

City Council Meeting
January 9, 2017

The City Council met at 6:00 PM at Oakes Community Center with the following members present: Mayor Zimmer and Council: Engel, O'Brien, Conklin, Forward, Forward, and Harris. Visitors present: Jerod Klabunde-Moore Engineering. Employees present: Marke Roberts, Corey Heim, Doug Hill, Cole Schmidt, Pat Nelson, Kevin Haring, Gary Neuharth, and April Haring.

Engineer Report:

2016-1 Lagoon Improvement, waiting for approval of plans by ND Department of Health, State Water Commission and USDA to begin advertising for bids. Forward moved, O'Brien second to approve Moore Engineering Invoice 14528 for \$19,570.00, carried.

Northwest Drainage Improvement, meeting held with landowners to review and approve plans, due to weather conditions construction will begin in spring once confirmation of acceptance is received by landowners. Conklin moved, Ford second to approve Moore Engineering Invoice 14522 for \$21,733.70, carried.

2016-2 Main Lift Station Relocation, awarded 85% grant from FEMA to relocate main lift station out of floodplain to the edge of City. Total project cost is estimated to be \$1,050,470.00 with local share to be \$270,000.00; the application will be sent to ND Department of Health to finance local share.

Engel moved, Harris second to introduce and approve RESOLUTION TO ACCEPT GRANT AND AUTHORIZE EXECUTION OF NECESSARY DOCUMENTS BY MAYOR, roll call approved. Harris moved, O'Brien second to introduce and approve RESOLUTION TO AUTHORIZE FILING APPLICATION TO ND DEPARTMENT OF HEALTH FOR A LOAN UNDER CLEAN WATER ACT AND AUTHORIZE EXECUTION OF NECESSARY DOCUMENTS BY MAYOR, roll call approved. O'Brien moved, Conklin second to introduce and approve RESOLUTION TO HIRE MOORE ENGINEERING, INC. FOR ENGINEERING SERVICE PENDING FEMA APPROVAL, roll call approved. Harris moved, Ford second to introduce and approve RESOLUTION TO DIRECT PREPARATION OF REPORTS OUTLINING PLANS SPECIFICATIONS, roll call approved.

Tax Increment Financing District (TIF) was discussed; a meeting will be scheduled with property owners within the District to review concerns of the fund balance.

RV Dumping Site, a request was made to install a dumping site in the City. Requested to have estimates and plans prepared to determine the feasibility of possible construction this summer.

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

Destruction of Records: Engel moved, Ford second to approve the destruction of records as presented, carried.

Year End Financial Statement: Forward moved, Ford second to approve the report as presented showing Year End Financials for 2016 ending cash balance \$2,123,960.29, carried.

Pledge of Assets and Designate Depositories: Starion Financial, First Community Credit Union, First State Bank are designated depositories with pledges of \$2,485,727.48, \$0.00, \$53,224.40 accordingly; O'Brien moved, Conklin second to accept report and depositories designation, carried.

Transfers: Ford moved, Conklin second to approve budgeted annual, quarterly, and monthly transfers, carried.

Capital Asset and Inventory Changes: Forward moved, Ford second to approve Inventory changes Capital Asset Records and changes for 2016, carried.

Budget Amendments: Ford moved, Forward second to approve the budget amendments for 2016 fiscal year decreasing the overall budget by \$323,136.38 due to delaying large equipment purchases, carried.

