

**CITY OF CASSELTON**  
**Monday, May 4, 2015**  
**REGULAR MEETING 7:00 P.M.**  
**Council Chambers**

Present: Mayor Lee Anderson, Councilmen Joan Carvell, Charlie Francis, Kent Buss, Fred Wangler and Ed McConnell. Also present: Bernie Sinner, Lorne Sterner, Jerome Fletschock, Janice Muscha, Richard Muscha, Jessica Heuer, Marilyn Loegering, George Loegering, Steve Loegering, Joel Luing, Karisa Frith, Roger Frith, Steve Link, 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 April 6, City Attorney's Report, Municipal Judge's Report, Police Report and the delinquent utilities list. All voted aye on voice vote; **motion passed**. It was noted that the ambulance auto insurance had not been paid for 2014 and the 2015 bill included the third ambulance which increased the amount due. 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	\$235.24	Hintz Fire Equip	\$32.25
Ameripride	\$238.47	Johnson Pest Control	\$55.00
Avesis Vision	\$100.40	J.P. Cooke	\$58.75
Blue Cross Blue Shield	\$4,980.90	Kerry's Kitchen	\$100.00
Cass County Electric	\$671.06	Richard Kjonaas	\$56.96
Cass County Reporter	\$768.11	Mac's	\$56.30
Cass County Treasurer	\$11,261.33	Midnight Solutions	\$303.97
Cass Rural Water Users	\$24,079.80	Mid-States Wireless	\$110.00
Casselton Ambulance Assoc	\$809.00	New Horizons Electric	\$1,464.95
Casselton Lumber	\$311.00	Ohnstad Twichell	\$1,500.00
Casselton Parks & Rec	\$15,002.96	Orbitcom	\$283.16
City of Fargo	\$3,700.70	Ottertail Power	\$4,600.43
Dakota Supply Group	\$3,153.36	Railroad Mgmt Co III	\$160.78
Expressway Suites	\$149.40	Sanitation Products	\$8,330.00
The Forum	\$43.89	Sturdevant's	\$186.53
Guardian	\$852.73	Verizon Wireless	\$150.02
Hardware Hank	\$28.60	Weber Insurance Agency	\$1,384.00
Hawkins Chemical	\$1,181.21	Xcel	\$208.95

**Financial Statement**

Councilman McConnell made a motion, seconded by Councilman Wangler to approve the financial statement. General Fund \$78,024.39; Special Revenue Funds \$699,152.25; Debt Service Funds \$1,453,919.24; Construction Funds \$(681,359.28); Special Assessment Funds \$1,217,755.19; Enterprise Funds \$499,091.72; Trust and Agency Funds \$8,900.19; total \$3,275,483.70. All voted aye on roll call vote; **motion passed**.

**Correspondence**

Tongue River Railroad plans to construct and operate a new rail line in southeastern Montana and are requesting comments. David Piper will be honored at the community service award banquet, all are invited to attend.

**Public Works**

Councilman Carvell made a motion, seconded by Councilman McConnell to increase the wage for the part-time mosquito control worker to \$13.00 per hour and the landfill worker to \$11.00 per hour. All voted aye on roll call vote; **motion passed**. Storm sewer lift station #1 serves 8<sup>th</sup> and 9<sup>th</sup> Avenue, the school and the new connection on 1<sup>st</sup> Street North using two pumps which were originally installed in 1987 and need to be replaced. A low bid for the pumps was received from ND Sewage Pump. City employees will complete the installation and there will be additional cost to replace piping. Councilman Carvell made a motion, seconded by Councilman Buss to accept the bid of \$15,011.00

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from ND Sewage Pump. All voted aye on roll call vote; **motion passed.**

**2<sup>nd</sup> Reading of Noise Ordinance**

This ordinance contains a general provision on noise and specifics regarding loud parties. Councilman Wangler made a motion, seconded by Councilman Francis to approve the noise ordinance. All voted aye on voice vote; **motion passed.**

**House Property**

Jerry Fletschock was the high bidder for the house property at Lot 11, Block 21, First Addition which was received by the city from Wells Fargo. Councilman Buss made a motion, seconded by Councilman Carvell to accept the bid of \$1,900.00. All voted aye on voice vote; **motion passed.**

