

City Council Meeting
March 7, 2016

The City Council met at 6:00 PM at Oakes Armory with the following members present: Mayor Zimmer and Council: Engel, O'Brien, Conklin, Forward, Forward, and Harris. Visitors present: Leigh Harris-Oakes Area Chamber of Commerce, Ron Maddock, Simon Maddock, Amy Gross, Andrea Zachrison, Austin Brummund, and Jerod Klabunde-Moore Engineering. Employees present: Marke Roberts, Pat Nelson, Gary Neuharth, and April Haring.

Minutes, Auditor and Court Reports: Forward moved, O'Brien second to approve minutes and all other reports as presented, carried.

Game of Chance Permit:

O'Brien moved, Conklin second to approve game of chance permit application to SnoBusters for a raffle, carried.

Building Permits:

Harris moved, O'Brien second to approve permits as listed, carried:

1. Jerry Schumacker, East 75' of Lots 11 and 12 Block 24 Washburns, garden shed

Bills: Engel moved, Conklin second to approve bills as listed, roll call approved:

NDPERS 457	82.50	AFLAC	218.06
American Welding & Gas	23.45	Circle R	165.16
Computer Express	26.99	Farmland CoOp	2,445.36
Ferguson Waterworks	293.01	Hawkins, Inc	4,095.28
Hwy 1 Fuel & Service	322.56	Information Technology Dept	108.40
Kustom Machine	151.89	Mertz Lumber & Supply	74.97
Moore Engineering	9,676.00	Napa Parts & Supply	425.33
Oakes Times	288.80	Oakes True Value	31.83
Praskas Hardware Hank	179.71	Sanitation Products	116.79
Vistos Carquest	61.65	NDPERS 457	82.50
Dakota Valley Electric	29.00	Dakota Valley Electric	347.00
Dickey Rural Communications	682.85	Edward Jones	50.00
Electro-Chemical Devices	1,009.98	FCCU	37.50
Oakes Public School	10,000.00	Rod Rodningen-Travel	32.40
STS Construction	9,875.20	AFLAC	218.06
Ameripride	174.10	Circle R	170.53
City of Fargo	28.00	Dakota Supply Group	1,225.73
Dickey Rural Communications	676.95	Ecolab	98.43
Economy Propane	1,907.52	Farmland CoOp	1,811.22
Ferguson Waterworks	644.58	Gahner Sanitation	882.00
Galls	114.56	Neuharth Law Office	825.00
General Irrigation	116.07	GS Services	200.00
Hwy 1 Fuel & Service	340.04	Information Technology Dept	54.20
Moore Engineering	2,665.00	Napa Parts Supply	501.28
NDPERS Group Insurance	16,014.56	NDPERS Retirement	8,221.21
Newman Signs	85.10	Oakes Enhancement, Inc	9,646.67
Oakes Times	68.00	Oakes Truck & Trailer	631.92
Oakes True Value	129.89	Oakes Veterinary Service	30.00
Praskas Hardware Hank	82.23	Quill	55.07
Rods Cleaning	205.00	Sanitation Products	21.54
Security Life Insurance	839.69	Sweeney Controls	4,586.96
USDA	295,907.00	Verizon Wireless	492.09

Visa-City	2,483.37	Vistos Carquest	92.51
Waste Management-Landfill	4,674.78	Waste Management-Recycl	545.81
Edward Jones	50.00	FCCU	37.50
Novak Electric	8,000.00	Bank of ND	7,182.93
Dakota Valley Electric	29.00	Dakota Valley Electric	276.00
DSLRA	500.00	Mertz Lumber & Supply	17,525.00
MFOA	30.00	Municipal Govt Academy	160.00
ND League of Cities	50.00	Nelson Auto Center	982.72
Oakes Area Chamber of Commerce	3,067.00	Olympic Sales	3,370.00
ND One Call	1.00	Otter Tail Power	8,605.02
STS Construction	9,875.20	Starion/PSN – Bank Fees	370.13
Payroll Taxes	13,978.66	Salaries	42,200.82

Visitors:

Leigh Harris-Oakes Area Chamber of Commerce requested funding for Irrigation Days. The funding would go towards youth and family activities and advertising. Conklin moved, Engel second to approve funding request of \$3,000.000 from lodging tax funds, carried. Leigh Harris also wanted to thank Pat Nelson and his staff for their help with Christmas decorations and continued support with the flowers. She also thanked Marke Roberts and his staff for their involvement with the Santa Store this year.

Sewer Repairs-5th Street North and Main Avenue were discussed regarding the cause of the issue due to the proper sewer connection not being installed by the contractor during the improvement project. A letter will be sent to Moore Engineering addressing the defective work and to request the costs of correcting the problem to be paid by Quam Construction and/or Moore Engineering. The current total of the repairs are estimated to be about \$20,000.00. Amy Gross asked about any concerns of the sewer seepage into the ground; Pat Nelson reported it is similar to a rural sewer field and should not be a problem.

