

City Council Meeting
January 13, 2014

The City Council met at 6:00 PM at Oakes Armory with the following members present: Mayor Zimmer and Council: Engel, Harris, Strutz, and Brandriet. Sitzler and Forward were absent. Visitors present: Stacy Zimmer, Nathan O'Brien, and Jeremy Sitzler. Employees present: Marke Roberts, Pat Nelson, Kevin Haring, Gary Neuharth, and April Haring.

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

Destruction of Records: Harris moved, Strutz second to approve the destruction of records as presented, carried.

Year End Financial Statement: Strutz moved, Engel second to approve the report as presented showing Year End Financials for 2013 ending cash balance \$2,358,008.05, carried.

Pledge of Assets and Designate Depositories: Starion Financial, First Community Credit Union, First State Bank are designated depositories with pledges of \$2,546,886.68, \$0.00, \$71,282.45 accordingly; Harris moved, Strutz second to accept report and depositories designation, carried.

Transfers: Brandriet moved, Strutz second to approve budgeted annual, quarterly, and monthly transfers, carried.

Capital Asset and Inventory Changes: Engel moved, Brandriet second to approve Inventory changes Capital Asset Records and changes for 2013, carried.

Budget Amendments: Strutz moved, Engel second to approve the budget amendments for 2013 fiscal year decreasing the overall budget by \$499,779.32, carried.

Game of Chance Permits: Engel moved, Brandriet second to approve following game of chance permits, carried:

1. SnoBusters—Raffle

Building Permits: Brandriet moved, Strutz second to deny building permit applications as follows, carried:

1. Gilberto Garza Jr, Lot 16 Block 5, Original Plat, improve trailer for storage shed.

Bills: Engel moved, Brandriet second to approve bills as listed, roll call approved:

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|-----------------------------|----------|---------------------------|----------|
| Capital Bank & Trust | 50.00 | Business Forms | 106.00 |
| Circle R | 282.46 | Design Manufacturing | 6,500.00 |
| Dickey Rural Communications | 1,422.84 | Economy Propane | 24.89 |
| Farmland Coop | 2,194.42 | FCCU | 37.50 |
| Galls | 58.28 | Hwy 1 Fuel & Service | 1,241.91 |
| Kevin Gelinske | 12.50 | Travel | 166.08 |
| Mertz Lumber & Supply | 617.94 | Millers Fresh Foods | 12.87 |
| Napa Parts | 310.33 | NDPERS-457 | 70.00 |
| Newman Signs | 6,905.19 | ND One Call | 12.10 |
| Praskas Hardware | 163.24 | Waste Management-Landfill | 1,396.83 |
| Waste Management-Recycle | 634.52 | WSI | 350.00 |
| Capital Bank & Trust | 50.00 | American Welding Supplies | 11.70 |
| City of Fargo | 14.00 | Dakota Improvement | 325.00 |
| Dakota Valley Electric | 312.00 | Daniel Trageton | 80.00 |

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|--------------------------------|-----------|-----------------------------|-----------|
| Economy Propane | 1,622.88 | FCCU | 37.50 |
| Hawkins | 2,497.36 | ITD | 27.75 |
| Flex | 1,040.00 | Locators & Supplies | 703.86 |
| Michael Todd & Co | 723.70 | NDPERS-457 | 70.00 |
| Oakes Truck & Trailer | 799.90 | Parts | 111.51 |
| Sanitation Products | 349.17 | Seyer Plumbing & Heating | 646.79 |
| Siemens Water Tech | 76,675.00 | USA Blue Book | 1,522.47 |
| Wendy Johnson | 36.00 | Western Agency, Inc | 11.00 |
| Dakota Supply Group | 61.18 | J Thomas Homan | 390.00 |
| Mertz Lumber & Supply | 9,063.00 | Flex | 2,400.00 |
| RDO Equipment | 15,371.70 | Red River Electric | 272.58 |
| Siemens Water Tech | 1,361.59 | Wades Service Center | 128.72 |
| Waste Management-Landfill | 2,410.57 | AFLAC | 106.04 |
| American Welding Supplies | 12.09 | Ameripride Linen | 72.79 |
| Ameritas Life Insurance | 900.00 | Arbor Day Foundation | 15.00 |
| AT&T | 878.39 | Circle R | 360.49 |
| City of Fargo | 28.00 | Computer Express | 200.00 |
| Dakota Valley Electric | 2,592.60 | Dakota Valley Electric | 408.00 |
| Dickey County | 6,816.24 | Dickey Rural Communications | 834.54 |
| Digital Ally | 4,374.00 | Ecolab | 91.00 |
| Economy Propane | 2,732.95 | Farmland Coop | 6,173.31 |
| Galls | 85.56 | Neuharth Law | 675.00 |
| Hwy 1 Fuel & Service | 1,462.95 | ITD | 27.75 |
| GS Services | 337.50 | Larson Electric | 120.00 |
| Mertz Lumber & Supply | 71.80 | Midwest Pest Control | 131.00 |
| Millers Fresh Foods | 20.44 | Moore Engineering | 2,477.50 |
| Napa Parts | 652.61 | National Assoc of SRO | 990.00 |
| ND Tax Commissioner | 1,432.35 | ND Water Users Assoc | 300.00 |
| NDPERS-Group Insurance | 14,587.17 | NDPERS-Retirement | 6,261.49 |
| Oakes Area Chamber of Commerce | 67.00 | OEI | 9,564.74 |
| Oakes Times | 198.00 | Oakes True Value | 53.93 |
| Oakes Veterinary Service | 30.00 | ND One Call | 8.80 |
| Otter Tail Power | 6,876.27 | Pitney Bowes | 131.25 |
| Praskas Hardware | 207.57 | Quill | 134.16 |
| RDO | 1,564.44 | Reardon Office Equipment | 171.30 |
| Rods Cleaning | 222.50 | Verizon Wireless | 297.54 |
| Verizon Wireless | 305.17 | Virginia Pratschner | 970.00 |
| Visa | 501.18 | Visa | 810.57 |
| Vistos Carquest | 126.58 | Waste Management-Cardboard | 307.11 |
| Waste Management-Landfill | 2,301.26 | Waste Management-Recycling | 664.75 |
| WSI | 6,608.19 | WSI-Fire District | 898.75 |
| Zack's Repair | 169.95 | Starion/PSN – Bank Fees | 361.13 |
| Payroll Taxes | 12,547.20 | Salaries | 38,273.69 |