**Planning & Zoning Commission**

With no comments in opposition, the commission recommended approval of both the plat for Loegering's Industrial First Addition and the conditional use permit for SJ Machine at this location. Councilman Wangler made a motion, seconded by Councilman Francis to accept the plat. All voted aye on voice vote; **motion passed.** Councilman Wangler made a motion, seconded by Councilman Buss to approve the conditional use permit. All voted aye on voice vote; **motion passed.**

**Extend Renaissance Zone Program**

The list of renaissance zone properties has been updated as well as the descriptions; the original plan and application from 15 years ago has been reviewed; the descriptors on the historic sites have been updated; a formal letter of support has been received from Central Cass school and the county has given verbal confirmation that they will be meeting to consider the letter of support of which they have also given to Fargo and West Fargo in the past. Councilman McConnell made a motion, seconded by Councilman Carvell to approve the 5 year extension of the renaissance zone. All voted aye on voice vote; **motion passed.**

**Sales Tax Grant**

The Casselton Park District requested \$6,600.00 to pay for replacement of the exterior doors which do not meet current fire and safety regulations. The new doors will open to the outside with crash bars which will allow for quick exit of the building in the event of an emergency. Councilman Carvell made a motion, seconded by Councilman Buss to approve the grant for \$6,600. All voted aye on roll call vote; **motion passed.**

**Fireworks Permit**

Memory Fireworks requested a permit to sell fireworks at Gordy's again this summer. Councilman Wangler made a motion, seconded by Councilman Francis to approve the permit contingent on receiving the insurance certificate. All voted aye on voice vote; **motion passed.**

**Gaming Site Authorization**

Plains Art Museum requested a renewal of their gaming site authorization for pull tabs at Governors' Pub. Councilman Wangler made a motion, seconded by Councilman Buss to approve the authorization. All voted aye on voice vote; **motion passed.**

**Raffle Permit**

ACS Relay for Life has requested a raffle permit for May 8, 2015. Councilman Carvell made a motion, seconded by Councilman McConnell to approve the raffle permit. All voted aye on voice vote; **motion passed.**

**Water Deposit**

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The deposit amount is currently \$100 and has not been charged to owners of new construction. The minimum utility bill is currently \$77.32 and the average last summer was \$120.00. Councilman Francis made a motion, seconded by Councilman McConnell to increase the deposit to \$150 and charge it to all new accounts. All voted aye on voice vote; **motion passed.**

**Shotgun**

The city still has a shotgun from the former Casselton police department. The council had previously agreed to sell it to a licensed active or reserve police officer for \$300.00 however no officers have come forward at that price. One officer has offered to purchase the shotgun for \$200.00 if acceptable by council. Councilman Buss made a motion, seconded by Councilman Francis to accept the offer. All voted aye on voice vote; **motion passed.**

**Correct minutes**

The special assessment commission appointments are for six years, not two as stated in the April 2015 meeting. Councilman McConnell made a motion, seconded by Councilman Carvell to amend the appointment to six years. All voted aye on voice vote; **motion passed.**

**Official City Newspaper**

Councilman Wangler made a motion, seconded by Councilman Francis to designate Cass County Reporter as the official city newspaper. All voted aye on voice vote; **motion passed.**

**Tax Exemption**

The county assessor asked the council to clarify whether the property tax exemption allowed by the city is for builders or first owners of new residential property or both. Councilman Buss made a motion, seconded by Councilman McConnell to allow only a first owner exemption for \$75,000. All voted aye on voice vote; **motion passed.**

**City-Wide Appraisal**

The last city-wide appraisal was performed in 1987. The city assessor is thinking of not continuing as assessor because it is taking more time than he anticipated. The city will need to find a new assessor or it will go to the county who will require the information to be computerized. If the decision is made to do a city-wide appraisal, McConnell would like to notify the residents that the properties will be revalued in two years. Wangler is opposed because an increase in value doesn't make the county, school and others keep their levies down which would ultimately increase the residents' taxes. This could make a big difference for those on fixed incomes. Commercial sales were 200% higher than appraised values which has triggered the county to strongly encourage the city to reappraise these properties. The county increased all property in Casselton 5% this past year because they felt the city is undervalued. The state legislature could choose to cap the levy rate based on an arbitrary year which is why the school doesn't reduce their rate. Councilman Carvell made a motion, seconded by Councilman Francis to table this topic until next month. All voted aye on voice vote; **motion passed.**

