

CITY OF CASSELTON
Monday, August 3, 2015
REGULAR MEETING 7:00 P.M.
Council Chambers

Present: Mayor Lee Anderson, Councilmen Joan Carvell, Charlie Francis, Fred Wangler, Ed McConnell, Kent Buss and Mike Eberhardt. Also present: Jackie Wruck, Jessica Heuer, Jerry Jordan, Becky Dunker, Tim Masset, Sue Quittschreiber, Sheila Christianson, Dan Triller, Jan Brekken, Steven Stremick, Tim McLean, Chris Prochnow, Diane Spoerl, City Auditor Sheila Klevgard, Deputy Mathew King, City Engineer Brandon Oye, Public Works Supervisor Kevin Mayer and City Attorney Del Losing.

Minutes, Consent Agenda, Bills and Financial Report

Councilman Wangler made a motion, seconded by Councilman McConnell to approve the minutes of July 6, City Attorney's Report, Municipal Judge's Report, Police Report and the delinquent utilities list. All voted aye on voice vote; **motion passed**. A check was received from BNSF for the 2012 quiet zone for \$14,063.58 and a bill for \$6,495.35. Councilman Wangler made a motion, seconded by Councilman Buss to approve the following bills and refunds. All voted aye on roll call vote; **motion passed**.

Aflac	\$231.20
Ameripride	\$177.50
Bank of North Dakota	\$397,663.51
Belling Tree Service	\$5,000.00
Birch Communications	\$294.43
Blue Cross Blue Shield	\$4,980.90
BNSF	\$6,495.35
Cass County Electric	\$559.54
Cass County Treasurer	\$11,261.33
Cass Rural Water Users	\$31,878.72
Casselton Fire Dept	\$4,000.00
Casselton Parks & Rec	\$17,813.75
Central Sales Inc	\$23.38
City of Fargo	\$3,482.96
Colonial Life	\$248.82
D.J.'s Plumbing	\$109.00
Essentia Health	\$24.00
Fargo Freightliner	\$2,188.13

Gordy's Inc.	\$33.88
Guardian	\$852.73
Hardware Hank	\$72.00
John Deere Financial	\$35.14
Johnson Pest Control	\$55.00
ND Dept of Health	\$10.00
ND Insurance Dept	\$3,806.32
Ohnstad Twichell	\$1,500.00
Ottertail Power	\$6,497.02
Petro Serve USA	\$848.54
Sam's Club	\$140.83
Clint Sletten	\$126.90
Summit Group	\$800.00
Swanston Equipment	\$531.47
Sweeney Controls	\$2,462.95
Verizon Wireless	\$149.58
Xcel	\$91.80

Financial Statement

There was discussion regarding the amount due from KPH with a decision to send a letter with a deadline for payment of August 31, 2015. Councilman McConnell made a motion, seconded by Councilman Eberhardt to approve the financial statement. General Fund \$89,557.72; Special Revenue Funds \$792,422.19; Debt Service Funds \$1,575,594.54; Construction Funds \$122,951.50; Special Assessment Funds \$1,246,705.18; Enterprise Funds \$512,685.38; Trust and Agency Funds \$13,440.02; total \$4,353,356.53. All voted aye on roll call vote; **motion passed**. \$18,710.95 has been collected from the county sales tax grant, leaving the other half to be paid by the city. Councilman McConnell made a motion, seconded by Councilman Buss to pay \$16,000 from the drainage line item in the Street Department budget and wait to make a decision on the remainder. All voted aye on roll call vote; **motion passed**. The 2015 budget for Highway Tax Distribution is incorrect because it was based on numbers that included the special highway distribution in 2013. Councilman Eberhardt made a motion, seconded by Councilman McConnell to decrease the current budget for Highway Distribution Income to \$170,900. All voted aye on roll call vote; **motion passed**.

Correspondence

The city assessor has submitted his resignation effective immediately.

