

City Council Meeting
March 10, 2026

The City Council met at 6:00 PM at Oakes Community Center/Zoom with the following members present: Council: Kelly, D. Hollingsworth, Day, J. Hollingsworth and Hernandez-Waite. Employees present: Matt O'Brien Chad Raatz, Brent Larson, Fallon Kelly and Zasha Johnson.

Appointment: Due to a vacancy, it is required that the council appoint someone as Vice President of the council, Mayor Sitzler suggested councilman Day. J. Hollingsworth moved, D. Hollingsworth second to appoint Councilman Day as Vice President, carried.

Engineer Report: Brandon Reber presented the construction agreement for the water plant improvement project, Kelly moved, J Hollingsworth second to approve agreement, carried. The construction engineering agreement for the project was also presented, J Hollingsworth moved, D Hollingsworth second to approve agreement pending attorney review, carried. Kelly moved, Hernandez-Waite second to approve invoice 007946 for preconstruction engineering, carried. Invoice 007846 for water plant assistance and a heater part was presented, Kelly moved, D Hollingsworth second to approve invoice, carried. The geotechnical report for the Main Ave sewer was received, no irregularities were found. Discussed sewer concerns that could also be addressed in other areas of town. Plan to have initial quotes in April. Kelly moved, D Hollingsworth second to approve front-end engineering to prepare information and bids, carried. Planning & Zoning committee met to discuss the walking path/Highway 1 corridor study, narrowed down scope and specific areas to examine, they will meet the second time in March with plans to report in April or May. Kelly moved, D Hollingsworth second to approve front-end engineering costs to conduct surveys and prepare report, carried. Lead service line door-to-door visits were fairly successful, a second attempt is planned as weather improves.

Minutes, Auditor and Court Reports: J Hollingsworth moved, Hernandez-Waite second to approve minutes, carried. Kelly moved, D Hollingsworth second to approve police report, carried. J Hollingsworth moved, Kelly second to approve auditor reports, carried.

Game of Chance Permit: D Hollingsworth moved, Hernandez-Waite second to approve permits as listed, carried.

- Schmitz Benefit, Raffle
- Oakes Hospital Foundation, Raffle & Raffle Board

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

Advanced Business Methods	147.65	Aflac	591.64
American Welding & Gas	40.86	Aqua Pure	5016.18
Avid Hawk	200.00	City of Fargo	28.00
Computer Express	1595.00	Dakota Improvement	4222.50
Dakota Valley Electric	886.00	DRN	966.19
Economy Propane	877.50	Fabian Pest Control	105.00
Heritage Insurance	40146.00	Information Tech	186.50
Jones & Kelly Attys at Law	3073.40	Kustom Machine	117.47
Napa	423.06	NDPERS-Ins.	22,219.06
NDPERS-Retirement	9593.37	OEI	18,906.63
Oakes Times	240.48	OtterTail	10378.39
Pitney Bowes	164.97	Praskas	762.56
Rod's Cleaning	80.00	Sanitation Products	867.99
Starion Bank	2,407.04	Starion Bond Services	446873.75

Sweeney Controls	10328.40	Sweets & Stories	78.20
Tornado Stop	2731.30	Verizon Wireless	688.50
Visa-Library	800.93	Visa-City	1780.24
Vistos	559.50	Zacks Repair	1565.88
Salaries	14,399.66	Payroll Taxes	63,776.59

Visitor: Elizabeth Heinz with ND Rural Water gave a presentation about their apprenticeship program for water plant operators. She took questions and is willing to attend another meeting if more specific information is requested.

Committee Reports: Kelly inquired about the gym floor and replacement of damaged tiles. He will reach out to Total Home for information. D Hollingsworth told the council the tree board would be meeting on March 6th. The landfill opening schedule was briefly discussed, will revisit in April. J Hollingsworth is going to look into WSI grants for equipment/tools for the public works employees.

Unfinished Business: J Hollingsworth will consider taking the City position on the county JDA Board. Attorney Kelly provided a summary of where we stand after the hearing with Judge Cruff and explained that we are awaiting a decision from him before we take further action in regard to Great Plains Oil Company.

New Business: NDIRF is offering a sewer insurance endorsement to help residents who experience sewer backup. Council would like Johnson to reach out to Heritage Insurance for costs and further information. It was recently discovered that our Off-Highway Vehicle Ordinance was mistakenly changed during our latest update, the previous version aligned with state century code. D Hollingsworth moved, Kelly second to change it back to the previous version, carried. Attorney Kelly will draft first reading for March. City of Oakes needs to appoint a representative to the county Planning & Zoning Board; D Hollingsworth will reach out to a county commissioner for more information. Public works department presented several equipment upgrades and needed repairs. 3 bids for lawnmowers were received from Bobcat, John Deere and Badboy, Kelly moved, D Hollingsworth second to approve bid from Bobcat, carried. Quote from Swanston was received to replace the engine in the sweeper, during replacement they will also inspect the hub to determine if it also needs to be replaced, J Hollingsworth moved, Kelly second to replace the engine and if needed replace the hub as well, carried. Raatz would like to replace the Bobcat with a smaller model to make cleaning Main Avenue sidewalks easier. He received quotes but council would like to demo the model before moving forward. Larson explained the need to upgrade the water testing equipment that is used for daily samples and the water plant. The old equipment is still operable and would be kept as a back-up, J Hollingsworth moved, Hernandez-Waite second to purchase the SL1000 model, either through the WTP Upgrade grant if allowed or outright if not, carried.

D. Hollingsworth moved, Kelly second to adjourn the meeting at 7:35PM.

MAYOR _____

ATTEST

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

