

City Council Meeting  
May 4, 2020

The City Council met at 6:00 PM at Oakes Community Center with the following members present: Mayor Zimmer and Council: Forward, O'Brien, Conklin, Schaefer and Engel. Harris was absent. Visitors present: Cindy Bagley, Robert Hernandez and Cavin Berube - Moore Engineering . Employees present: Matt O'Brien, Pat Nelson, Kevin Haring, Darrick Nitschke, Jason Paradis and Zasha Johnson.

Engineer Report: Engineer has nothing new to report, community input meeting on hold.

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

Game of Chance Permit: Forward moved, Schaefer second to approve game of chance permits and gaming site authorizations as listed, carried:

1. American Legion, Gaming Site

Building Permit: Engel moved, Forward second to approve building permits as listed, carried:

1. Bagley, Fence, Lots 9 Thru 12 Blk 4 Washburns Addn
2. Schulz, Addition, Lot 6 & W 27' Of Lot 7 Blk 2 St Charles Addn
3. Buske, Shed & Deck, Lot 7 Blk 2 Baldwin's Addn

Bills: Conklin moved, O'Brien second to approve bills as listed, roll call approved:

Aflac	199.64	Agtegra	0.04
Ameripride	76.52	Starion/PSN – Bank Fees	645.91
Avid Hawk	200.00	B&K Murphy	110.00
Circle R	64.58	Salaries	41015.41
City of Fargo	28.00	Payroll Taxes	13877.41
Computer Express	292.49	Code 4 Services	12437.17
Ferguson Waterworks	940.40	Fabian Pest Control	105.00
Gahner	3510.00	Hawkins, Inc	2055.49
GS Services	200.00	Jeremy Sitzler	124.08
Kustom Machine	60.54	Mertz Lumber	80.98
Midwest Pest Control	63.00	Moore Engineering	1362.84
Napa	913.86	NDPERS-Insurance	15744.80
NDPERS-Retirement	6826.58	Oakes Truck & Trailer	542.10
Praska's Hardware Hank	1102.28	Rod's Cleaning	350.00
Ron's Heating & Appliance	339.00	Sweets & Stories	96.05
Sanitation Products	866.15	Visa – Library	240.35
Visa – City	2601.75	Visto's Carquest	257.01
Starion/PSN	427.13	Salaries	39086.54
Payroll Taxes	12437.58		

Visitors:

**Cindy Bagley**, asked about the two other building permits she applied for. One is on hold until she decides the exact location for the garage the other until she has completed the purchase of the property.

**Robert Hernandez**, submitted building permits for two separate properties. One permit requires a variance and the other requires a zoning change. Nelson and Johnson will work with him to move forward with required applications.

Committee Reports:

**Public Works**, Nelson spoke about the need for upgrading equipment to help perform jobs more efficiently. Plan was presented to trade in and sell old equipment to help offset the cost of newer machines. O'Brien moved, Forward second to approve the purchase of a newer road blade and cardboard truck, roll call approved. **Auditor**, O'Brien explained that he and Conklin, as a committee, would like to pay out carryover vacation time for Johnson as she was unable to take the hours when she was the only employee in the office last year and early this year. Conklin moved, O'Brien second to pay out carryover vacation, carried. **Park**, Engel told the council that the teachers would like to purchase a tree in memory of Mr. Wentworth's dad and plant it in Hockenberry Park. Paradis spoke on behalf of park board that they had no problem with it as long as the city crew approved of placement in regards to mowing and open areas. **Community Center**, discussion was held regarding the opening of the Community Center to the public. State and County offices are still closed, some think we should follow their lead. Conklin feels we should open access the Auditor's office but not the other facilities in the building. Engel moved, O'Brien second to keep the building locked as it currently is, carried. **Police Department**, Chief O'Brien provided the council with an update on the cost of new radios they will be required to purchase in the next two years. At this time the cost is expected to be around \$17,000.

Unfinished Business:

None

New Business:

**Official Paper Designation**, Forward moved, Engel second to designate Oakes Times as the official paper for the City of Oakes, carried.

**Planning & Zoning Commission**, Forward moved, Schaeffer second to appoint Nathan O'Brien, Gary Schnell, Terry Dawson and Steve Ketterling to the planning & zoning commission, carried.

**Community Center Janitor**, Virginia Pratschner has decided to retire from her position. She recommended an individual to replace her. Will open position up to applicants before making decision.

Announcements & Correspondence:

**EMS Week Proclamation**, O'Brien moved, Forward second to proclaim May 17-23 EMS Week in the City of Oakes, carried.

**Arbor Day Proclamation**, Conklin moved, Engel second to proclaim May 8<sup>th</sup> Arbor Day in the City of Oakes, carried.

O'Brien moved, Forward second to adjourn the meeting at 6:47 PM.

MAYOR Marty Zimmis ATTEST Zasha Johnson  
(minutes subject to correction and approval at the next regular meeting)