spring. **Cemetery**, Sitzler moved, Forward second to begin repairs as quoted by Dahlstrom Funeral Home, carried. Discussion was held regarding possible ideas for Eagle Scout Coleman's project such as planting trees, lights, and new sign. **Finance**, First Reading of Payment Ordinance to allow auditor to make regular monthly payments when not submitted at regular council meetings. **Shop** is being worked on and it will be an estimated \$1,800 to complete the improvements with labor provided by the public works employees.

Unfinished Business:

2nd Reading Sales Tax Request-Oakes Fire Department, Forward moved, Sitzler second to approve \$1,500 Sales Tax Request for antenna repairs, carried.

2nd Reading Sales Tax Request-Oakes Police Department, Sitzler moved, Forward second to approve \$2,000 Sales Tax Request for siren improvements, carried.

2nd Reading Sales Tax Request-Street Lights, Kuipers moved, Rosendahl second to approve \$10,000 Sales Tax Request for installation of street lights by Harvest Inn, carried.

New Business:

North 15th Street Improvement Request received from Rosendahl. Request to improve platted, undeveloped area to be used as an alley. Sitzler moved, Brandriet second to contact adjacent property owners and notify them of request and to determine cost share of improvement by the property owners, carried.

Street Light Request received for intersection of 2nd Street and Lilac Avenue. Kuipers moved, Sitzler second to approve installation of street light, carried.

Utility Rates, discussion was held with City Auditor regarding adjustments to utility rates, last increase to rates was in 2007. Rural water and sewer accounts will be reviewed by Finance Committee and City Auditor to adjust rates. Sitzler moved, Forward second to introduce and approve RESOLUTION TO ACCEPT WATER RATE ADJUSTMENTS AS FOLLOWS: RESIDENTIAL \$39.00 BASE INCLUDES 2,000 GALLONS AND \$2.75 PER THOUSAND ABOVE THAT; MULTI-DWELLING \$39.00 BASE INCLUDES 2,000 GALLONS PER ½ UNIT AND \$2.75 PER THOUSAND ABOVE THAT; COMMERCIAL \$49.00 BASE INCLUDES 2,000 GALLONS AND \$2.75 PER THOUSAND ABOVE THAT. Roll call approved.

Sitzler moved, Kuipers second to introduce and approve RESOLUTION TO ACCEPT SEWER RATE ADJUSTMENTS AS FOLLOWS: RESIDENTIAL-\$22.00 BASE; MULTI-DWELLING-\$22.00 BASE; COMMERCIAL-\$32.00 BASE AND \$0.50 PER THOUSAND GALLONS OF WATER USED. Roll call approved.

Sitzler moved, Brandriet second to introduce and approve RESOLUTION TO ACCEPT EMERGENCY RATE OF \$1.50 PER USER. Roll call approved.

Rates will be effective January 1, 2012.

Franchise Fees, Brandriet moved, Sitzler second to send notice of intent to impose franchise fees to Otter Tail Power Company of 2% of annual gross revenue within the City of Oakes and to Dickey Rural Communications of \$500 per month, carried.

Announcements & Correspondence:

Landfill Inspection by the ND Department of Health, passed with few concerns. Discussion was held regarding the future of the landfill and potential of site being closed very shortly due to lack of space.

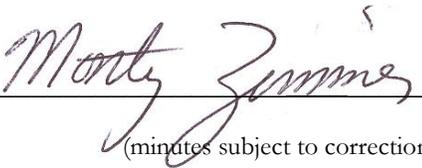
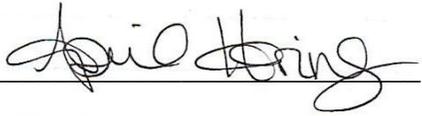
ND Water Convention registration for December 7-8, 2011.

South Central Dakota Regional Council congratulating City officials and staff for their work on being selected the 2011 City of the Year.

Chamber Thank You for the help and treats for the annual Halloween Parade and change of banners along Main Avenue.

Next regular meeting will be Monday, December 5, 2011 at 6PM.

Brandriet moved, Forward second to adjourn meeting at 8:28 PM.

MAYOR  ATTEST 
(minutes subject to correction and approval at the next regular meeting)