

City Council Meeting September 12, 2016

The City Council met at 6:00 PM at Oakes Armory with the following members present: Mayor Zimmer and Council: O'Brien, Harris, Ford, Forward, and Conklin. Engel was absent. Visitors present: Matt Hill, Brenda Hill, Lee Bredeson, Brandon Reber-Moore Engineering, and Jerod Klabunde-Moore Engineering. Employees present: Marke Roberts, Pat Nelson, Gary Neuharth, and April Haring.

Engineer Report:

Water Tower Project, Tower 2 is complete, one year warranty to begin. Conklin moved, Harris second to approve final balancing Change Order for Osseo Construction of a decrease of \$17,500.00, carried. O'Brien moved, Ford second to approve Final Pay Estimate #3 to Osseo Construction for \$21,060.00, carried.

Harris moved, Forward second to approve Invoice #13582 to Moore Engineering for \$2,820.00, carried.

Street Improvement Project, turf establishment has been completed in a few areas. Conklin moved, O'Brien second to approve Final Pay Estimate to Bituminous Paving for \$5,000.00, carried. O'Brien moved, Ford second to approve Invoice #13593 to Moore Engineering for \$1,225.00, carried.

Lagoon Improvement Project, USDA funding was approved with a substantial grant. The scope and timeline were discussed; decided to bid project this winter for construction next year.

Harris moved, Conklin second to introduce and approve RESOLUTION TO AUTHORIZE LOAN FOR LAGOON IMPROVEMENTS. Roll call approved.

O'Brien moved, Ford second to introduce and approve RESOLUTION CREATE LAGOON IMPROVEMENT DISTRICT 2016-1. Roll call approved.

Forward moved, Harris second to introduce and approve RESOLUTION DIRECTING ENGINEER TO PREPARE ENGINEER'S REPORT FOR LAGOON IMPROVEMENT DISTRICT 2016-1. Roll call approved.

O'Brien moved, Ford second to introduce and approve RESOLUTION TO APPROVE ENGINEER'S REPORT FOR LAGOON IMPROVEMENT DISTRICT 2016-1. Roll call approved.

Forward moved, O'Brien second to introduce and approve RESOLUTION TO HIRE OHNSTAD & TWICHELL LAW FIRM AS BOND COUNSEL FOR LAGOON IMPROVEMENT DISTRICT 2016-1. Roll call approved.

Forward moved, Harris second to introduce and approve RESOLUTION TO APPROVE LEGAL SERVICES AGREEMENT WITH NEUHARTH LAW FOR LAGOON IMPROVEMENT DISTRICT 2016-1. Roll call approved.

O'Brien moved, Ford second to introduce and approve RESOLUTION TO DIRECT ENGINEER TO PREPARE DETAILED PLANS AND SPECIFICATIONS FOR LAGOON IMPROVEMENT DISTRICT 2016-1. Roll call approved.

Harris moved, Ford second to approve Invoice #13592 to Moore Engineering for \$45,632.50, carried.

NW Drainage Outlet, discussion was held with one property owner on scope and plan of the project; another meeting will be scheduled with other property owner to complete preliminary plans. Conklin moved, Ford second to approve Agreement for Professional Services with Moore Engineering, carried.

Lake Agassiz Water Authority and Red River Valley Water Supply Project information meeting was held with neighboring communities and water districts. Information was provided regarding preliminary planning and possible participation in the project. The project is to bring Missouri River water to the east to meet industrial and commercial needs and for drinking water in the event of a drought. To be part of current planning, the City is requested to pay fees based on capacity requested based on cubic feet. Council agreed there is no interest at this time for Oakes to join preliminary planning.

Minutes, Auditor and Court Reports: Conklin moved, O'Brien second to approve minutes and all other reports as presented, carried.

Game of Chance Permit: Forward moved, Ford second to approve game of chance permit application as follows, carried:

1. OHS — 50/50 Raffle

Building Permits:

O'Brien moved, Ford second to approve permits as listed, roll call approved:

1. Tom & Jean Rodine, Lots 7 & 8 Block 3 Burlwood, new home
2. Casey's General Store, Block 1 Visto's, concrete
3. Dani Dahlstrom, Lot 5 and S ½ Lot 4 Block 3 St Charles, egress window
4. Dickey Rural Networks, Lot 13 Block 14 Original Plat, curb/sidewalk improvements
5. Curt & Sarah Halmrast, Lots 5 & 6 Block 23 Washburns, deck and sidewalk
6. DJ Jensen, Lot 16 Block 17 Original Plat, addition of sunroom on existing deck
7. Kelly Bean Company, Soo Railroad Lease #22537B, addition to warehouse
8. Dollar General, Lot 1 Block 31 WTL, sign
9. Fir Ave Apartments, N 228' of S 1411' of W 185' of E 1316' of SW ¼, new garage

Bills:

