

City Council Meeting
August 12, 2025

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

Council Vacancy: Day moved, J. Hollingsworth second to appoint Dylan Hollingsworth to the vacant council position, carried.

Engineer Report: Project has reached substantial completion with punch list items to be reviewed with contractor later this month. Day moved, Kelly second to approve contractors request for payment as presented by engineer, carried.

Minutes, Auditor and Police Reports: J. Hollingsworth moved, Harris second to approve minutes with correction to Mayor's name as noted, carried. Harris moved, D. Hollingsworth second to approve police report, carried. Harris moved, Day second to approve auditor reports, carried.

Building Permits: Sidewalk removal, S 150' Of Outlot H Letter Outlots: after discussion of highway 1 right-of-way J. Hollingsworth moved, Kelly second to approve removal of sidewalk up to highway 1 easement line, carried. Homeowners should contact ND DOT if they wish to remove additional sidewalk in easement area. D. Hollingsworth moved, Harris second to approve Egress window, Lot 7 Blk 19 Washburn's Addn, carried. J. Hollingsworth inquired about how to handle a project that was already completed without obtaining a permit. Johnson will send a request to fill out the permit and pay any fees due.

Game of Chance Permit: Harris moved, Day second to approve a raffle permit for DECA, carried.

Tourism Funding Requests: Hernandez-Waite moved, Day second to approve request of \$3850.00 for the First Responder's Community Night out, carried. Day moved, Kelly second to approve \$2500.00 for Chamber Wine Walk and Oh Deer Shopping Weekend, carried.

Bills: J. Hollingsworth moved, Hernandez-Waite second to approve bills as presented, carried.

Aflac	236.20	Agtegra	155.00
American Welding & Gas	80.99	Aqua Pure	4786.36
Avid Hawk	200.00	Bank of ND	414725.68
Bear Creek Flying	5060.25	City of Fargo	42.00
Code 4 Services	5547.56	Dakota Improvement	5142.50
Dakota Valley Electric	245.00	DRN	7783.13
Economy Oil	1004.70	Fabian Pest Control	105.00
Factset Research System	91.00	Fallon Kelly	8880.00
Geffdog Designs	585.00	General Irrigation	3780.00
Heritage Insurance	11.00	Information Tech.	175.85
Integrity Sales & Auction	200.00	James River Repair	255.83
Kustom Machine	86.95	Midwest Pest Control	138.00
Moore Engineering	235.00	Napa	423.07
ND One Call	25.50	NDPERS INS	23,184.66
NDPERS-Retirement	9,956.50	ND Water User	325.00
Newman Signs	285.46	Novak Electric	511.05
Oakes Area Chamber	2500.00	OEI	10,982.31
Oakes Times	597.21	Oakes Truck & Trailer	943.98
Otter Tail Power	7,711.28	Parsons Electric	10243.00

Praska	1892.35	Recycling Center	890.25
Rod's Cleaning	80.00	Starion Bank	2,420.55
Sweets N Stories	245.56	Tornado Stop	2343.66
Travis Mcpherson	1127.50	USA Blue Book	300.91
Visa-library	1008.97	Visa-City	1683.22
Vistos	361.99	Waste Management-Recycle	9214.82
Workforce Safety	250.27	Zacks Repair	45.00
Payroll Taxes	15667.02	Salaries	69864.85

Visitors: Bob Ubben expressed concerns about a tree on the highway 1 boulevard that is dying and poses a potential risk if it goes down. Day moved, J. Hollingsworth second to get bids for removal, carried.

Committee Reports: Harris reported a new quote was received for insulating the City Shop, this one significantly lower than was previously quoted. Discussed options for funding the improvement which will include money from several departments. Harris moved, D. Hollingsworth second to approve insulation of the shop as quoted, carried. Kelly brought up the remaining water meters to be replaced. Attorney Kelly will draft a letter to send to residents including a statement that service could be disrupted if meters are not replaced. J. Hollingsworth moved, Day second to send the letter to anyone who needs a new meter still, carried. Kelly also expressed thanks to the police officers for helping to cover public works duties during our staffing shortage. Recycling service was discussed, the cost to recycle items is higher than regular trash services and it puts more mileage and wear and tear on the truck driving to Wahpeton. The amount of recycling picked up has steadily declined over the years and alternative options were discussed. Cardboard dumpsters will still be available around town. Harris moved, Day second to discontinue recycling pickup by the City, carried. The sanitation portfolio will discuss the plan for ending services and what to do with the totes, plan will be discussed at the next meeting. J. Hollingsworth has spoken with Thein Well about servicing the two wells, they are estimating \$15,000 for each well. Recently were informed that Rural Water will test hydrants for free, will pursue this going forward. A question was raised whether we could require alcohol establishments to have an electronic ID scanner for age verification. Several establishments recently obtained scanners and the Department of Health offers grants to assist with the purchases. Attorney Kelly will review ordinance and law and provide guidance.

Unfinished Business: Main Avenue Lot bid was opened; business plan was reviewed and discussed. J. Hollingsworth moved, Harris second to accept bids for Lots 6 & 7 Block 9 Original Plat, carried.
2nd Reading of Ordinance: discussed small changes that had been made since last reading, J. Hollingsworth moved, Harris second to approve 2nd Reading of Ordinances as presented, carried.

New Business: Propane bids, two bids were received from Economy Propane & Agtegra Coop. J. Hollingsworth moved, D. Hollingsworth second to accept the Economy Propane bid, carried. Two tree removal bids were received for trees along Maple Ave & S 6th Street, Day moved Hernandez-Waite second to approve removal bid from GS Services, carried. One bid for removal of stumps was received, J. Hollingsworth moved, Day second to approve bid from Dakota Improvement, carried. Brent Larson has started the process of obtaining a CDL to assist with sanitation operations, Harris moved, D. Hollingsworth second to pay or reimburse any expenses or fees incurred, carried.

Announcements & Correspondence:

D. Hollingsworth moved, Harris second to adjourn the meeting at 7:32 PM.

MAYOR _____

ATTEST _____

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

