

**CITY OF CASSELTON**  
**Monday, January 4, 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, Kayla Anderson, Marijo Peterson, Julie Nelson, City Auditor Sheila Klevgard, Public Works Director Kevin Mayer, Deputy Mathew King, Corporal Keenan Zundel, Deputy Nathan 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 Eberhardt to approve the agenda. All voted aye on voice vote; **motion passed.** Deputy King reported four suicide calls in December and the annual report showed that total calls for year were down almost 90 calls. There were 199 citations and an estimated 140 warnings; King felt he made good ties in his first year in Casselton. Corporal Keenan Zundel is in charge of Casselton replacing Corporal Jake Weidenman. Councilman Buss made a motion, seconded by Councilman Francis to approve the minutes of December 7, City Attorney's Report, Municipal Judge's Report, Police Report and the delinquent utilities list. All voted aye on voice vote; **motion passed.** Councilman McConnell made a motion, seconded by Councilman Wangler to approve the following bills and refunds. All voted aye on roll call vote; **motion passed.**

Aflac	\$156.02	Johnson Pest Control	\$85.00
Ameripride	\$253.79	Midnight Solutions	\$120.00
Avesis Vision	\$123.01	Moore Engineering	\$8,176.50
Birch Communications	\$299.29	NDLC	\$1,864.00
Blue Cross Blue Shield	\$4,980.90	ND Dept of Commerce	\$9,481.14
BNSF	\$5,337.20	ND Dept of Health	\$692.05
Cass County Electric	\$703.81	ND DOT	\$1,233.96
Cass County Reporter	\$588.72	ND Municipal Finance Assn	\$60.00
Cass County Treasurer	\$105,844.93	ND Rural Water Systems	\$225.00
Cass Rural Water Users	\$20,994.16	ND Water Users Assn	\$200.00
Casselton Bus Assn	\$30.00	NorthStar Safety	\$232.55
Casselton Fire Dept	\$4,000.00	Ohnstad Twichell	\$1,500.00
City of Fargo	\$2,612.50	Ottertail Power	\$4,346.72
Colonial Life	\$184.65	Sam's Club	\$18.98
Essentia Health	\$340.00	Sanitation Products	\$13.52
Fargo Freightliner	\$158.56	Summit Group	\$130.50
The Forum	\$96.39	Verizon Wireless	\$150.18
Guardian	\$554.90	Joshua Wine	\$9.38
Hardware Hank	\$211.48	Workforce Safety	\$182.16

**Financial Statement**

Councilman McConnell made a motion, seconded by Councilman Eberhardt to approve the financial statement. General Fund \$66,340.03; Special Revenue Funds \$817,692.79; Debt Service Funds \$1,457,622.37; Construction Funds \$211,336.97; Special Assessment Funds \$995,167.12; Enterprise Funds \$464,087.32; Trust and Agency Funds \$15,104.35; total \$4,027,350.95. All voted aye on roll call vote; **motion passed.**

**50 Foot Lots**

Discussion focused on undeveloped lots north of the golf course that currently have only a ten foot wide access. Not knowing how wide the access is needed to be considered acceptable for emergency services such as fire or whether the city would be culpable for any damages if the area was allowed to be developed without increasing the right of way, Councilman McConnell made a motion, seconded by Councilman Francis to table the second reading and send it back to the ordinance committee to review wording on right of way and street width. All voted aye on voice vote; **motion passed.**

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**Airport Authority Appointment**

Councilman McConnell made a motion, seconded by Councilman Francis to appoint Farrel Helm to another five year term. All voted aye on voice vote; **motion passed.**

**Designate Depositories of Public Funds**

Councilman Wangler made a motion, seconded by Councilman Francis to approve all banks in Casselton as designated depositories. All voted aye on voice vote; **motion passed.**

**Dollar Limit for Water Line Repairs**

Councilman Carvell made a motion, seconded by Councilman Eberhardt to leave the limit for property owner's responsibility at \$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.**

**Engineer's Agenda**

*State Highway 18/2<sup>nd</sup> Street N* – Contracts should be signed this week with Northern Improvement and a letter will be sent to NDDOT requesting an increase in their cost-share on the project.

*Industrial Park Storm Sewer Improvements* – Moore will be talking to the railroad for crossing access and the trenching will be adjusted to avoid the trees on the north in order to preserve tree with the eagle's nest. The intent is to make sure there is adequate right of way prior to progressing to the bidding stage. Oye also noted that financing is available from SRF for this project. Councilman Eberhardt made a motion, seconded by Councilman McConnell to approve payment of invoice 11895 for \$30,251.15 to be made once a funding source has been approved. All voted aye on roll call vote; **motion passed.**

*Water Tower Improvements* – Michelle is gone and Kevin hasn't spoken to the new guy yet. Solicitation for engineers has been requested.

*Johnson Property Development* – Oye spoke with Superintendent Morgan Forness regarding what the school would be interested in purchasing. No gas line or other easements have been looked up to help with the layout and the three access points will need to be discussed with DOT. The initial layout is to have commercial on the exterior, then multifamily and single family on the interior. The next step would be to meet with Stremick, Andersons and a city representative to help get the daycare lot designed. Councilman Buss made a motion, seconded by Councilman Carvell to approve payment of invoice 11888 for \$750.00. All voted aye on roll call vote; **motion passed.**

*Cottonwood Estates Easements* – Letters will need to be sent out again and Brandon will again try to meet with the landowners individually to explain.

Councilman Francis made a motion to adjourn at 8:10 pm.

Next regular meeting February 1, 2016 at 7:00pm.

Respectfully Submitted,

Sheila K Klevgard  
City Auditor