Ford moved, O'Brien second to pay Enterprise Sales \$21,825.01, half of the invoice amount, due to concerns of the roof having leaks, carried. O'Brien moved, Ford second to approve bills as listed, roll call approved:

| | | | |
|------------------------------|-----------|---------------------------|-----------|
| American Welding | 24.45 | Circle R | 579.21 |
| City of Fargo | 28.00 | Computer Express | 200.00 |
| Economy Oil | 684.16 | Farmland Co-Op | 2,508.89 |
| Green Iron Equipment | 1,084.12 | Hicks Equipment | 425.27 |
| Information Technology | 75.40 | John Deere | 89.18 |
| Mertz Lumber | 1,600.23 | Napa | 328.97 |
| Newman Signs | 50.77 | Oakes Times | 28.00 |
| ND One Call | 5.00 | Praskas Hardware Hank | 373.61 |
| Ricks Body Shop | 50.00 | Seyer Plumbing | 392.36 |
| Sweeney Controls | 78.75 | Vistos Carquest | 282.50 |
| Waste Management-Cardboard | 674.00 | Waste Management-Landfill | 2,247.77 |
| Waste Management-Recycle | 1,000.10 | Wheat Growers | 775.00 |
| Zacks Repair | 220.32 | Arnie Widmer | 11.40 |
| Caseys General Store | 282.64 | Code 4 Services | 5,220.57 |
| Dakota Valley Electric | 29.00 | Dakota Valley Electric | 157.00 |
| Dickey Rural Communications | 688.27 | MFOA | 15.00 |
| Municipal Government Academy | 25.00 | STS Construction | 45,099.20 |
| The Radar Shop | 43.00 | Virginia Pratschner | 370.00 |
| NDPERS 457 | 82.50 | Flex Medical | 360.15 |
| Austin Brummund | 580.00 | Edward Jones | 50.00 |
| First State Bank | 31,260.41 | First State Bank-IRA | 37.50 |
| NDPERS 457 | 82.50 | First State Bank-IRA | 37.50 |
| Visa | 302.02 | Waste Management-Landfill | 2,887.50 |
| Verizon | 477.09 | Galls | 499.99 |
| Energy Labs | 185.00 | Otter Tail Power | 7,531.56 |
| Seyer Plumbing & Heating | 708.86 | Dickey County Recorder | 23.00 |
| Vistos Carquest | 14.34 | AFLAC | 327.09 |
| Ameripride | 174.10 | Circle R | 332.38 |
| City of Fargo | 28.00 | Companion Life | 682.85 |
| Dakota Improvement | 728.46 | Farmland Co-Op | 5,870.19 |
| Embroidery Creations | 62.98 | Ecolab | 98.43 |
| Gahner Sanitation | 2,628.00 | Hawkins | 5,291.34 |

| | | | |
|--------------------------------|-----------|--------------------------------|-----------|
| Hicks Equipment | 254.70 | Information Technology | 75.40 |
| Mertz Lumber | 197.96 | Millers Fresh Foods | 25.67 |
| Napa | 310.46 | NDPERS-Group Insurance | 16,014.56 |
| NDPERS-Retirement | 11,963.62 | Oakes Body Shop | 99.55 |
| Oakes Truck & Trailer | 1,016.51 | Reardon Office Equipment | 280.45 |
| Rons Heating & Appliance | 299.00 | Rods Cleaning | 340.00 |
| Starion Financial | 1,058.00 | Virginia Pratschner | 520.00 |
| Vistos Carquest | 659.60 | Waste Mangement-Landfill | 2,514.64 |
| Waste Management-Cardboard | 689.44 | Zacks Repair | 124.36 |
| Dickey Rural Communications | 697.34 | John Deere Financial | 63.06 |
| NDPERS 457 | 82.50 | American Welding & Gas | 24.45 |
| Dakota Improvement | 180.48 | Neuharth Law Office | 300.00 |
| Oakes Area Chamber of Commerce | 67.00 | OEI | 6,706.52 |
| Oakes Veterinary Service | 30.00 | Praskas Hardware Hank | 245.70 |
| Quill | 217.44 | Sweets & Stories | 135.06 |
| Van Diest Supply | 1,809.75 | Visa | 168.67 |
| Airborne Custom Spraying | 3,472.50 | Casey's General Store | 128.46 |
| Dahlstrom Funeral Home | 150.00 | Dakota Valley Electric-Airport | 135.00 |
| Dakota Valley Electric-Sign | 29.00 | DEMCO | 247.34 |
| Economy Oil | 64.12 | Edward Jones | 50.00 |
| Enterprise Sales | 21,825.01 | FSB | 37.50 |
| Flex-Medical | 227.33 | NDLC | 45.00 |
| ND State Library | 70.00 | Novak Electric | 9,119.90 |
| Oakes Times | 216.40 | Oakes True Value | 186.09 |
| Scott Hansen | 1,090.80 | Simek Refrigeration | 6,357.00 |
| Tom Kelly Construction | 640.00 | Total Home | 2,964.12 |
| Univar | 780.00 | Wheat Growers | 1,118.52 |
| Starion/PSN – Bank Fees | 491.36 | Payroll Taxes | 21,672.37 |
| Salaries | 67,106.40 | | |

Visitors: None.

