

City Council Meeting
October 8, 2024

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

Engineer Report: Went over the punch list items to be completed and took note of a few additional areas the council members found. The substantial completion deadline was missed by five days, damages could be withheld according to contract, but plan to ask the contractor to complete some additional work in the spring. Day moved, Hollingsworth second to pay the full amount requested with no damages withheld, carried. Hollingsworth moved, Day second to approve Moore invoice 40685 for project services, carried. Moore invoice 40688 for water plant assistance was presented, Berntson verified the invoice, Day moved Kelly second to approve the payment, carried.

Minutes, Auditor and Police Report: Mayer moved, Hollingsworth second to approve minutes, carried. Hollingsworth moved, Day second to approve auditors report, carried. Day moved, Kelly second to approve police report, carried.

Building Permits: Kelly moved, Day second to approve game of chance permits as listed, carried.

1. Lot 9 Block 13 Original Plat, Fence
2. N 1/2 Of Lot 8 & All Lot 9 Blk 3 Residence Park, Garage
3. Lots 7-9 Block 5 Reko's First Addn, Home Addition

Game of Chance Permit: Hollingsworth moved, Day second to approve game of chance permits as listed, carried.

1. Oakes Lions Club – Meat Raffle

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

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|------------------------|-----------|-----------------------|------------|
| Aflac | 118.10 | Agtegra | 88.50 |
| American Welding & Gas | \$40.52 | Aqua Pure | 1433.79 |
| Avid Hawk | 200.00 | Bituminous Paving | 331,052.40 |
| City of Fargo | 42.00 | Computer Express | 15.99 |
| Dahlstrom | 100.00 | Dakota Supply Group | 2551.59 |
| Dakota Valley | 204.00 | DRN | 970.61 |
| Fabian Pest Control | 105.00 | Information Tech | 130.40 |
| Mertz Lumber | 174.99 | Moore Engineering | 17331.51 |
| Napa | 66.89 | ND League of Cities | 275.00 |
| NDPERS-Insurance | 21093.56 | NDPERS-Retirement | 9512.39 |
| ND One Call | 28.50 | Oakes Area Chamber | 310.00 |
| Oakes Enhancement | 13650.87 | Oakes Times | 427.83 |
| Odin | 24.00 | Novak | 1852.90 |
| Ottertail | 3956.06 | Pitney Bowes | 256.26 |
| Praskas | 380.06 | Quill | 1197.73 |
| Red River Valley | 100.00 | Rod's Cleaning | 80.00 |
| Starion Bank | 2407.04 | Starion Bond Services | 62,567.52 |
| Sweets & Stories | 103.67 | Tornado Stop | 2218.84 |
| Verizon Wireless | 501.95 | Visa-City | 1784.41 |
| Visa-library | 412.42 | Vistos | 179.99 |
| Waste Management | 12187.24 | | |
| Salaries | 67,718.37 | Payroll Taxes | 16,896.10 |

Visitors: Representatives from the Red River Valley Water Supply Project gave a presentation on their project and the possible benefits to the City of Oakes if they were to join the project. There is no decision needed now, the council will take under advisement and discuss in the future if they choose. Council member Hernandez-Waite joined the meeting at 6:43pm.

Committee Reports: Council compensation was discussed, Attorney Kelly explained that council members are not able to be paid for work done at the landfill, street work etc. The league of cities salary survey for elected officials was discussed and compared to current council pay. Mayer moved to increase regular council pay to \$250/month and mayor to \$350/month, motion died for lack of a second. Hollingsworth moved, Day second to table the pay discussion until next month, carried. Applications for the open city positions have been received, committee will review and schedule interviews. There are a few individuals that would be willing to help with snow removal if positions are not filled before it snows. Discussed need for the maintainer and if it would be better to sell and buy something smaller that could be used in more situations. Asked about the schedule for hydrant flushing, this is planned for spring. Mayer thanked the city crew guys for the work they have been doing while shorthanded. Hollingsworth moved, Day second to have J&K Seamless replace the gutter on the south side of the gym roof, carried. Day moved, Mayer second to purchase new signage for the waste disposal site, carried. Hollingsworth will handle the ordering and coordination for the signs. Hollingsworth presented a list of several items at the shop and armory cold storage that he will be working to clean up, organize and dispose of. A quote was received from Sweeny Controls to replace the communications and alarm system at the water plant as the current system is outdated and not serviceable. Berntson will work with Moore Engineering to ensure the project will be compatible with any future upgrades and repairs. Discussed the ongoing issue of dogs running at large and the options for creating a kennel space to hold the animals. Day moved, Hernandez-Waite second to install the kennel fencing at the back of the cold storage area of the community center, carried. As an incentive to attract applicants for open positions the option of offering a health insurance stipend to employees covered by other insurance plans was introduced. Johnson will research and report back along with updating the personnel book to reflect such an option along with other needed updates.

Unfinished Business: Day moved, Kelly second to approve signature of agreement for private street paving in Cline's Second Addition, carried. Day moved, Hollingsworth second to approve 2nd Reading of Chapter 4 Ordinance Amendments and adopt updates as presented, carried. Day moved, Hollingsworth second to enter an executive session to discuss negation strategy and consult with attorney on possible litigation regarding a sewer easement in Lot 1 Block 31 Western Town Lots Addition, unanimous roll call carried. The executive session was recorded and called to order at 8:33PM and was attended by Mayor Sitzler, Council: M. Kelly, Day, Hollingsworth, Mayer and Hernandez-Waite. Attorney F. Kelly and Auditor Johnson. Executive session was adjourned at 8:52PM and meeting was continued in open session. Hollingsworth moved, Day second, to authorize Attorney F. Kelly to finish negotiations including possible change to section regarding capping the line and to ensure the easement is secured for a sum of \$10,000, carried.

New Business: Hollingsworth moved, Day second to approve an application for new home property tax exemption was received for Lot 9 Block 13 Original Plat, carried. Day moved, Hernandez-Waite second to approve signature of sewer easement with Oakes Parks & Rec at the Cummings Field property with correction made to the city address and county, carried.

Correspondence: A letter from a resident was presented to the council members, no action needed.

Kelly moved, Hollingsworth second to adjourn the meeting at 8:56PM.

MAYOR _____

ATTEST _____



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