

City Council Meeting March 12, 2012

Public Hearings called to order at 6:00 PM at the SE Region Career & Technology Center—Community Room with the following members present: Mayor Zimmer and Council: Sitzler, Harris, Rosendahl, Forward and Kuipers. Brandriet was absent. Visitors present: Jerry Hollingsworth, Randy Anderson, Brad Breitbart, Rhonda Breitbart, Chase Breitbart, Andrew Levine, Jay Harris, Tim Kelly, Pat Pennington, Dana Grosgebauer, Jayde Carlson, James Ptacek, Gary Fitzgerald, and Larry Engel. Employees present: Lee Bredeson, Bob Thompson, Corey Heim, Justin Prochnow, Pat Nelson, Marke Roberts, Gary Neuharth, and April Haring.

The Public Hearing for Tax Exemption Application was discussed. Harris abstained from discussion. Harris Machine presented a proposal for payment in lieu of taxes; the requested exemption was submitted based on their company's plans for growth and expansion. The amount saved in taxes will allow them to increase their payroll and continue growing the company. Discussion was held regarding the value of the building. The property was recently re-assessed to reflect a correct current value of \$1,778,993. The property owners would still like the property to be reviewed again and believe \$1,000,000 is a more realistic value; more review will be done on this matter. Forward moved, Rosendahl second to approve a property tax exemption for Harris Machine Company, Lots 1 & 7 Industrial Park as follows: Year 1 \$0; Year 2 \$4,500; Year 3 \$9,000; Year 4 \$13,500; Year 5 \$18,000; Years 6-15 \$22,000. Roll Call: Kuipers-yes, Rosendahl-yes, Forward-yes, Sitzler-no, Harris-abstained; carried.

The Variance Request for 103 South 9th Street was reviewed. Vaino Youle presented a proposal showing changes to submitted building permit. Breitbart protested approval of area of building and requested the concrete to be removed and completed the correct way. Sitzler moved, Forward second to approve variance and building permit and accept proposal with the addition of removal of street entrance, replace curb and include hip roof. Roll call: Kuipers-no, Rosendahl-yes, Forward-yes, Sitzler-yes, Harris-no; carried.

The Public Meeting for Renaissance Zone Application for 305 South 9th Street was reviewed. The Renaissance Board has approved the application as submitted. Sitzler moved, Harris second to approve Renaissance Zone Application for 305 South 9th Street, carried. Sitzler moved, Forward second to approve Property Tax Exemption for New Residential Property Construction of \$100,000 for two years, carried.

Forward moved, Harris second to adjourn public hearings at 6:59 PM.

The City Council was called to order in regular session at 7:00 PM with the same members and visitors present.

Visitors:

Pat Pennington expressed his concern over the demolition of the house on 124 South 7th Street. He believes the property can be renovated and made an affordable rental home. His argument was instead of making an empty lot and removing a structure from the tax rolls, he would be able to improve the property and increase the value for the tax base. Rosendahl moved, Harris second to accept Pat Pennington and Brad Breitbart's offer of \$500 to purchase the property but improvements must be done within one year and if no progress is made then demolition will be done at their expense, roll call approved.

JTE Solutions, Jayde Carlson submitted a proposal to conduct an overview of the current waste and recycling program to help identify cost-saving solutions and better prepare the City for upcoming contract negotiations with Waste Management. Rosendahl moved, Kuipers second to

accept the contract and incorporate Project Scope Document in agreement, carried. Jayde will meet with Garbage Committee to refine scope and begin work.

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

Bills:

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

Capital Bank & Trust	50.00	FCCU	37.50
NDPERS-457	57.50	CSE	275.54
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AFLAC	106.04	American Welding Supplies	10.15
Ameripride	66.22	AT&T	290.94
Brokers National Life	619.30	Circle R	248.37
Computer Express	751.94	Dakota Valley Electric	271.00
Dakota Valley Electric	2,592.60	Dickey Rural Communications	760.81
Economy Propane	3,553.20	Fargo Water Equipment	960.57
Farmland CoOp	2,574.42	Galls	281.81
Neuharth Law Office	450.00	Harold Rotunda, CPA	4,800.00
Hawkins	2,266.92	Hwy 1 Fuel & Service	790.38
ITD	27.75	Gerald Schumacker	355.00
Kelsen's Bakery	25.52	Kinetic Leasing	56,561.50
Lau Motors	60.54	Millers Fresh Foods	1.66
Napa	270.94	ND Rural Water	410.00
HSBC Business Solutions	164.00	Oakes Chamber of Commerce	67.00
Oakes Body Shop	660.00	Oakes Drug	27.84
OEI	10,439.62	Oakes Times	332.08
Oakes Truck & Trailer	479.40	Oakes True Value	25.26
Oakes Vet	30.00	Otter Tail Power Company	7,835.31
Pitney Bowes	131.25	Praska's Hardware Hank	383.64
RDO Equipment	1,262.94	Red River Electric	2,002.74
Rod's Cleaning	202.50	Sanitation Products	457.33
Seyer Plumbing & Heating	819.27	Sweeney Controls	4,936.70
Sweets & Stories	109.79	USA Blue Book	233.56
Verizon Wireless	28.72	Visa	460.57
Vistos Carquest	133.62	Waste Management	5,747.01
Waste Management-Recycling	2,869.60	Mertz Lumber & Supply	110.00
Praska's Hardware Hank	15.49	NDPERS-Group Insurance	9,887.64
NDPERS-Retirement	4,199.51	Sanford Health	497.00
BND	7,182.93	State Auditor	165.00
Retzlaff Heating	260.00	USDA	211,145.00
Siemens Water	63.16	City of Fargo	1,054.00
Ost Body and Paint	2,367.95	T&T Pump	2,822.72
Visa	707.38	Payroll Taxes (February)	8,960.82
Salaries	29,995.96	Starion – Bank Fees	49.27

