

CITY OF CASSELTON
Monday, February 1, 2016
REGULAR MEETING 7:00 P.M.
Council Chambers

Present: Mayor Lee Anderson, Councilmen Joan Carvell, Mike Eberhardt, Charlie Francis, Fred Wangler, Ed McConnell and Kent Buss. Also present: Angela Kolden, Dan Triller, Lorne Sterner, Alex Richard, Morgan Forness, Steve Link, Steven Stremick, Diane Spoerl, Kayla Anderson, City Auditor Sheila Klevgard, Public Works Director Kevin Mayer, Deputy Mathew King, Nate Boerboom, City Engineer Brandon Oye and City Attorney Del Losing.

Minutes, Consent Agenda, Bills and Financial Report

Councilman Wangler made a motion, seconded by Councilman Francis to approve the agenda. All voted aye on voice vote; **motion passed.** Deputy King noted a higher number of calls and gave an overview of total hours spent in town in 2014. Councilman McConnell made a motion, seconded by Councilman Wangler to approve the minutes of January 4, 12 and 25, City Attorney's Report, Municipal Judge's Report, Police Report and the delinquent utilities list. All voted aye on voice vote; **motion passed.** Mayer mentioned that the handheld meter reader will be updated next year and meters will be replaced starting next year as household meters have a 20 year life. Commercial meters are tested every five years and two had to be replaced this year. Councilman Buss made a motion, seconded by Councilman Francis to approve the following bills and refunds. All voted aye on roll call vote; **motion passed.**

Advantage Computer	\$400.00
Aflac	\$135.12
Ameripride	\$187.94
Avesis Vision	\$123.01
Bank of ND	\$67,081.89
Birch Communications	\$295.34
Blue Cross Blue Shield	\$4,980.90
Cass County Electric	\$790.91
Cass County Reporter	\$254.55
Cass County Treasurer	\$11,261.33
Cass Rural Water Users	\$20,652.68
Casselton Drug	\$48.37
Casselton Lumber	\$3.21
Casselton Parks & Rec	\$11,883.11
City of Fargo	\$4,450.94
Colonial Life	\$144.49
Dakota Supply Group	\$12,467.18
Becky Dunker	\$231.43
Essentia Health	\$144.65
The Forum	\$96.39
Gordy's Service Center	\$65.38
Guardian	\$1,100.26
Hardware Hank	\$42.93

JobsHQ	\$369.00
John Deere Financial	\$1,175.05
Johnson Pest Control	\$55.00
Mac's	\$27.93
Mid America Meter	\$868.58
Motion Industries	\$6.95
Municipal Govt Academy	\$25.00
ND DOT	\$2,467.92
ND Municipal Judges' Assn	\$25.00
North Dakota One Call	\$1.10
NorthStar Safety	\$58.20
Ohnstad Twichell	\$1,700.00
Ottertail Power	\$4,944.61
Petro Serve USA	\$396.91
Powerplan	\$141.50
Sam's Club	\$65.48
Sanitation Products	\$136.02
Sturdevant's	\$347.11
Summit Group	\$601.75
Verizon Wireless	\$150.36
Veterans Inc	\$850.50
Xcel	\$272.69

Financial Statement

Councilman Wangler made a motion, seconded by Councilman McConnell to approve the financial statement. General Fund \$66,340.03; Special Revenue Funds \$944,376.87; Debt Service Funds \$1,612,459.56; Construction Funds \$211,336.97; Special Assessment Funds \$1,168,600.12; Enterprise Funds \$466,784.32; Trust and Agency Funds \$34,631.75; total \$4,504,529.62. All voted aye on roll call vote; **motion passed.**

CITY OF CASSELTON
Monday, February 1, 2016
REGULAR MEETING 7:00 P.M.
Council Chambers

Raffle Permit

Councilman Wangler made a motion, seconded by Councilman McConnell to approve a raffle permit to Casselton Parks and Rec for special projects on the golf course. All voted aye on voice vote; **motion passed.**

Assessor Fees

Auditor spoke with the county assessor to check into the fee schedule and he suggested increases for buildings of higher values. Councilman Buss made a motion, seconded by Councilman Eberhardt to approve the recommended rates. All voted aye on voice vote; **motion passed.** Stremick voiced concern for overvaluing the town.

50 Foot Lots

Wording was added for new plats to have public right-of-way of no less than 60-feet in width. Councilman Francis made a motion, seconded by Councilman Carvell to require plat proposals to have no less than a 60-foot wide right-of-way or a private drive approved by the city but to only allow building on a 50 foot lot by approval from council. All voted nay on roll call vote except for Francis who voted aye; **motion failed.** Councilman Wangler made a motion, seconded by Councilman Buss to approve the ordinance as recommended by the ordinance committee as shown except remove the lot standard for setbacks regarding corner lots. McConnell voiced concern with removing a home from three adjacent 50 foot lots and replacing it with up to three homes on those lots. The motion was rescinded and sent back to the ordinance committee to address this issue.

