

## Board of Equalization April 10, 2012

The Board of Equalization met at 6:00 PM at SE Regional Career and Technology Center-Community Room with the following members present: Mayor Zimmer and Council: Harris, Kuipers, Rosendahl, Sitzler, and Forward. Brandriet was absent. Visitors present: Stacy Zimmer, Bob Wiek, Doyle Burkhardt, Steve Ketterling, Kim Ketterling, Richard Lauderdale, Daniel Trageton, Rick Folkestad, Jerry Hollingsworth, Kevin Gelinske, Jerod Klabunde-Moore Engineering and Larry Engel. Employees present: Lee Bredeson, Justin Prochnow, Pat Nelson, E. Rod Rodningen, Marke Roberts, Gary Neuharth, and April Haring.

Exempt Properties: Forward moved, Kuipers second to approve the applications for exempt properties as presented, carried.

Homestead Credits: Forward moved, Harris second to approve the application of Homestead Credits as presented, carried.

Visitors and Protests: Doyle Burkhardt protested his valuation increase on Lot 1 Block 22 Washburn's addition. The lot is a concrete parking lot with electricity and no water or sewer services. Sitzler moved, Forward second to lower the valuation to \$5,500. Roll call: Kuipers-no, Rosendahl-no, Harris-no, Forward-no, Sitzler-yes, motion failed. Rosendahl moved, Kuipers second to lower valuation to \$4,300. Roll call: Sitzler-yes, Forward-yes, Harris-yes, Rosendahl-yes, Kuipers-yes, carried.

Assessor Book Changes: Kuipers moved, Sitzler second to approve the changes in valuation as made by the assessor, carried. Forward moved, Rosendahl second to approve changes in true and full values as made by the assessor, carried.

Sitzler moved, Forward second to adjourn Board of Equalization at 6:25 PM.

Public Hearing for Variance Requests was called to order with same members and visitors present.

The Variance Request for 100 Block North 4<sup>th</sup> Street was reviewed. The application is for the construction of a storage building over the allowed lot occupancy of 50%, larger than the allowed area of 1,200 square foot, taller than the allowed 12 foot height and built within the allowed setback. All required signatures were obtained and no protests were received. Forward moved, Sitzler second to accept the variance request, approve the building permit and request the zoning for the area to be changed from residential to commercial, carried.

The Variance Request for 801 Chestnut Circle was reviewed. The application is for the construction of a home to be built within the allowed setback in the southeast corner of the lot. Forward moved, Rosendahl second to accept the variance request and approve the building permit, carried.

Forward moved, Sitzler second to adjourn the Public Hearing at 6:40 PM.

## City Council Meeting April 10, 2012

The City Council met in regular session at 6:40 PM at SE Regional Career and Technology Center-Community Room with the same members, visitors, and employees present.

### Engineer Report:

**2012-1 Phase 3**, Construction has begun with completion date of August 15.

**2013-1 Phase 4**, Letter of Conditions was received from USDA Rural Development awarding funding to the City of 44.6% grant and 2.75% loan for 30 years. This will be the final phase of improvements to the water and sewer mains. Forward moved, Harris second to introduce and approve RESOLUTION OF AUTHORIZATION OF LOAN AND GRANT DOCUMENTS, roll call carried. Forward moved, Sitzler second to introduce and approve RESOLUTION TO APPROVE ENGINEERING AGREEMENT, roll call approved. Sitzler moved, Forward second to introduce and approve RESOLUTION TO DIRECT ENGINEER TO PREPARE REPORT, roll call approved. Harris moved, Rosendahl second to introduce and approve RESOLUTION TO APPROVE ENGINEER'S REPORT, roll call approved. Harris moved, Rosendahl second to introduce and approve RESOLUTION TO CREATE IMPROVEMENT DISTRICT 2013-1 PHASE 4 WATER AND SEWER IMPROVEMENT, roll call approved. Sitzler moved, Kuipers second to approve RESOLUTION TO DIRECT ENGINEER TO PREPARE PLANS AND SPECIFICATIONS, roll call approved. Sitzler moved, Forward second to introduce and approve RESOLUTION TO DIRECT OHNSTAD TWICHELL AND DOUGHERTY AND CO. TO ACQUIRE TEMPORARY FINANCING, roll call approved. Forward moved, Rosendahl second to introduce and approve RESOLUTION TO APPROVE LEGAL SERVICES AGREEMENT, roll call approve.