**Engineer's Agenda**

*East View 1<sup>st</sup> Addition – Sewer & Water Improvement District No. 2015-1* – Several landowners who received the proposed assessment letter were in attendance. Not one was interested in improving their land and therefore did not want any water or sewer service. Muscha questioned what drainage is planned for the area. Oye responded that all structures would need to be raised up to the FEMA Base Flood Elevation including the finished ground ten feet around the house but the entire yard would not need to be raised and the legal drain would still be there. Bringing sewer from the north could provide service only to the northern lots because it gets too shallow and coming from the south will benefit more property at a lower cost per front foot. The engineer's estimate is \$300,000 to come in from the north and only \$425,000 to come in from the south. Carvell doesn't like forcing the other land owners but also doesn't like the idea of splitting improvements along this road into two projects. Buss also believes development should be done right. Councilman Carvell made a motion, seconded by Councilman Francis to bring the water and

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sewer from the north. Carvell, Wangler and Francis voted aye and McConnell and Buss voted nay on roll call vote; **motion passed.** The Water Resource District requested an agreement with Link giving them an additional 15 feet on the plat to allow them room for maintenance on the drain; this agreement has not been signed. Councilman McConnell made a motion, seconded by Councilman Wangler to table the plat adjustment. All voted aye on voice vote; **motion passed.** McConnell voiced concern that engineering fees are over 20% of construction cost and the agreement was for 16%. Oye will set up a special meeting to discuss.

*Sewer & Street Improvement District #25* – Record drawings are complete and have been given to Mayer. Councilman Wangler made a motion, seconded by Councilman Buss to pay Moore’s invoice 10005 of \$4,958.50 for preparing record drawings as the last bill of this project. All voted aye on roll call vote; **motion passed.** There is a significant amount of work needed to update city maps and GIS estimated at \$10,000.

*Levee Improvements* – A request has already been submitted for an initial inspection to add this segment to the city levee system under the Corps program. An agreement has been written up for an easement on the west side of drain 64 allowing the city to maintain it and consider it a part of the city’s levee system. Councilman McConnell made a motion, seconded by Councilman Buss to enter into the MRWRD easement agreement. All voted aye on voice vote; **motion passed.**

*State Highway 18/2<sup>nd</sup> Street N* – A contract is being put together and currently waiting to receive the requests for proposal on construction engineering.

*State Highway 18/County Highway 10 Improvements* – The County will do a mill and overlay on Highway 10 at no cost to the city. Ballpark figures for future improvements on Highway 10 east of Langer will be available from the feasibility study to assist with future planning. There was discussion regarding how to pay the \$430,000 city portion of this NDDOT grant project which includes street replacement, curb and gutter and lowering the storm sewer to eliminate road damage. Councilman Wangler made a motion, seconded by Councilman Francis to proceed with the design of Highway 18/Highway 10 improvements using concrete west of Langer. All voted aye on roll call vote; **motion passed.**

*Industrial Park Storm Sewer Improvements* – The request for sales tax funds was sent to the county commission and approved for up to \$1,310,000 as 50% of the project. This project includes an upgraded lift station and 100 year protection with \$40,000 per acre allowance for land purchase. Councilman Wangler made a motion, seconded by Councilman Buss to schedule a public information meeting with property owners for Thursday, May 28 at 7:00pm in the city auditorium. All voted aye on voice vote; **motion passed.** Moore’s estimated fees to send letters and hold the meeting was \$3,700, bringing the project total so far to \$8,200. Councilman Wangler made a motion, seconded by Councilman Buss to pay invoice 10002 for \$1,280.00. Carvell, Francis, Wangler and Buss voted aye and McConnell voted nay on roll call vote; **motion passed.**

Corporal Jake Wiedenman introduced himself as he is in charge of deputies Eric Swenson and Mat King. Other deputies will start using e-cites for Casselton at the end of the month.

Councilman Wangler made a motion to adjourn at 8:54 pm.

Respectfully Submitted,

Sheila K Klevgard  
City Auditor