

CITY OF CASSELTON
Monday, January 29, 2014
SPECIAL JOINT COMMITTEE MEETING 7:00 P.M.
Council Chambers

Present: Councilmen Lee Anderson, Fred Wangler, Joan Carvell, Kent Buss and Mike Eberhardt. Also present: Jeff Hoyer, Bob Runck, Carol Weber, Public Works Supervisor Kevin Mayer and City Auditor Sheila Klevgard.

Sales Tax Grants

Many grants have been given out in the past for good causes but the organizations did not qualify for the grants. The current council has decided to restrict the grants to the intended purpose of the fund which is community/government usage. The Cottonwood Golf Club has requested a grant but the council said they don't qualify and therefore should ask Parks and Recreation to sponsor their request. The consensus is to hold the park board responsible to make sure the funds are spent wisely.

Garbage Truck Garage

The plan is to overlay the current walls and roof with 1"x4" wood nailers and apply new colored steel to the outside. It was suggested that it should be insulated although it is not known how much warmer it will make the building. Cost is estimated at an extra \$3,300. It was also suggested to look at changing the fuel oil furnace over to a natural gas furnace even though it is only three years old. The budget should be increased another \$3,000 for the switch, but the annual heating cost should be much less. Mayer will check into the cost of a new furnace. Both construction companies that bid the project can do the work in February or March. This project is to be paid from the Major Projects Fund. Councilman Carvell made a motion, seconded by Councilman Buss, to recommend awarding the bid to Rush River Construction and possibly changing the furnace. All voted aye in unison vote. Motion passed.

Snow Ordinance

Mayer wrote up a new snow removal policy based on how the city currently removes snow. It includes an explanation that the street will be maintained in winter driving condition and gives the suggestion to residents not to clean residential driveways until after the city cleans the street. He also suggests approving the snow removal ordinance that was started in 1997 but tabled at that time. Counsel will be asked if a new first reading is required or possibly just a second reading and publication. Buss noted that city property also needs to be cleared of snow in a timely manner, especially the railroad mazes. Public works purchased a 21" snowblower to clean the mazes but they may need to get more help because the workers are getting behind due to illness and surgeries.

Water Line Replacement Cost Limit

The Monday before Christmas DJ's put 100 feet of snake through Bev Mitchell's private sewer line from the toilet and found a blockage. His thought was that the new sewer lining hadn't been cut so Mitchell requested the city to dig it up. Shermans ended up digging two holes in the street due to errors in the measurement labels on the new sewer maps. It turns out the lining was cut properly and a root blockage was found about eight feet up the private line from the main. Shermans bill is much higher than expected because they charge \$150 per hour for an excavator versus Jerry's bill of \$130 per hour, their clock starts from when they leave West Fargo plus mileage. The bill has been adjusted down to \$23,000 and is still under dispute by the city, but once the bill is agreed upon the cost will need to be shared since the cost of one hole is not her responsibility.

If the city covers the cost over a minimum amount paid by the resident, an amount will need to be established in the budget and will need to be revisited as costs go up. The cost to dig up a line is higher if the break is under the street because it takes longer. The city pays for repairing the street; if the sidewalk is dug up, the resident pays for sidewalk repairs. As a comparison, Fargo pays the first \$2,500 if the repair is in the city right-of-way, but they include the cost of the street repair. Councilman Buss made a motion, seconded by Councilman Eberhardt, to recommend a policy to limit the resident's responsibility to \$2,000 per break and to review the limit annually at the first of the calendar year. All voted aye in unison vote. Motion passed.

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City Policy and Procedures Manual

Councilman Anderson recommends having one place for all policies so everyone knows about them and can refer to them easily. A sample was collected from Harwood and a basic list is kept by the auditor which is given to new residents. This collection would include how garbage cans are set out for collection and requirements for vacation rate.

Next regular meeting February 3, 2014 at 7:00pm.

Councilman Anderson made a motion to adjourn at 8:17pm.

Respectfully Submitted,

Sheila K Klevgard
City Auditor