Water Leak/Loss, during February 16-27 a water leak occurred in the City of Oakes. During that time City Employees and North Dakota Rural Water did inspections and evaluations; the leak was found at 900 North 14th Street. The building was vacant, and the 2” water valve within the building broke creating the leak. The current owner said the building was checked earlier and at that time there was no leak and did not know why the water still on and the meter removed. The calculation of the water treatment plant was 3,000,000 gallons lost due to the leak. Harris moved, Conklin second to not bill the property owner for any of the water loss. Roll call: Forward-yes, Engel-yes, O’Brien-yes, Conklin-yes, Harris-yes, carried.

Engineer Report:

Water Tower Improvement-Tower 1, Conklin moved, Forward second to approve final engineering invoice #12265 for \$5,973.00, carried.

Water Tower Improvement-Tower 2, Osseo Construction Co., LLC was approved and will be scheduling a pre-construction meeting this spring. O’Brien moved, Engel second to approve engineering invoice #12186 for \$3,075.00 to Moore Engineering, carried.

Lagoon Improvement scope was discussed; the project could be expanded, and additional funding can be applied for from USDA Rural Development. O’Brien moved, Harris second to submit funding application from Rural Development to expand lagoon improvements, carried.

Amy Gross asked questions regarding the water service connections at her residence. Currently, her water service line is not connected to the water main at Main Avenue but connected to the water line in Huebner Mobile Home Park. Harris stated the connection from the curb stop to the home is the property owner responsibility, and there is a new curb stop installed for her service. Further research and information will be reviewed regarding the cost and possibility of correcting the service connection.

Committee Reports:

Sewer Payment Request was received from Brian Seyer regarding an invoice for a repair at 1002 Lilac Avenue. The City agreed to pay for the repairs to the curb stop at this location from September 2015; payment was requested by the property owner in January and payment of \$165.00 was sent to Seyer Plumbing and Heating. Brian Seyer indicated there were additional costs he incurred during the time the homeowner did not request payment. He is requesting an additional payment of \$75.00 for the small claims court filing fees and \$10.13 in finance charges. Forward moved, Harris second to deny additional payment request. Roll call: Engel-no, Conklin-no, O'Brien-no, Harris-yes, Forward-yes, motion failed. Engel moved, Conklin second to pay the small claims court filing fees of \$75.00. Roll call: Engel-yes, Conklin-yes, O'Brien-yes, Harris-yes, Forward-no, carried.

Water/Sewer Repairs and Payments, Harris requested a better policy or protocol be put in place to handle situations in which the City may be financially responsible for repairs. This should alleviate the confusion of billing by the contractors and additional fees that may occur because of the delay of payment. Zimmer asked Harris to propose ideas for next meeting for Council to review.

Relay For Life Committee approached Marke Roberts regarding holding the event downtown this June. The committee stated they contacted business owners and received approval for closing the streets from June 3rd at 1 pm to June 4th at 1 am. Headquarters is planned to be at the former Cline's Café. Council advised the concerns of the walking route and its impact on parking and business is more concern with the Chamber. Recommended Committee work with Chamber Board Members and Marke Roberts to agree to the path; their approval will be sufficient for the Council.

City Hall Improvement Project, discussion was held regarding progress and future plans. Harris moved, Engel second to accept the offer from Oakes Enhancement, Inc. to purchase City Hall building for \$120,000.00, carried. A realtor will be contacted to complete the transaction. Additional work was added to install suspended ceiling in the lobby. Grant applications are being worked on to help with funding the current and future renovations of the facility. Financing was discussed and options available. Engel moved, Harris second to begin the next phase of remodeling the locker rooms and bathrooms, carried. Forward volunteered to work with Haring on updating rental policies and rates. Harris volunteered to research options for renaming the building. Roof repairs were discussed, and estimates will be presented at the next Council meeting.

New Business:

Lawnmower Bids were opened to replace a lawnmower for this mowing season. Conklin moved, Engel second to purchase the John Deere Z960M for \$12,529.85, carried.

Dust Control for the spring was discussed. Harris moved, O'Brien second to apply dust control on the following roads at ¾ strength: South 2nd Street from Main Avenue to Nectarine Avenue; Kola Avenue from 3rd Street west to Westside Softball Complex; Nectarine Avenue from 3rd Street west to 2nd Street; 5th Street from Oak Avenue south to Quince Avenue; and the three blocks around Napa that holds the car show. Costs will be paid out of Tourism Funding, and Oakes Park Board will be contacted for cost share, carried.

Second Reading Sales Tax Request from Tornado Watch for \$2,000.00. Financial information requested at the last meeting was reviewed. Engel moved, Forward second to approve the request, carried.

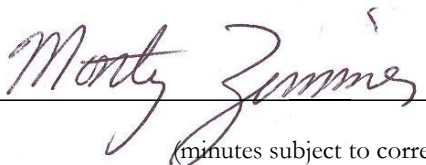
St Patrick's Day Parade is scheduled Saturday, March 12, 2016, at 5 PM. The police department has been contacted regarding the route.

Announcements & Correspondence:

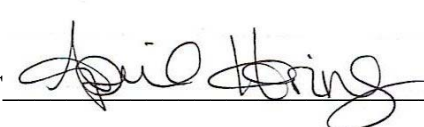
Notice of Application for Appropriation of Water for Kay Gorder.

Forward moved, O'Brien second to adjourn the meeting at 7:46 PM.

MAYOR



ATTEST



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