Committee Reports:

Oakes Sign, Harris brought up concerns about the location of the Oakes sign on the north side of town. The sign is currently located on personal property, and the request was made relocate. The Oakes Area Chamber of Commerce is the owner of the sign, and Pat Nelson has been working with members to relocate. An easement will be recorded for the retaining wall, bench, and part of the path that is still located on the personal property. **Drain**, Harris requested documentation be completed on the City's drain to determine if erosion is being accelerated due to the Jackson Township Drain. Pictures will be taken and request sent to Water Board if repairs are needed. **Street Light**, the request was made to install additional lights on Aspen Drive. Forward moved, Harris second to approve the installation of a street light at Aspen Drive if the total cost is under \$1,500.00 and will adjoining property owner approval, carried. **14th Street North**, the request was made by a property owner in the 300 Block of North 14th Street to have driveways ground down from improvements made to the area last year. Forward suggested renting a curb grinder at \$225.00 per hour to use on driveways and other areas to possibly resolve draining concerns in City. Forward moved, Harris second contact property owners on the 14th Street to determine scope and estimate to grind curb/driveways. Roll call: Ford-no, Conklin-no, O'Brien-no, Harris-yes, Forward-yes, motion failed. **Block 1 Koots Subdivision Alley** has never been vacated but not used as an alley and contains no utilities. Harris moved, O'Brien second to Quit Claim Deed the alley located in Block 1 Koots to adjacent property owners, roll call approved. **Rates**, discussion was held on increasing rates to help meet the costs of additional aerial mosquito spraying and increasing reserves. Conklin moved, Harris second to introduce and approve RESOLUTION TO ACCEPT MOSQUITO RATE ADJUSTMENTS AS FOLLOWS:

RESIDENTIAL AND COMMERCIAL \$2.00 PER MONTH; MULTI-DWELLING \$0.25 PER UNIT PER MONTH; DUPLEX \$0.50 PER UNIT PER MONTH. EFFECTIVE NOVEMBER 1, 2016. Roll call approved. O'Brien moved, Ford second to introduce and approve RESOLUTION TO ACCEPT RATE INCREASE FOR LAGOON IMPROVEMENT DISTRICT 2016-1 AS FOLLOWS: RESIDENTIAL AND COMMERCIAL \$2.50 PER MONTH; MULT-DWELLING \$2.50 PER ½ UNIT PER MONTH. EFFECTIVE NOVEMBER 1, 2016. Roll call approved. Harris moved, Forward second to introduce and approve RESOLUTION TO ACCEPT WATER RATE ADJUSTMENTS AS FOLLOWS: RESIDENTIAL \$42.50 BASE INCLUDES 2,000 GALLONS AND \$3.00 PER THOUSAND ABOVE THAT; MULTI-DWELLING \$42.50 BASE INCLUDES 2,000 GALLONS PER ½ UNIT AND \$3.00 PER THOUSAND ABOVE THAT; COMMERCIAL \$52.50 BASE INCLUDES 2,000 GALLONS AND \$3.00 PER THOUSAND ABOVE THAT. EFFECTIVE NOVEMBER 1, 2016. Roll call approved. **Landfill and Garbage**, Nelson reported having issues with garbage and landfill items being place at the City Shop without approval and also landfill items being left in the compost area. Public will be reminded of what is allowed to be disposed of at the compost area and City Shop. Council agreed to look at placing cameras at both sites and post signs noting area is under surveillance and violators will be prosecuted.

Preliminary Budget Hearing

2017 Proposed Budget submitted to Council for review. The preliminary budget shows a mill increase for the City's property tax. Information will be sent to public regarding the explanation of the mill increase and how it converts to actual tax dollars.

Unfinished Business: None

New Business:

Fall Clean-Up will be scheduled for the week of October 17th – 22nd; roll-offs will once again be placed in the Armory parking lot, and landfill will be open all week. Harris moved, O'Brien second to include hazardous material disposal during same times as electronic recycling during clean-up week, carried.

Propane Bids, Forward moved, Harris second to accept a bid for propane from Economy Propane of \$0.77 for the 2016-2017 season, carried.

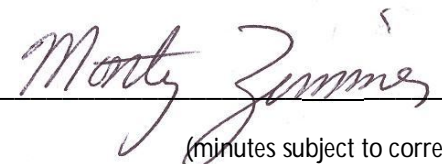
Announcements & Correspondence:

Thank You received from Ptacek Financial to the City Maintenance Department for the assistance in preparation and clean-up of Hockenberry Park for the Pets in the Park event held in August.

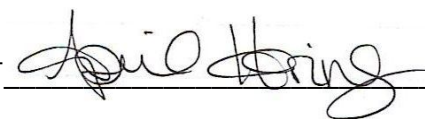
NDLC Annual Conference reminder, September 24-26 in Fargo.

O'Brien moved, Harris second to adjourn the meeting at 8:01 PM.

MAYOR



ATTEST



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