Snowmobile & Dirt Bike Ordinance

This action will change city policy on snowmobiles into ordinance making them enforceable and adding the same exceptions for dirt bikes as well as incorporating state law. McConnell stressed that he felt the city should keep the prohibition on dirt bikes in place because there was too much trouble in town prior to the prohibition. Councilman McConnell made a motion, seconded by Councilman Eberhardt to remove exception 3.B. for dirt bikes and approve the remainder of the ordinance. All voted aye on roll call vote except for Francis who voted nay; **motion passed.**

Truck Parking Ordinance

Councilman Wangler made a motion, seconded by Councilman Buss to approve the first reading which also prohibits semi-tractor parking except in designated semi-trailer parking areas. All voted aye on voice vote; **motion passed.**

Board of Adjustments Appointment

Councilman Wangler made a motion, seconded by Councilman Eberhardt to appoint Doug Moderow to another three year term ending December 2018. All voted aye on voice vote; **motion passed.**

Large Scale Animal Operations

Although counties and townships cannot restrict the location of these operations, there is no restriction on cities to ban them. The city extraterritorial area is one half mile and the shared ET zone is the next half mile. Losing recommended talking to the neighboring townships requesting an agreement to give the city that authority within a set distance from city limits.

ND Cares Community Sign

ND Cares has been approved by Cass County so all cities within the county can participate. As such, the city isn't required to create a committee, pass a resolution of support or hold at least one event per year but can still get signs for the entrances to town. Councilman Carvell made a motion, seconded by Councilman Francis to order two signs. All voted aye on roll call vote; **motion passed.**

CITY OF CASSELTON
Monday, February 1, 2016
REGULAR MEETING 7:00 P.M.
Council Chambers

Steven Stremick

Regarding the property on the south side of town, Stremick would like to put in high density single family residences just off 2nd Street South. These homes would be close together with garages all facing south on a cul-de-sac and would be designed as an association for care of the lawns and driveways. There is an area in south Fargo that he asked the council members to visit to get a feel for what he is hoping to do. He then mentioned that he has had some commercial interest in the land to the north but with the significant right of way along Highway 18 he was wondering who would be responsible for its care, who would pay for the construction cost of putting a road going north in that right of way and whether there are tax abatements available for new businesses. Stremick then followed with a request to burn the brush piles on the west end of the field on a day when the wind is coming from the south. The fire chief previously indicated to the mayor that he was reasonably comfortable with burning the trees as long as they weren't close to the school or Casselwood and smoke didn't come into town. The other piles will be moved to the west before burning but in the meantime the public is welcome to take wood. No date is planned but he would like to burn them while snow is still on the ground. Councilman McConnell made a motion, seconded by Councilman Buss to allow him to burn the three westerly piles within 60 days as long as he exercises diligence to keep smoke away from the city. All voted aye on voice vote except Francis who voted nay; **motion passed**. The school will have a meeting at the school on Monday to present their findings for long-term plans and to lay out their strategies.

FEMA Preliminary Maps

Moore printed the four map panels on smaller paper to show everyone the land within city limits. Only a small portion of the city is still in the 100 year floodplain. Oye estimates the final maps will be released at the beginning of 2017. Moore has been involved in evaluating the data behind the maps so contact them if there are any questions. These maps should be shared with the community during this 30 day review period.

Engineer's Agenda

State Highway 18/2nd Street N – Councilman Wangler made a motion, seconded by Councilman Carvell to approve the contracts with Northern Improvement as long as everything is in order. All voted aye on voice vote; **motion passed**. The contracts with Northern Improvement and a letter will be sent to NDDOT requesting an increase in their cost-share on the project.

State Highway 18/5th Avenue N – Oye is waiting for DOT to approve the documented CATX, which is the environmental, before they can complete the plans. Oye anticipates plans to be completed by August with a bid date in November. If the land to the north can be platted, the approach into the area could be put into this project.

Industrial Park Storm Sewer Improvements – Oye presented his preliminary final plans which change the ditching to the east side of First Avenue going north, crossing the road at the curve requiring another culvert, continuing along the trees to the north and angling off to the east to avoid the tree with the eagle's nest, then boring under the tracks and into the diversion. Richard, of Maple River Grain, voiced concern as to how the road will hold up if it is cut out to install a culvert. He requested a five year guarantee; the city will look into an extended guarantee from the contractor. It was also suggested that the new culverts be upgraded to 36 inch rather than 24 inch pipes. Since the land is owned by the state, they need to approve any work; Maple River Grain has a 99 year easement from the state and the city owns the road. Councilman Eberhardt made a motion, seconded by Councilman Francis to approve the plans and specs. All voted aye on voice vote; **motion passed**. Councilman Eberhardt made a motion, seconded by Councilman Buss to direct the auditor to advertise for bids. All voted aye on voice vote; **motion passed**. Bid opening will be tentatively scheduled for February 25th. Councilman Francis made a motion, seconded by Councilman Eberhardt to pay Moore invoice 12109 for \$6,415.00. All voted aye on roll call vote; **motion passed**.

CITY OF CASSELTON
Monday, February 1, 2016
REGULAR MEETING 7:00 P.M.
Council Chambers

Water Tower Improvements – RFQ’s were received from Moore Engineering and Bolton & Menk. The public works committee recommended using Moore Engineering if they agree that the city owns the rights to the project. Councilman Eberhardt made a motion, seconded by Councilman Carvell to engage Moore Engineering for this project. All voted aye on voice vote; **motion passed**. The state water commission meets in March and all cost share requests should be on file with them by 30 days prior to the meeting date. Councilman Buss made a motion, seconded by Councilman Wangler to have Moore submit the cost share request for engineering design. All voted aye on voice vote; **motion passed**.

Councilman Francis made a motion to adjourn at 9:19 pm.

Next regular meeting March 7, 2016 at 7:00pm.

Respectfully Submitted,

Sheila K Klevgard
City Auditor