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Water Line Break

In many new developments the water shut offs are in the driveways so the public works committee recommends changing the resident's responsibility to \$3,000 from the current \$2,000. Councilman Buss made a motion, seconded by Councilman Wangler to make the property owner of future water line breaks responsible for \$3,000 if the driveway is cut or broken to make the repair and \$2,000 if it is not. All voted aye on voice vote; **motion passed.**

ICTC

A change was made to the franchise agreement with Intercommunity Telephone Company to not charge a franchise fee at this time and future fees to be determined at the time when services are provided to residents. Councilman Carvell made a motion, seconded by Councilman Francis to approve a second reading for the franchise agreement with ICTC. All voted aye on voice vote; **motion passed.**

Street Closure Requests

Street closures were requested for August 8, 2015 on 4th Street North between 8th and 9th Avenues for a wedding reception and the same block on August 11, 2015 for an annual block party. Councilman McConnell made a motion, seconded by Councilman Wangler to approve the closures. All voted aye on voice vote; **motion passed.**

Sales Tax Grant Requests

The park district requested \$4,000 to assist in the purchase of a pool vacuum costing \$6,500 and the fire department requested \$38,000 to install concrete for a parking lot north of the fire hall. Councilman Wangler made a motion, seconded by Councilman Buss to approve both requests. All voted aye on voice vote; **motion passed.**

Casselwood

Wruck inquired as to when the tree piles will be removed as it is an eyesore and there is concern for rodents. Stremick responded that they may not be removed for a year or two but notes that others are also dumping their trees in the piles.

Mold Update

The health department doesn't do mold testing and neither does NDSU. Two businesses in Fargo do inspections and one responded with a quote for how they test and the related cost. EPA doesn't have a set guideline on mold and that is why the health department won't do the inspection. Francis proposes having either the city or the property owner pay \$2,300 for all the air quality testing. Pizza Ranch is a food establishment and they had a leak and weren't required by the health department to have an inspection and none of the tenants have any complaints of respiratory illness indicating that there aren't any major issues. Carvell has a hard time asking the owner to pay for testing and the city doesn't necessarily have the money or the right to require testing. Jordan is working on internal remodels as well as working on the fire escape. He hopes to be able to pour the concrete pillars by the end of the week.

Library Budget

The librarian hasn't had a raise for two years and the board is having trouble finding temporary employees for \$8.50 per hour. The book budget hasn't gone up in years and the cost of books continues to increase. The library is requesting a line item on the city budget to assist since they haven't been able to find a way to get the revenues they need. Without giving any specific answer at this time, council continued on to the city budget to see what could be done for them.

City Budget

Several budget items were discussed including wage increases, contributions to the library and Summerfest, utility revenues needed to cover bond payments and the city share of specials. Councilman Wangler made a motion, seconded by Councilman Buss to approve the preliminary budget with an increase to professional fees of \$2,400,

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library for \$11,464, Summerfest for \$12,000 and an increase to miscellaneous of \$12,000. All voted aye on roll call vote; **motion passed.**

Engineer's Agenda

Sewer & Street Improvement District #25 – Preliminary updates to city utility maps and GIS maps have been submitted to Mayer for review.

Levee Improvement – Corps of Engineers completed their inspection earlier this summer but the city has not heard anything back.

State Highway 18/2nd Street N – NDDOT spoke with the Federal Highway Administration and decided they want the project rebid this fall in order to be fair to other contractors in allowing them the time extension also. Oye recommends a letter be sent indicating that the city objects to rebidding due to concern that the bids will come in higher.

State Highway 18/5th Street N – Environmental documents and comments have been received.

Industrial Park Storm Sewer Improvements – Public works committee recommends that work proceed to get estimates on ditch work west of the railroad tracks. The estimate on engineering fees is \$3,900 to proceed. Councilman Eberhardt made a motion, seconded by Councilman McConnell to proceed with preliminary drawings and opinion of probably cost for two alternatives. All voted aye on roll call vote; **motion passed.**

Water Tower Improvements – The State Water Commission is requesting that the funding date for some projects be extended to the next biennium with the ability to be raised higher on the priority list for 2017-2019. This will free up the available funds now for other projects that are shovel ready. Councilman Wangler made a motion, seconded by Councilman Buss to move the project to the next biennium. All voted aye on voice vote; **motion passed.**

Cottonwood estates – Oye will send out another request for signed easements.

Police Report

Nite to Unite is tomorrow night at Governors Park. There will be a hamburger cook off, face painting and water balloons for the kids. Calls were up this month due to 4th of July fireworks and seven calls for service on Saturday during Summerfest; two of which went to jail, one medical and several that were dismissed within minutes.

Councilman Francis made a motion to adjourn at 9:16 pm.

Next regular meeting September 8, 2015 at 7:00pm.

Respectfully Submitted,

Sheila K Klevgard
City Auditor