Visitors:

Fire District, represented by Nathan O'Brien and Jeremy Sitzler, stated interest in purchasing the 2007 Ford Expedition the police department is currently using. The purchase will depend on price and ability for police department to replace vehicle. Chief of Police Roberts and Police Portfolio will work with Fire District to reach an agreement.

Engineer Report:

Phase 3 & 4 grant funding still available, will work on priority list to apply funds.

Oakes Water Towers project awarded funding by USDA Rural Development; 45% grant with remaining loan. Discussion held on necessity of tower. Importance of project is based on fire safety and water quality. Engel moved, Brandriet second to introduce and approve RESOLUTION AUTHORIZING EXECUTION OF LOAN AND GRANT DOCUMENTS. Roll call approved.

Committee Reports:

Utility Bills, Harris was contacted by resident at 109 South 7th Street regarding her water bill. She had a water line leak in her home causing her bill to be higher than usual; the reading was 40,000 gallons above her normal usage. Brandriet moved, Strutz second to deny request to have bill adjusted, carried. The business at 704 South 7th Street also requested an adjustment to their bill. Their account was activated in August when City Hall realized a business was operating out of this location, shortly after that the City was notified the sewer was not functioning properly. Sewer was repaired in November, request is have adjustment made for August, September and October bills. Strutz moved, Engel second to adjust \$96.00 or three months of sewer from the bill, carried. **Garbage Truck** still has slight malfunctions with packer, it is definitely better than it was and operating well enough; oil leaks and problems with the arm have been corrected. Brandriet moved, Engel second to pay the Sanitation Products invoice of \$22,216.89 less the cost of the cylinder and freight, carried. The reduction is due to the denied request to have the old cylinder returned to the City. **Police Department**, Officer Prochnow and Officer O'Brien have completed the School Resource Officer training and Officer Prochnow has started in his new position as the School Resource Officer. **Bobcat**, Harris moved, Brandriet second to not trade current bobcat but to advertise for bids or direct sell pending attorney opinion on which option the City is allowed to do, carried. **Landfill** burn permit should be approved soon. **Garbage Truck Update**, Nelson reviewed information and research on different truck make and models. The top two choices would be LeBrae or Heil. The prices for these trucks are \$250,000-\$290,000 brand new or \$130,000-\$215,000 refurbished. Financing was discussed with different options on how to make lease or loan payments. No decision made, will research further.

New Business:

Armory Grant, Strutz moved, Engel second to accept National Guard Grant to improve exterior building and replace windows on west of building, carried.

First Reading Sales Tax Request from Tornado TV for \$2,500 to purchase new production equipment.

Tourism Funding Request, Strutz moved, Harris second to approve request from Oakes Area Chamber of Commerce for \$3,000 to purchase advertising and games for Irrigation Days, carried.

Easement, Engel moved, Strutz second to approve easement request from Otter Tail Power Company for proposed transmission line on the western edge of the Lots 2 and 4, West Subdivision, carried.

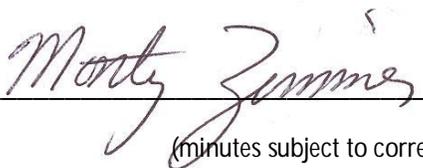
Annual Employee Evaluations and Salary Adjustments, all evaluations were turned in and acceptable for increases. Strutz moved, Engel second to approve a cost of living adjustment and step increase for all employees effective January 1, 2014. Roll call approved.

Announcements & Correspondence:

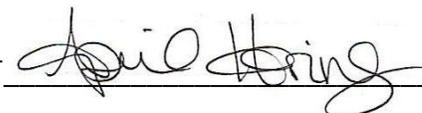
2014 Election petitions available for positions of Mayor, City Council Member (3) and Park Board Member (4).

Brandriet moved, Strutz second to adjourn meeting at 7:52 PM.

MAYOR



ATTEST



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