**2011 Hazard Mitigation Grant**, application has been submitted and unofficially approved, no update on the status has been received.

**Safe Routes to School Project**, letter was received stating Oakes did not qualify for funding for this project.

**Northwest Drainage**, Forward met with property owners and they have agreed to allow possible ditching to provide an outlet.

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

### Building Permits:

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

1. Cindy Bagley, Lot 1 & N 15' Lot 5 Block 19 Washburns, remodel and add garage
2. Tom & Mary Bjornstad, Lots 6 & & Block 19 McCarthys, fence
3. Lee Bredeson, N 140' Lots 2 & 3 Outlot B Andrews, garage
4. Jana Diggs, Lot 5 Block 33 WTL, addition
5. Greg & Lona Hermes, Lot 20 Nagala Addition, addition
6. Steve Ketterling, Lot 17 Nagala Addition, replace old deck
7. Dave Novak, Lots 4,5,6 Block 5 OP, add concrete
8. Oakes Soccer League, Block 1 & 2 Ex W 646.8' of S 20' Block 2 School Addition, storage shed
9. Darren & Monica Ptacek, Lot 15 Nagala Addition, addition and deck
10. Dennis & Brenda Reich, Lots 3 & 4 Block 3 Res Park detached two stall garage
11. Ryan Rosendahl, Lot 11 Block 3 Clines, new home
12. Letitia Schmit, Lot 6 Block 20 Washburns, deck
13. St Johns Church, Lots 2 & 3 Block 10 Washburns, sign
14. Bob Wiek, N 70' Lots 17 & 18 Block 4 OP, building
15. Monty & Stacy Zimmer, Lot 5 Block 1 Vculek Addition, new home

Discussion was held regarding building projects starting before applications are approved. First reading of penalty ordinance for zoning ordinances.

Visitors: **Daniel Trageton** requested his dog be allowed back into city limits. His dog was defined as a vicious dog because of two separate attacks on other dogs. Forward moved, Rosendahl second to allow the dog back into city limits once proof of obedience training is provided and proper fencing installed, carried.

Unfinished Business:

**2<sup>nd</sup> Reading Health Insurance Policy**, Sitzler moved, Forward second to approve amendment to Employee Health Insurance Ordinance. Roll call: Kuipers-no, Rosendahl-yes, Harris-no, Forward-yes, Sitzler-yes; carried. Mayor Zimmer and City Attorney Neuharth discussed their concerns of the amendment and the effect on employment.

New Business:

**Sales Tax Request**, Sitzler moved, Forward second to approve first reading of sales tax request from Daycare Association for \$300 for a celebration for Month of the Child, carried.

**Special Event Permit**, Sitzler moved, Harris second to approve Special Event Permit from Angry Beaver Lodge for June 8 and 9, carried.

**Gravel Bid**, Forward moved, Sitzler second to accept gravel bid from R Enterprises Inc for \$9.25 per ton or \$12.00 per cubic yard, carried.

Kuipers left at 7:50 PM

**Cemetery Bid**, Sitzler moved, Harris second to deny cemetery mowing bid, carried.

**Waste Management Contract** negotiations are still being completed. Waste Management representatives met with JTE Solutions and our committee to discuss options and will hopefully return with an acceptable offer.

Bills: Sitzler moved, Forward second to approve bills as listed, roll call approved:

