

CITY OF CASSELTON
Monday, July 1, 2013
REGULAR MEETING 7:00 P.M.
Council Chambers

Present: Mayor Edward McConnell, Councilmen Lee Anderson, Kent Buss, Paul Spooner, Fred Wangler, Joan Carvell and Mike Eberhardt. Also present: Janelle and Patrick Stahl, Dean Johnson, Scott Mensing, Robert Schmaltz, Rich Hawkins, City Auditor Sheila Klevgard, City Engineer Brandon Oye, Jesse Berg, Matt Thompson, Jonathan Warrey, Deputy Keenan Zundel and City Attorney Del Losing.

Minutes, Consent Agenda, Bills and Financial Report

Councilman Buss made a motion, seconded by Councilman Spooner to approve the minutes of June 3 and June 26, City Attorney’s Report, Municipal Judge’s Report, Police Report and the delinquent utilities list. All voted aye on roll call vote; **motion passed.**

Councilman Eberhardt made a motion, seconded by Councilman Wangler to approve the following bills and refunds. All voted aye on roll call vote; **motion passed.** Spooner feels that something needs to be done to find where the city is losing a million gallons of water each month. Since no water is coming to the surface, a leak is hard to find. There isn’t a place to put a meter on the AT&T line to test for any leak on that line. Sections of the city could be pressure checked but the pressure changes when water is in use. Hopefully it will be found during the street work this summer.

Aflac	\$135.52
Ameripride	\$136.69
Avesis Vision	\$108.88
Blue Cross Blue Shield	\$4,846.20
Big Tree Nursery	\$990.00
Cass County Reporter	\$426.21
Cass County Treasurer	\$10,931.25
Casselton Drug	\$39.99
Cass County Electric	\$603.18
Cass Rural Water Users	\$35,920.76
Casselton Fire Dept	\$4,000.00
Casselton Lumber	\$215.19
Central Sales Inc	\$248.32
City of Fargo	\$3,242.95
Essentia Health	\$55.50
Fargo Water Equip	\$235.92
Gordy's Inc.	\$142.79
Guardian	\$810.32
Hardware Hank	\$13.96
Haugen Cleaning	\$420.00
Horvick Manufacturing	\$22.50
John Deere Financial	\$52.48
Johnson Pest Control	\$55.00

Kevin Mayer	\$62.00
Midnight Solutions	\$240.00
Mid-States Wireless	\$1,700.00
Municipal Gov’t Academy	\$140.00
ND Dept of Health	\$625.23
ND Solid Waste & Recycling	\$60.00
New Horizons Electric	\$1,555.15
Ohnstad Twichell	\$1,500.00
OK Tire	\$168.56
Orbitcom	\$306.01
Ottertail Power	\$3,490.21
Petro Serve USA	\$2,126.88
Powerplan	\$60.00
Sheyenne Gardens	\$171.50
John Siverson	\$100.12
Sturdevant's	\$180.14
Structural Materials	\$340.25
Titan Access Account	\$338.07
Univar USA Inc.	\$3,013.20
Verizon Wireless	\$145.12
Wisnewski's Top Cut	\$2,850.00
Xcel	\$62.40

Financial Statement

Councilman Wangler made a motion, seconded by Councilman Carvell to approve the financial statement. General Fund \$128,379.91; Special Revenue Funds \$819,553.00; Debt Service Funds \$967,763.84; Construction Funds \$169,196.66; Special Assessment Funds \$486,307.17; Enterprise Funds \$429,563.68; Trust and Agency Funds \$7,826.07; total \$3,008,590.33. All voted aye on roll call vote; **motion passed.**

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Correspondence

The Markey family sent a thank you note. Moore Engineering has invited city officials and employees to a golf tournament on Wednesday, July 31, 2013.

Summerfest

Scott Mensing, owner of Red Baron, requested that the city allow outdoor beer sales, only cans and no hard liquor, on Thursday and Saturday of Summerfest to assist the bars and their customers with traffic flow. Deputy Zundel felt that it was not a problem. Councilman Eberhardt made a motion, seconded by Councilman Wangler to allow the outdoor beer sales as requested. The high presence of minors was of concern. Eberhardt, Wangler, Buss and Anderson voted aye, Carvell and Spooner voted nay on roll call vote; **motion passed.**

Daycare

Janelle Stahl submitted a request to open a Class B Daycare in her home at 532 Martins Avenue for school age children and with no non-resident employees. Planning and Zoning Commission recommended approval with the requirement that a fence be installed and a certificate of occupancy be submitted. The permit is to be reviewed in two years. Councilman Wangler made a motion, seconded by Councilman Eberhardt to approve the conditional use permit. All voted aye on roll call vote; **motion passed.**

Sewer Surcharge

Finance committee suggested that there be a sewer surcharge put on the bills to pay for the sewer project. In 2012 there was a \$10.00 rate increase for the Sanitary Sewer #24 project which only used \$6.00 leaving \$4.00 available for this project. Committee recommended a \$23.86 per user per month surcharge to cover the SRF requirements for this project effective with the August 2013 billing. Councilman Buss made a motion, seconded by Councilman Wangler to approve a \$23.86 sewer surcharge to all meters and once the loan for this project is paid the surcharge is to be removed. All voted aye on roll call vote; **motion passed.** The mayor stated that the four dollar lagoon fee has been producing extra funds which have been used in the street department. SRF looks at total debt and total billing, so it could be removed.

