

City Council Meeting
December 16, 2025

The City Council met at 6:00 PM at Oakes Community Center with the following members present: Mayor Sitzler, Council: Day, Hernandez-Waite, J. Hollingsworth, Harris and Kelly. Employees present: Chad Raatz, Derek Toepke, Fallon Kelly and Zasha Johnson.

Engineer Report: Josh Roehrich and Brandon Reber were present. Contractor's Application for Payment #9 for the street improvement project was presented, and the suggested adjustment was explained. Day moved, Hollingsworth second to approve payment #9, carried. Moore invoice 006234 for work on the street project was presented, Hollingsworth moved, Kelly second to approve invoice, carried. The timeline for the water treatment plant improvements was discussed. Hernandez-Waite moved, Hollingsworth second to approve the city auditor to develop and submit a DWR cost share application for construction for the water treatment plant improvements, carried. Hollingsworth introduced and moved to approve RESOLUTION DIRECTING ENGINEER TO ADVERTISE FOR BIDS IN WATER IMPROVEMENT DISTRICT 2025-1 – OAKES ATER TREATMENT PLANT IMPROVEMENT PROJECT, Kelly second, carried. The amendment letter for electric engineering was presented, Harris requested more detailed information about the amendment for the next meeting. Moore invoice 006166 for WTP expansion was presented, Harris moved, Day second to approve invoice, carried. Moore invoice 006165 for WTP technical assistance was presented, Day moved, Hernandez-Waite second to approve invoice, carried. Two geotechnical proposals for boring the sewer on Main Avenue were presented. Kelly moved, Harris second to approve the proposal from AET for \$8,000, carried. Funding updates for the Lead Service Line project were discussed and door-to-door visits will likely be happening later this winter.

Minutes, Auditor and Court Report: Harris moved, Hollingsworth second to approve minutes, carried. Harris moved, Day second to approve police department reports, carried. Hollingsworth moved, Harris second to approve auditor reports, carried.

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

1. Angry Beaver Lodge @ Growing Small Towns
2. Angry Beaver Lodge @ Main Avenue (2)
3. Angry Beaver Lodge @ Rodeo Grounds
4. Angry Beaver Lodge @ Community Center
5. Angry Beaver Lodge @ The Edge

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

| | | | |
|--------------------------|----------|----------------------------|---------|
| Aflac | 284.52 | Agtegra Coop | 1059.75 |
| American Welding | 81.99 | Aqua Pure | 3923.12 |
| Avid Hawk | 200.00 | B&K Murphy | 489.96 |
| Brownies Tree Service | 999.00 | Butler Machine | 40.22 |
| Central Business Systems | 217.45 | Chads Electric | 98.00 |
| City of Fargo | 198.00 | Computer Express | 29.98 |
| Dakota Improvement | 1175.00 | Dakota Valley | 516.00 |
| DRN | 829.79 | Embroidery Creations | 91.76 |
| Economy Oil | 977.33 | Economy Propane | 662.85 |
| Fabian Pest Control | 105.00 | Geffdog Designs | 341.50 |
| General Irrigation | 320.00 | Information Technology | 207.80 |
| James River Repair | 537.87 | Jet-Way Multiple Services | 9468.75 |
| John Deere Financial | 25394.08 | Jones & Kelly Attys at Law | 300.00 |
| Midwest Pest Control | 63.00 | MFOA | 40.00 |
| Moore Engineering | 852.50 | Napa | 82.57 |

| | | | |
|---------------------------|----------|------------------------------|----------|
| ND Dept of Enviro Quality | 183.52 | ND Dept. of Health Chemistry | 183.52 |
| NDPERS-Insurance | 23184.66 | NDPERS-Retirement | 9577.65 |
| Nichole Nitschke | 13.58 | Oakes Area Chamber | 251.00 |
| OEI | 12863.41 | Oakes Times | 40.00 |
| One Call | 25.50 | Ottertail | 6648.16 |
| Pitney Bowes | 164.97 | Praska's Hardware | 94.90 |
| Pro Forms | 221.38 | Rods Cleaning | 80.00 |
| Sanitation Products | 250.45 | Starion Bank | 2,407.04 |
| Swedes Plumbing | 443.04 | Sweets & Stories | 25.49 |
| Verizon | 867.96 | Visa-library | 999.30 |
| Visa-city | 329.53 | Waste Management | 13112.99 |
| West Side Auto | 84.00 | Zacks Repair | 262.72 |
| Salaries | 63693.85 | Payroll Taxes | 14186.48 |