Committee Reports:

Cemetery, Harris reported the Lions have requested to plant trees at the cemetery. He will form a planning committee with Marke Roberts and Adam Dahlstrom to determine what and where to plant. **Shop**, Forward moved, Sitzler second to purchase materials to finish partition in shop, carried. **City Assessor**, Kuipers moved, Forward second to increase City Assessor annual salary to \$3,500 effective April 1, 2012, carried. **Fire**, Chief Hollingsworth reported meetings have been scheduled to begin work on creation of Fire District. Bids have started to come in for the

installation of a generator for the fire hall. **Pat Nelson** has had interest from people regarding mowing the cemetery, will publish for bids to be reviewed at next meeting. **Landfill** is expected to be full by the end of the year, doing more research to see what can be done to extend the life.

Harris left meeting at 8:20pm

Engineer Report:

2010-1 Phase 2, Forward moved, Rosendahl second to approve Amendment #1 to Engineering Agreement to add approved seal coating, carried. Sitzler moved, Forward second to approve engineering invoice for \$7,500, carried.

2012-1 Phase 3, Pre-construction meeting will need to be scheduled soon. Contract states construction cannot begin until after Irrigation Days, contractor has requested to start early. Council will allow the contractor to start early on 11th Street but completion date will be changed to August 1.

Water Towers were inspected by KLM and the report was reviewed. The towers are in poor condition but it is recommended to wait to complete suggested repairs until it is determined how much volume we will need for the future depending on selling water to other entities. Council members will look at towers and report back to Moore Engineering on concerns of repairs.

Northwest Drainage, Kuipers moved, Sitzler second to complete permit to Water Board and easement with landowners to complete drainage ditch along property lines, carried. Forward will discuss with property owners.

Unfinished Business:

Zoning Commission, Sitzler moved, Kuipers second to approve re-appointment of Bill Schmitz and Jeff Forward for three year term each to the Zoning Commission, carried.

2nd Reading Zoning Amendments, Zoning Commission reviewed and recommends proposed changes. Forward moved, Sitzler second to approve zoning ordinance amendments and zoning map changes as presented, carried.

Discussion was held regarding the new processes for building permit approval. A meeting will be held with contractors to go over new requirements and a notice will be published in the paper. Sitzler moved, Forward second to approve appointment of Kevin Gelinske as City Building Official, carried.

New Business:

St. Patrick's Day Parade, Rosendahl moved, Kuipers second to approve the parade on March 17th at 5pm, carried.

Bobcat Bid, Forward moved, Sitzler second to accept bid for bobcat of \$26,505 from Mike Kelly, carried.

Franchise Fees, DRN has notified the City Attorney of their intent to fight the newly passed franchise fees. Discussion was held regarding the utility companies responsibility of franchise fees. Forward moved, Rosendahl second to discontinue franchise fees for Otter Tail Power Company and Dickey Rural Networks, roll call approved.

Employee Health Insurance, Rosendahl requested changing the employer paid benefit level of employees' health insurance. Compared to other businesses, the current benefit of 100% employer paid is not common and he would like to see a change to have employees pay 25% of the monthly premium within the next six months. Sitzler presented calculations on current costs showing where funding is coming from for the health insurance premiums; if the goal is to manage the costs then a slower process should be implemented. Employees commented on proposals and requested time to ease into adjustments. First reading of personnel policy change to continue City's share of health insurance premium at current level; the next premium increase in June 2013-employee share will be 10% and City share 90%; next premium increase in June 2015-employee share will be 20% and City share 80%; next premium increase in June 2017-employee share will be 25% and City share 75%.

Announcements & Correspondence:

Irrigation Days and Rodeo, requests were received from the Oakes Chamber of Commerce and Bear Creek Rough Riders for additional services and support during the Irrigation Days weekend.

Safe Water Drinking Act Compliance Award was received by Kevin Haring for completing all the testing and state requirements.

Board of Equalization will meet on Tuesday, April 10, 2012 at 6:00 PM and regular meeting will follow.

Forward moved, Sitzler second to adjourn meeting at 9:00 PM.

MAYOR Marty Zimmmer ATTEST Kevin Haring
(minutes subject to correction and approval at the next regular meeting)