

City Council Meeting
December 10, 2024

The City Council met at 6:00 PM at Oakes Community Center with the following members present: Mayor Sitzler, Council: Day, Hernandez-Waite, Hollingsworth and Kelly. Employees present: Matt O'Brien, Lee Bredeson, Chad Raatz, Steve Berntson, Fallon Kelly and Zasha Johnson.

Engineer Report: Brandon Reber spoke about the water committee meeting regarding the updates needed at the water plant and discussed steps going forward to secure grant funding for a portion of the project, Reber will start the grant process. Hollingsworth moved, Kelly second to approve invoice for street project, carried. Kelly moved, Day second to approve invoice for water plant assistance, carried.

Minutes, Auditor and Court Report: Hollingsworth moved, Kelly second to approve minutes, carried. Kelly moved, Day second to approve auditor reports, carried. Day moved, Hernandez-Waite second to approve police department report, carried.

Special Event Permit: Day moved, Hollingsworth second to approve special event permit as presented, carried.

1. Angry Beaver Lodge @ Growing Small Towns

Bills: Kelly moved, Day second to approve bills as listed, roll call approved:

Aflac	118.10	American Welding	80.32
Aqua Pure	3103.36	Avid Hawk	200.00
AW Diesel	353.88	Bituminous Paving	16582.99
Central Business Systems	175.53	City of Fargo	168.00
Computer Express	400.00	Dakota Improvement	1102.50
Dakota Valley	623.00	Derek Toepke	789.79
Dickey County Recorder	20.00	DRN	917.57
Economy Oil	796.53	Fabian Pest Control	105.00
General Irrigation	79.00	Information Technology	130.10
John Deere Financial	24250.96	Kustom Machine	179.54
Mertz Lumber	365.23	MFOA	40.00
Moore Engineering	65538.37	Napa	900.40
ND Dept of Enviro Quality	37.87	NDPERS-Insurance	20123.18.
NDPERS-Retirement	8,066.37	ND Sewage Pump Lift Station	1560.00
Nelson Auto Center	29766.00	Northern Truck Equipment	784.50
Novak Electric	1254.10	Oakes Area Chamber	2613.00
OEI	13068.30	Oakes Times	257.50
Oakes Truck & Trailer	417.78	One Call	4.50
Ottetail	7495.75	Pitney Bowes	164.97
Praska's Hardware	465.31	Rods Cleaning	80.00
Schwan Welding & Boiler Repair	840.00	Starion Bank	2,407.04
Sweeney Controls	420.00	Sweets & Stories	94.33
Thein Well	370.00	Tornado Stop	2200.37
Verizon	487.89	Visa-library	284.63
Visa-city	647.83	Vistos Carquest	262.51
Waste Management	11789.41		
Salaries	53384.90	Payroll Taxes	12556.06

Hollingsworth moved, Day second to approve any last-minute bills up to \$1,000.00 that are received before year end, carried.

Committee Reports: Kelly reported on the stoplight on Highway 1, he and officer Sitzler contacted a representative from Mobotrex. They were able to change the timing of the stoplight and will monitor the new settings to determine if they are sufficient. Also, discussed getting an annual inspection done on the control panel. Kelly moved, Day second to approve annual inspection, carried. The landfill use agreement for contractors that have full time access was reviewed, Hollingsworth moved, Day second to begin using the agreement, carried. The public works crew is still having issues with the sand truck after multiple attempts to fix the problems. Kelly moved, Hollingsworth second to have Kustom Machine look at the truck to determine if they could make repairs, carried. A streetlight near Burlwood was damaged due to a car accident, Parson's electric will be reaching out with an estimate to replace the light pole. Chief O'Brien informed the council that Officer Toepke completed firearms training and is now certified to qualify the other officers. First Noel event was a success, 44 kids benefited from the program. The rain gutter was installed on the south side of the building, now the ceiling in the meeting room will need to be repaired. Street signage around town was discussed, several signs are damaged or aged. Inquired if Moore Engineering was aware of any standards for placement or analysis used to determine what type of sign is appropriate at intersections. Reber will research and provide any information he finds. There is a pickup in cold storage from an accident, the case has cleared the court system. Hollingsworth moved, Kelly second to direct Attorney F. Kelly to take necessary action to sell/auction the vehicle, carried. The state has announced that all first responders must order their new radios by March of 2025. It was asked if there are city funds that could be utilized by all first responder entities, such as Prairie Dog Funds or Sales Tax Funds. F. Kelly will review the ordinance in relation to use of sales and lodging taxes. A full review of City Ordinances was discussed, F. Kelly has completed this process for other cities in the past, he will provide an estimate of cost as this is outside the scope of his regular monthly duties. The John Deere Loader one year warranty is almost up, they reached out regarding an inspection to ensure there are no issues that could be covered before the warranty ends. Kelly moved, Hernandez-Waite second to approve the payload inspection, carried.

Unfinished Business:

One bid for the City owned lots was received and opened, the bid for \$7,000 included a contingency that water and sewer service lines be made available to the lots if not already available. The business plan is for office and retail space on the ground floor with one or two apartments on the second floor. Hollingsworth moved, Kelly second to accept the bid, motion failed. After discussion Hollingsworth moved, Day second to accept the contingent bid with a City contingency as follows: bidder must apply and obtain a building permit by May 1st, 2025 and commence construction by September 1st, 2025 upon penalty of reverter to the City, carried. Remaining SLFRF (ARPA) funds must be obligated by December 31st, Day moved, Kelly second to obligate the funds to the street improvement project, carried.

New Business: Employee Appreciation: Day moved, Hollingsworth second to present full and part-time employees with Oakes Bucks in appreciation of their work throughout the year, carried. Cost of Living adjustments were discussed, Mayor Sitzler inquired about annual reviews, at this time they are not done as previous councils determined any employee issues are dealt with at the time they occur and to not wait to address them during an annual review. This council would like to revisit that in 2025 and possibly reinstate annual reviews. Hollingsworth moved, Day second to approve a 4% cost of living adjustment for 2025 for all employees, carried.

Announcements & Correspondence:

City Hall Closed Wednesday December 25th.

Hollingsworth moved, Kelly second to adjourn the meeting at 7:30PM.

MAYOR _____

ATTEST



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