Committee Reports: Harris asked that the city crew work to clear the snow from the walking path when time is available. Kelly addressed the challenging snow conditions and rain we have experienced; crew is working on clearing it as best they can. Raatz discussed the lack of manpower with a three-man crew when other daily tasks need to be handled on snow days. Harris moved, Kelly second to advertise for another full-time public works laborer, carried. Also, information will be gathered regarding the water plant operator training program offered by BSC, Harris moved, Day second to get an operator enrolled in the program and pay any associated costs, carried. Discussed installing a security camera on the corner of Main Ave & 4th Street, there have been multiple property damage accidents on that corner this winter. Vehicles parked on city streets during snow removal are causing delays and make it impossible to completely clear the street. Many of these vehicles are repeat offenders and council would like to see citations issued to any vehicle left on the street after a snow event. Day would like the flag at the community center to be replaced as the current one is ripped. There are concerns about the snow load on the flat roof portion of the community center and possibility of leaking when it melts. Day may know someone interested in the job of removing the snow from the roof, but bids should be obtained from anyone interested. The Prairie Twisters equipment is still being stored in the storage area, with no set plans for the program to be reinstated. The park board may be willing to keep a few of the mats but not the other equipment. The equipment must be given to non-profit organization, will try to contact other gymnastic programs in the area. Hollingsworth asked if notice can be put out when the water gets turned off at Huebner trailer park since neighboring homes are also affected. The purchase of a soil conditioner attachment for the bobcat was debated. Other cities use it to break up the snow/ice in the gutters. Harris moved, Hernandez-Waite second to purchase a soil conditioner for \$8,000, motion failed. There are concerns about damage to the asphalt with the conditioner, an ice scraper attachment was ordered and will be delivered this week. The soil conditioner can be reconsidered after trying the ice scraper. Hollingsworth also brought up the idea of the city leasing land to build a sledding hill, the area north of the hospital was suggested. This project will not happen this year but could be considered for next year to provide a designated place for sledding. Discussed operation of the landfill during the winter months. Kelly moved, Harris second to close the site for the winter, carried. An opening date will be determined in the spring.

Unfinished Business: Great Plains Oil/Little Store Building Permit: Mayor Sitzler outlined three possible ways to move forward with the permit, approval, denial or moratorium. City Attorney Kelly explained that if a moratorium was decided upon that it needs to be temporary and address specific industries or area of town. Harris moved to deny the building permit, the motion failed for lack of a second. Attorney for Great Plains Oil was acknowledged, and he discussed case law that would support the approval of the building permit and his clients desire to be a good community partner. City Attorney Kelly provided his opinion on the case law as well. Day moved, Kelly second to approve resolution that if an application for a building permit is submitted by Great Plains Oil Company consistent with the previously submitted proposed site plan, then the City will review the application for a building permit with regard to all other current and proposed ordinances and zoning rules regarding such application for building permit, but the City will not

rely upon 4.0403 since this Resolution is to remove the restriction otherwise automatically imposed upon the proposed site plan submitted by Great Plains Oil Company as said restriction is set forth in Ordinance Section 4.0403, carried. Hollingsworth moved, Day second to impose a temporary moratorium extending for the shorter of 6 months or completion of a study to analyze and adjust the benefits and burdens of economic life to promote the common good and to maintain the status quo while the said study is undertaken and said moratorium applies to all commercial development along the corridor of Highway 1 from the Oakes Golf Course to the Oakes Public School. Discussion on the motion included concerns about the layout of the site including the ability for semi-trucks to easily enter and exit the site without disrupting the flow of traffic on Highway 1. Great Plains stated that their site plans will likely change as they continue with the process. The adjacent railroad crossing could cause problems with the semi-truck traffic as the crossing can be closed for significant amounts of time when trains are loading. Council members are concerned about a possible increase in truck traffic in that area due to Hockenberry Park's location across the road, this park is where numerous public events are held each year. The council also expressed their doubt that the City of Oakes could sustain a fourth convenience store/gas station causing a negative effect on established businesses. After this lengthy discussion the motion was put to vote and carried with all council members voting in favor. Council will work with Brandon Reber of Moore Engineering on specifics of the study to include traffic safety and pedestrian safety on a walking path extending to the golf course. No action was taken on the building permits for the trailer parks as the projects are put on hold for the time being.

New Business: Employee Appreciation: Harris moved, Day second to present full and part-time employees with Oakes Bucks in appreciation of their work throughout the year, carried. Flood Plain Amendment: Due to legislative changes the amendment is needed to comply with all requirements. Hollingsworth moved, Harris second to approve change to ordinance 14.0308 subsection 1.1 Statutory Authorization, carried. Planning & Zoning Commission: previous appointments have expired and new members will need to be appointed. Special meeting will be held Tuesday January 6th to appoint members.

Announcements & Correspondence:

City Hall Closed Noon Wednesday December 24th and Thursday December 25th.

Public Service Commission notice of public hearings on a new electric corridor in Dickey and neighboring counties.

Hollingsworth moved, Harris second to adjourn the meeting at 8:05PM.

MAYOR _____ ATTEST _____

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