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

Dakota Improvement	65.00	Dickey Rural Communications	495.19
Economy Propane	30.00	American Welding & Gas	24.85
Farmland Ampride	2,949.79	Kustom Machine	113.86
Millers Fresh Foods	9.29	Newman Signs	27.76
Novak Electric	944.65	Oakes Times	177.80
Quill	218.14	Caseys General Store	71.50
Dakota Valley Electric-Airport	157.00	Dakota Valley Electric-Sign	29.00
Enterprise Sales	699.02	Manairco	259.27
NDPERS 457	37.50	Edward Jones	50.00
Oakes Area Chamber of Commerce	75.00	Companion Life	483.92
Waste Management-Landfill	2,087.64	Flex-Medical	120.71
Ecolab	98.43	Flex-Medical	435.64
Pearce Durick	1,140.00	Peter Stark	252.00
Quill	48.47	Sanitation Products	1,303.44
Tom Kelly Construction	50.00	B&B Gardens	64.20
Economy Propane LLC	1,332.10	Novak Electric	700.85
NDPERS 457	62.50	Edward Jones	50.00
MN Child Support	104.66	American Welding & Gas	25.38
Ecolab	98.43	Economy Propane	400.40
Embroidery Creations	47.98	Pitney Bowes	61.19
Virginia Pratschner	700.00	Ameripride Linen	92.80
Apex Concrete	2,041.80	Berubes	139.52
Circle R	216.98	City of Fargo	28.00
Computer Express	372.97	Dickey Rural Communications	745.01
Farmland Ampride	3,670.14	Gahner Sanitation Service	882.00
Galls	1,031.54	Neuharth Law Office	150.00
Green Iron Equipment	634.07	GS Services	500.00
Hawkins	3,274.41	Information Technology Dept	70.10
Mertz Lumber	22.99	Napa	1,027.53
ND Tax Commissioner	1,711.84	NDPERS-Group Insurance	12,592.22
NDPERS-Retirement	5,989.51	Oakes Area Chamber of Commerce	67.00
Oakes Enhancement Inc	9,682.44	Oakes Times	107.00
Oakes Veterinary Service	30.00	Pitney Bowes Inc	150.96
Praskas Hardware Hank	385.07	Pro Forms	143.75
Rods Cleaning	295.00	Starion Bank	2,407.04
USA Blue Book	282.77	Verizon Wireless	311.16
Visa-Library	149.38	Visa	636.42
Vistos Carquest	441.66	Waste Management-Cardboard	603.15
Cindy Bagley	425.00	Dakota Valley Electric-Airport	307.00
Dakota Valley Electric-Sign	29.00	Dickey County	4,487.73
Grainger	191.83	ND Water Users Association	300.00
Ohnstad Twichell	3,500.00	ND One Call	4.20
Otter Tail Power	6,670.39	Secretary of State	36.00
Starion Insurance	50.00	West Side Auto Body Shop	229.00
Starion/PSN – Bank Fees	658.50	Payroll Taxes	16,034.76
Salaries	45,576.94		

Committee Reports:

Police, O'Brien moved, Ford second to approve the hiring of two police officers, carried. Officers Doug Hill and Cole Schmidt were introduced to the Council; both officers will also be working as School Resource Officers. **Community Center**, Conklin requested to have furnace room painted and to look at improving the lighting, also to repair the sound panels that are falling to prevent further damage.

New Business:

Tax Exemption, Renovation and Remodeling, Finance Committee met with Dickey County Director of Tax Equalization to propose new guidelines for property tax exemption for renovating and remodeling structures. The new guidelines extend the exemption to three years and should make it easier for property owners to apply and qualify for the exemption. Engel moved, Ford second to rescind current exemption as stated in Resolution passed in November 2009, carried. O'Brien moved, Ford second to introduce and approve RESOLUTION TO GRANT PROPERTY TAX EXEMPTION FOR THREE YEARS FOR CHANGES OF ASSESSMENT VALUE DUE TO ANY IMPROVEMENTS OR RENOVATIONS MADE TO RESIDENTIAL PROPERTY OF \$25,000 OR GREATER OR TO COMMERCIAL PROPERTY OF \$50,000 OR GREATER, roll call approved.

Second Reading, Personnel Policies, discussion was held regarding the use of City equipment by employees for personal use. Attorney Neuharth will review section and will discuss matter further at the next Council meeting. O'Brien moved, Harris second to approve personnel policies as presented with the possibility of amending Section 4.18 at a future meeting, carried.

Announcements & Correspondence:

ND Rural Water Expo will be held February 14-17 in Bismarck.

Engel moved, Ford second to adjourn meeting at 7:12 PM.

MAYOR Marty Zimmer ATTEST Doug Hill
(minutes subject to correction and approval at the next regular meeting)