Capital Bank & Trust	50.00	FCCU	37.50
NDPERS-457	57.50	Mary Ann Nauman	28.08
CSE	275.54	Capital Bank & Trust	50.00
FCCU	37.50	NDPERS-457	57.50
NDDOT	13.00	CSE	275.54
AFLAC	106.04	American Welding Supplies	10.85
Ameripride	66.22	AT&T	293.04
Brokers National Life	619.30	Circle R	288.83
Computer Express	474.00	Dakota Improvement	3,180.99
Dakota Supply Group	930.16	Dakota Valley Electric	229.00
Dakota Valley Electric	2,592.00	Dickey Rural Communications	720.84
Ecolab	85.50	Economy Propane	1,502.35
Farmland CoOp	2,301.39	Ferguson Waterworks	556.64
Neuharth Law Office	262.50	General Irrigation	2,030.00
Hawkins, Inc	500.00	Hwy 1 Fuel & Service	809.22
ITD	27.75	Gerald Schumacker	250.00
KLJ	3,235.96	Kelly's Welding	50.00
Lau Motors	942.79	Mertz Lumber	727.64
Millers Fresh Foods	1.58	Napa	288.08
ND State Radio Communications	444.23	ND Tax Commissioner	1,278.75
Oakes Area Chamber of Commerce	67.00	OEI	9,152.97
Oakes Times	372.94	Oakes True Value	18.36
Oakes Vet	30.00	ND One Call	16.25

Otter Tail Power Company	8,054.24	Praskas Hardware	612.42
Quill	282.91	Red River Electric	500.84
Rods Cleaning	237.50	Sanitation Products	216.37
Sweets & Stories	79.86	Team Laboratory	1,321.00
USA Blue Book	1,127.05	Verizon Wireless	28.72
Visa	397.80	Vistos Carquest	53.55
Waste Management	4,744.69	Waste Management-Recycling	2,869.60
Zacks Repair	264.16	Seyer Plumbing	119.29
Chief Law Enforcement Supplies	113.21	City of Fargo	1,088.00
Digital Ally	4,061.00	Electronic Communication	3,248.00
Jacobson Implement	25,590.00	Municipal Academy	145.00
NDPERS-Group Insurance	9,887.64	NDPERS-Retirement	4,240.30
ND Chiefs of Police Association	70.00	Ost Body & Paint	515.00
Praskas Hardware	6.89	Quill	327.15
Ramkota Hotel	138.00	Siemens	413.56
Starion Bond Services	224,554.76	Visa	767.79
Moore Engineering	7,500.00	Payroll Taxes	9,658.92
Quarter Salaries	2,155.89	Salaries	31,024.15
Starion – Bank Fees	39.27		

**Employee Health Insurance Policy Amendment**, Mayor Zimmer vetoed earlier motion of approving the amendment.

Committee Reports: **Forward** requested process for property clean-up notices to begin. **Harris** still working on cemetery planning and invited anyone to contact him to be part of the process. **Fire**, Spaghetti Feed to be held this weekend to raise funds for training; the petitions to create a fire district will begin circulating soon. Forward moved, Sitzler second to accept bid from Red River Electric for \$5,335 for the installation of a generator if the specs are comparable to other bid, carried. **Spring Clean-Up** will be scheduled for the week of May 7-12, notices will be placed in paper. **Garbage**, truck is currently in Fargo for repairs, garbage pickup has been delayed this week and Waste Management has been scheduled to complete our route at the end of the week. **Police**, two sirens have been made operable and three more are still waiting for the new required upgrades. The siren pole at the Armory was hit and the wiring appears to be damaged, the pole is also leaning; repairs will be scheduled. The stop lights at Highway 1 are scheduled to be repaired and painted soon, during this time the intersection will be a four-way stop. **Lodging Tax**, Sitzler moved, Forward second to appoint the City Council as the Lodging Tax Board, carried.

Announcements & Correspondence:

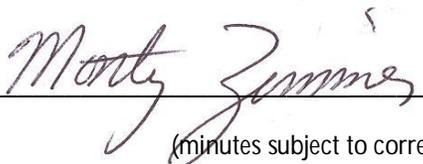
**Dickey County Outlet Construction** proposal was reviewed by Moore Engineering and they see no issues for the City of Oakes with the proposed project.

**Governor's Band Presentation** is scheduled for April 20<sup>th</sup> at 1pm with Governor Dalrymple, celebration will be at the Oakes School South Gym.

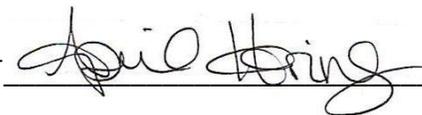
**NDLC Regional Spring Meeting** will be in Oakes on May 3<sup>rd</sup> at the Angry Beaver Lodge.

Sitzler moved, Forward second to adjourn meeting at 8:35 PM.

MAYOR



ATTEST



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