Park Board Update

The softball complex cost \$88,000 with a \$25,000 grant from Otto Bremer Foundation and a \$10,000 Minnesota Twins grant which net \$53,000 split between the park district, school and booster club. An extra water line is being run for future concessions. The park district's summer sign-up is 52 for golf camp, 25 for dance, 34 in Missoula Children's Theatre, 15 in Penny and Pals and 102 swimmers per day up from 86 last year. Monday through Friday there have been 128 swimmers and only 38 on the weekend. The \$10,000 contribution from the city is appreciated since it is needed to keep the pool running. There are 117 kids in swimming lessons up to the 10 year old level, 264 in baseball which is an all time high, 71 in girls fast pitch softball and 57 in boys and girls T-ball. There are enough players for 3 teams in each of the 13 years and under categories. There will be a dedication during Summerfest for the new park on the south side. Lisa Narum is coordinating this event. A lot of kids are using the park and with the new trees it looks nice. Many people have commented that they like the chewed up rubber and it doesn't stain either. There have been requests for more aerators on one end of the pond. The mayor is concerned about kids running on the rocks around the pond; he worries about the potential for injury. Arneson does not wish to develop the next phase so the land may need to be sold to a developer in order to build more homes in the area. Park Board's next meeting is on July 10th.

Revenue Bond

Councilman Wangler made a motion, seconded by Councilman Carvell to approve the resolution to authorize the issuance and sale of \$3,455,000 Wastewater Treatment Revenue Bond, Series 2013. All voted aye on roll call vote; **motion passed.**

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Engineers Agenda

Sanitary Sewer Improvement District #24 –

The air valve location was changed when additional pipe was installed to bypass the lift station. The air valve used in the installation was not appropriate at the new location so a new air valve was installed. The contractor billed for the new air valve but hasn't given credit for the returned valve. The settled pavement repair will be warranty work to be done during the next project. The final payment should be available next month to close out the project. Councilman Wangler made a motion, seconded by Councilman Buss to approve engineer's final invoice 5552 for \$1,025.00. All voted aye on roll call vote; **motion passed.**

Sewer & Street Improvement District #25 –

The preconstruction meeting was held June 27. They went over general expectations of the contractor and set the first construction meeting for July 8 at 2:00 pm. The intent is to have The Cass County Reporter print a front page story about what's going to happen and what areas will start seeing construction. Industrial Builders, the subcontractor, plans to start milling the streets on July 15. Moore Engineering's blog is updated; all that's needed is an initial mailer to residents describing the general overview of the project and giving information for where to get updates on the blog website. Oye will work with the auditor to get them mailed on July 8 or 9 to all mailing addresses in Casselton. The hope is to have weekly updates on the web and allow residents to attend weekly meetings where their questions can be answered. Councilman Spooner made a motion, seconded by Councilman Eberhardt to submit applications for a Cass County Highway Department Utility permit and NDDOT Utility Occupancy permit. All voted aye on roll call vote; **motion passed.** Moore used a GoPro camera after a rain to take pictures of all the roads in town in order to have documentation of the preconstruction condition of the streets. Councilman Carvell made a motion, seconded by Councilman Buss to approve engineering invoice 5560 for \$4,232.00. All voted aye on roll call vote; **motion passed.**

Levy improvements –

The Public Works committee went over the results from the survey which shows that the city will need to acquire additional easements. Moore will provide easement descriptions for free for the north side sections. There are also a couple spots where the levee goes into BNSF right-of-way in a section east of town and a spur on the west side. Estimated engineering cost is \$2,350.00 to prepare the permit application. There will be additional BNSF fees for the application and annual permit. Oye believes both locations should be able to be on one permit. Councilman Buss made a motion, seconded by Councilman Wangler to apply for the BNSF permit. All voted aye on roll call vote; **motion passed.** Oye, McConnell and Mayer believe they can work with the corp regarding the power poles west of town. Oye will be looking into applying for SWIF (System Wide Improvement Framework) to show that the city is working to get all deficiencies corrected. Councilman Eberhardt made a motion, seconded by Councilman Carvell to approve invoice 5561 for \$2,413.55. All voted aye on roll call vote; **motion passed.**

Ditch block – Industrial Park I-94 Drainage –

Maple River Water Resource District needs to complete an 8 point questionnaire before they can send an approval letter to the city.

SB&B Addition – Sewer and Water Improvement

Moore will be working with Jerry's Excavating to get a plan prepared for approval.

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Police Report

There was one report of an attempted garage break in with no forced entry. Situation is nowhere near what it was a year and a half ago. There were 49 calls for service, which is pretty good. In one case a minor came to the Law Enforcement Center after drinking and Zundel had a good chat and discussion with him. There was a hit and run early in the day where one of the people was drunk. Drugs were found on a couple of calls. There have been a lot of called in potential DUI's but most have been found parked down the road and therefore no action could be taken.

Miscellaneous

A food pantry member informed the mayor that some of the food got wet. They are also looking for more anonymity for those wanting food. If there are any open buildings in town where it could be housed, please let them know. The Ottertail building was suggested.

Ottertail is requesting a signed agreement to have them maintain city owned poles and lights along Langer. They have maintained them for years at no charge and just caught it now. Councilman Anderson requested a 5 year history of repairs before any decision is made.

Next regular meeting August 5, 2013 at 7:00pm.

Councilman Eberhardt made a motion to adjourn at 8:25pm.

Respectfully Submitted,

Sheila K Klevgard
City Auditor