

City Council Meeting  
January 6, 2020

The City Council met at 6:02 PM at Oakes Community Center with the following members present: Mayor Zimmer and Council: Engel, O'Brien, Conklin, Forward, Harris and Schaeffer. Employees present: Kevin Haring, Jason Paradis, Matt O'Brien and Zasha Johnson.

Minutes, Auditor and Court Reports: Forward moved, O'Brien second to approve minutes, police report and auditor reports (cash balance, expenditures, revenues, tax income & journal entries), carried.

Destruction of Records: O'Brien moved, Schaefer second to approve the destruction of records as presented, carried.

Year-End Financial Statement: O'Brien moved, Forward second to approve the report as presented showing Year End Financials for 2019 ending cash balance \$ 1,900,230.62, carried.

Pledge of Assets and Designate Depositories: Starion Financial, First Community Credit Union, BankNorth are designated depositories with pledges of \$2,600,795.65, \$0.00, \$966,472.79 accordingly; Conklin moved, Schaefer second to accept report and depositories designation, carried.

Transfers: O'Brien moved, Forward second to approve 2020 budgeted annual, quarterly, and monthly transfers, carried.

Capital Asset and Inventory Changes: Conklin moved, O'Brien second to approve Inventory changes Capital Asset Records and changes for 2019, carried.

Game of Chance Permit: O'Brien moved, Schaefer second to approve game of chance permit application for Oakes Archery Club 50/50 raffle, carried.

Gaming Site Authorization: Schaefer moved, O'Brien second to approve gaming site authorization for Hole-in-One Foundation, carried.

Building Permit Variance: Forward variance was approved on 8/5/2019, he found out he needs an additional six inches of height on his walls to allow for garage door clearance. O'Brien moved, Schaefer second to approve the additional height, carried.

Special Event Permit: Forward moved, O'Brien second to approve a special event permit for Angry Beaver Lodge, February 29<sup>th</sup> – Wedding Dance, Oakes Community Center, carried.

Bills: list of bills was unavailable for viewing, Conklin moved, O'Brien second to approve bills pending review by council at a later date, carried.

Aflac	299.46	Agtegra Coop	18.25
Avid Hawk	200.00	Bobcat of Gwinner	666.98
Circle R	145.18	City of Fargo	28.00
Colonial Life Ins	251.79	Dakota Supply Group	4744.00
Dakota Valley – Sign	27.00	Dakota Valley- Airport	1088.00
Dickey Rural Networks	721.76	Domine Sales	2589.10
Fabian Pest Control	105.00	Galls	134.18
Government Finance Officers	160.00	GS Services	800.00
Hawkins	2131.70	Information Technology	87.15

Jason Paradis	500.00	Job Service ND	324.27
Kustom Machine	295.54	Michael Todd & Co	1821.34
Moore Engineering	11597.20	Napa	605.31
National Life Ins	200.00	ND Tax Commissioner	1389.13
ND Water Users Association	300.00	NDPERS – Insurance	20066.40
NDPERS – Retirement	9050.43	Novak Electric	791.08
Oakes Area Chamber	1500.00	Oakes Enhancement	8118.56
Oakes Times	98.28	Oakes Truck & Trailer	622.74
OmniSite	2646.00	Ottetail	7345.06
Pitney Bowes	150.96	Praska’s Hardware	252.79
Quill	243.38	R Enterprises	2735.95
RDO Equipment	1246.99	Reserve Acct	3000.00
Rod’s Cleaning	350.00	Sanitation Products	12354.78
Starion Bank	2407.04	Sweeney Controls	9704.13
Sweets & Stories	78.17	Verizon	457.14
Visa – Library	250.51	Visa – City	1379.65
Visto’s	207.61	Waste Management – Landfill	2259.06
Starion/PSN – Bank Fees	812.35	Payroll Taxes	16610.06
Salaries	51289.49		

Committee Reports:

**Water Meters**, installation of new meters has been slow. Haring stated they are now fully staffed and should be able to work on them more. **Public Works**, the recent hire was let go during probation period and Darrick Nitschke was hired to replace him, O’Brien moved, Schaefer second to officially hire Mr. Nitschke, carried. Discussion was held about background checks for employees, currently only police department employees are checked. Conklin moved, O’Brien second to require background checks be run on all new hires, carried. **Police**, are looking at getting a new vehicle. Officer Sitzler graduated from the academy and is now on the road full time. **Website**, Conklin has been working with Avid Hawk to update website, asked for feedback from council.

Unfinished Business:

**2<sup>nd</sup> Reading Ordinance Update** for 7.0208 Water Service and addition of 7.0229 Froze Water/Sewer Line. Conklin moved, O’Brien second to approve ordinance update and addition, carried.

**2<sup>nd</sup> Reading Sales Tax Request** Conklin moved, O’Brien second to approve Oakes Chamber request for \$1500 for wreaths & garland, carried.

New Business:

**1<sup>st</sup> Reading Sales Tax Request**, PD request for \$5022 for new camera in patrol vehicle. After discussion it was decided to withdraw the request and use budgeted funds for purchase.

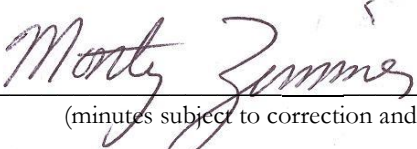
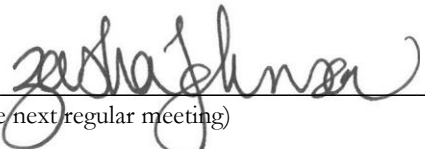
**Employee Evaluations** were completed with positive responses. Conklin moved, O’Brien second to approve 3% cost of living raise for all employees, carried. O’Brien moved, Conklin second to increase Auditor pay to I8 to match other department supervisors, carried.

Announcements & Correspondence:

**Letter** from the Neuharth’s requesting change to snow removal on their street to prevent snow from ending up in their driveway.

**Thank you** received from Tornado Watch for continued support.

Harris moved, O’Brien second to adjourn the meeting at 6:58 PM.

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