

City Council Meeting
January 12, 2022

The City Council met at 6:00 PM at Oakes Community Center with the following members present: Council: Bagley, Harris, Day and Bakke. Mayor O'Brien. Employees present: Darrick Nitschke, Lee Bredeson, Matt Schaefer, Jason Paradis, Matt O'Brien, Adam Stieha, Jeremy Sitzler, Dennis Cihak and Zasha Johnson. Visitors present: Jerrod Klabunde, Brandon Rehborg, Tim Brown, Nathan Olmsted, Patty Stieha, Rhonda Day and Sydney Day.

Engineer Report: Klabunde updated council on status of City Engineer and spoke about possible projects to start working on in the spring.

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

Year-End Financial Statement: Harris moved, Day second to approve the report as presented showing Year End Financials for 2021 ending cash balance \$ 3,097,750.25, carried.

Budget Amendment: Bagley moved, Harris second to approve budget amendments for 2021 fiscal year increasing overall budget by \$5,632,970.67 greatly due to refinancing of bonds, carried.

Pledge of Assets and Designate Depositories: Starion Financial, First Community Credit Union, BankNorth are designated depositories with pledges of \$3,409,223.76, \$0.00, \$1,266,298.70 accordingly; Bagley moved, Harris second to accept report and depositories designation, carried.

Game of Chance Permit: Harris moved, Day second to approve Post Prom Committee 50/50 Raffle permit, carried.

Bills: Bagley moved, Day second to approve bills as presented, carried.

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| Acme Tools | 266.43 | Aflac | 199.64 |
| Agtegra coop | 221.42 | Avid Hawk | 200.00 |
| City of Fargo | 28.00 | B&B Gardens | 45.00 |
| Bobcat of Gwinner | 279.30 | City of Fargo | 28.00 |
| Colliers Securities | 500.00 | Colonial Life Ins | 111.66 |
| Computer Express | 138.00 | Corner c Store | 50.10 |
| Dakota Improvement | 50.00 | Dakota Shooting Supply | 1150.00 |
| Dakota Valley Electric | 878.00 | Dickey County | 3,472.50 |
| Dickey Rural Networks | 781.73 | Economy Oil | 623.40 |
| Economy Propane | 1,637.55 | Fabian Pest Control | 105.00 |
| Ferguson Waterworks | 642.27 | Galls | 61.71 |
| Green Iron Equipment | 1005.20 | Hawkins | 1090.92 |
| Information Tech | 47.40 | Interstate Engineering | 21,854.93 |
| Jason Paradis | 500.00 | Kustom Machine | 972.42 |
| Mertz Lumber | 27.49 | Midstates Wireless | 32.00 |
| Midwest Pest Control | 63.00 | Mottomobile | 925.00 |
| Napa Parts | 545.47 | ND One Call | 1.25 |
| ND Water Users Assoc. | 300.00 | NDPERS Ins. | 16,531.56 |
| NDPERS Retirement | 7,027.76 | Oakes Enhancements | 12,096.26 |
| Oakes Times | 130.92 | Oakes Truck & Trailer | 1,451.22 |
| Omni Site | 2,646.00 | Ottertail | 6,983.06 |
| Pitney Bowes | 164.97 | Praska's Hardware | 459.20 |

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| Quill | 222.99 | Rod's Cleaning | 350.00 |
| Starion Bank | 2,407.04 | Sweeney Controls | 714.00 |
| Sweets & Stories | 85.83 | Sanitation Products | 250.00 |
| Tokina McfHarry | 42.56 | Tornado Stop | 4,587.46 |
| Visa – Library | 632.58 | Visa-City | 585.91 |
| Visto's | 91.36 | Waste Management | 4,640.85 |
| West Side Auto | 729.79 | Payroll Taxes | 14,445.81 |
| Salaries | 59,518.52 | | |

Visitors: Tim Brown presented the council with a letter of support from his neighbor in regards to his denied building permit. The permit will be submitted for reconsideration at the February meeting. Nathan Olmsted, ND Rural Water Systems notified the council about the state requirements for backflow prevention and assistance they can provide to the city.

Committee Reports: *Alleys* concerns about the alleys on Main Avenue blocks were received. Will need to wait until spring to assess and correct. *Personnel Policies:* Day moved, Harris second to require all full-time employees to pass a pre-employment drug screening before being hired and automatic drug screening of any employee involved in an accident or injury incident, carried. An employee contact form for all incidents of warnings, discipline or commendation will be developed to be used in all departments. Day would like to look into offering years of service based awards/gifts for employees. Johnson and Chief O'Brien will work on developing a schedule and tasks for the Deputy Auditor to assist with police department administrative tasks. *Auditor:* questions were asked about the year-end reporting and contracted city auditor currently used. Johnson will look into this and provide further information. *Police:* Officer Stieha was officially sworn in as a City of Oakes Police Officer. Chief O'Brien informed the council that he will be starting the academy at the end of the month. *Streets:* Nitschke explained the equipment break down issues they have experienced since the first snowfall. Parts are on order to fix the sander and they are working with CAT to repair the blade. *Public Works:* Harris moved, Day second to appoint Darrick Nitschke as City Supervisor, carried. Committee will meet to determine pay increase to go with appointment.

Unfinished Business:

Animal policy: Bagley asked for an update on the holding area for animals running at large. The space has been decided on, the change in weather has been holding up the progress. Paradis gave an outline of proposed updates/changes to the dangerous animal ordinance. All council members will bring their ideas for the ordinance to next meeting. *Building Permits:* Day asked that the limitations on building sizes be reviewed as building trends have changed and individuals want larger options. *Abandoned Property:* Bagley moved, Day second to move forward with the process for notifying owners of abandoned property, carried. Harris moved, Day second to appoint Cindy Bagley as Building Inspector for this process, carried.

New Business: A request was received to place a street light at the far north end of 14th St near the stop sign. Will check with Ottertail on installation and get quote to present at February meeting.

Announcements & Correspondence:

Thank you from family of Art Strutz.

Bagley moved, Harris second to adjourn the meeting at 7:51 PM.

MAYOR _____

ATTEST _____

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

