

CITY OF CASSELTON
Wednesday, August 13, 2014
SPECIAL MEETING 7:00 P.M.
Council Chambers

Present: Mayor Lee Anderson, Councilmen Charlie Francis, Joan Carvell, Kent Buss, Ed McConnell and Mike Eberhardt. Also present: Wendy Mensing, Dennis Buchholz, Matt Thompson, Public Works Supervisor Kevin Mayer and City Auditor Sheila Klevgard.

Accounting Software Purchase

Microsoft Dynamics GP cost is \$6,000 and the install cost is estimated at \$9,000. The budget has \$5,000 in the office supplies for software purchase and the finance committee thought the remainder could be a sales tax grant from the currently available funds of \$8,000 and just needing an additional \$2,000 from future sales tax income. McConnell suggested using money from this year's general fund surplus or the extra money that hasn't been used for the investment fund. Summit Group Software is willing to delay payment into 2015 for a small fee of approximately \$100. Carvell recommended waiting until January to pay the installation cost. Councilman Buss made a motion, seconded by Councilman Carvell to purchase the software, paying the basic software package up front and the installation costs in January. All voted aye on roll call vote; **motion passed.**

Just for Kix Contract

The 2013-2014 contract was for three days per week at \$275 per month. The proposed 2014-2015 contract is for two days at \$250 per month. Carvel contract to \$250, eberhardt second. Councilman Carvell made a motion, seconded by Councilman Eberhardt to approve the new contract for \$250. All voted aye on roll call vote; **motion passed.**

Library Budget

The 2015 budget was presented showing a net loss of \$2,000 which they hope to recover from revenues on the programming options they will offer such as classes on knitting and cooking. Sales tax grant money was last issued for the teen space that is being created including new bookshelf letters that were made by the school. Mensing suggested that everyone visit the library because it looks really nice.

Preliminary Budget

Bismarck is very focused on regulating the general levy although it is only a small fraction of the actual budget. It might get to point where a vote will be needed to increase the levy even one dollar although the state says that's okay because they will send more money to the city and to date they have done that. Many cities have not used the extra funds from the state to keep their levy low. The mayor would like to hold the mills at the same level as last year or freeze the dollars and massage the mills until it balances. There should be a carryover from this year of excess revenue that can help with next year. The finance committee recommends the mills stay the same. Councilman McConnell made a motion, seconded by Councilman Buss to maintain the total number of mills the same as last year with a publication notice to the public as a zero increase for Fire, JDA, Forestry and Emergency Funds, maintain the mills for Cemetery and Library Funds, the actual needed dollar amount to Social Security, Share of Specials and Pension Funds and balancing out the remainder to the General Fund. All voted aye on roll call vote; **motion passed.**

Junk Cars Ordinance

Losing will write up a proposed ordinance for the next meeting to split commercial property from residential. Discussion was to change the enclosure requirement on commercial property to include placing whatever behind a privacy fence. This option would work for Gordy's to put cars north of Club 94 behind the trees. They also talked about a five year permit authorizing storage needed by the business and extending the time of storage allowed.

Downtown Open Container Ordinance

The ordinance currently applies to public property and lists the roads delimiting the affected area of downtown.

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Losing will present a revised ordinance at the next meeting to better clarify the area, remove park board ruling on the downtown parks and to extend the waiver period to four days.

Central Sales Alley Paving

Anderson hasn't heard anything back from them regarding the alley.

KPH Completion of Project

Paras has been in town and is done with curbs and is working on driveways. Pro Landscaping has not been around yet. The block of ditch work on 1st Avenue is on the punch list for completion. The city will have to clean up the rest of the chips that are left in the gutters after the chip seal. It usually takes up to a year to get it all cleaned up; the storm sewer pumps can handle up to four inch solids so the chips shouldn't cause any damage. KPH hasn't returned Buchholz' phone calls; he left messages on Eric Merhiy's office and cell phone. Mayer said he would make sure the big holes got filled and the rock along the railroad will be hauled out as soon as the railroad is done on the landfill road. Gordy's did some work on their parking lot and has milled a portion of the street also. This area will need to be fixed before winter since a two inch lip has been left although an overlay may not be successful due to heavy truck traffic. There is also a manhole in this area that's shifting. Mayer will talk to King with DOT to see if they would be interested in making changes to the entrance. The school is looking at adding aggregate to the road west of the school so there may be an option to fix it at that time. Public works will need to meet to discuss how to handle the settlement with KPH after they have completed the work.

Councilman McConnell made a motion to adjourn at 8:34pm.

Next regular meeting September 2, 2014 at 7:00pm.

Respectfully Submitted,

Sheila K Klevgard
City Auditor