

**CITY OF CASSELTON**  
**Monday, November 3, 2014**  
**REGULAR MEETING 7:00 P.M.**  
**Council Chambers**

Present: Mayor Lee Anderson, Councilmen Joan Carvell, Charlie Francis, Kent Buss, Mike Eberhardt, Fred Wangler and Ed McConnell. Also present: Matt Thompson, Rich Hawkins, Jonathan Warrey, Dan Triller, Bob Runck, Bob Miller, City Auditor Sheila Klevgard, Deputy Eric Swenson, 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 October 6, City Attorney's Report, Municipal Judge's Report, Police Report and the delinquent utilities list. All voted aye on voice vote; **motion passed**. Councilman Buss made a motion, seconded by Councilman Eberhardt to approve the following bills and refunds. All voted aye on roll call vote; **motion passed**.

Aflac	\$235.24
American Welding	\$245.00
Ameripride	\$223.40
Avesis Vision	\$100.40
Blue Cross Blue Shield	\$4,809.34
Camas Sand & Gravel	\$572.47
Bill Carlson	\$104.01
Cass County Electric	\$568.53
Cass County Reporter	\$581.31
Cass County Treasurer	\$11,040.50
Cass Rural Water Users	\$24,820.68
Casselton Lumber	\$96.44
Casselton Parks & Rec	\$36,530.81
City of Fargo	\$3,709.98
Curt's Lock and Key Service	\$95.00
Fargo Water Equip	\$432.71
Fleetpride	\$178.61
Grainger	\$79.50
Grand International	\$213.00
Guardian	\$794.05

Hardware Hank	\$155.32
Hawkins Chemical	\$3,009.26
H&H Coatings	\$2,950.00
John Deere Financial	\$4,327.88
Roger Johnson	\$780.00
Johnson Pest Control	\$55.00
McNeilus Steel	\$342.80
Midnight Solutions	\$120.00
North Dakota One Call	\$50.60
ND Sewage Pump	\$1,108.00
Charlene Nelson	\$103.61
NorthStar Safety	\$6,244.00
Ohnstad Twichell	\$1,500.00
Ottertail Power	\$3,821.25
Petro Serve USA	\$1,271.41
Powerplan	\$18.30
Sheyenne Gardens	\$430.00
Verizon Wireless	\$150.00
Xcel	\$122.54

**Financial Statement**

Councilman McConnell had concern that the cash balance was incorrect; however the balance matches the bank statement. Councilman Wangler made a motion, seconded by Councilman McConnell to approve the financial statement. General Fund \$14,169.00; Special Revenue Funds \$756,347.60; Debt Service Funds \$1,239,189.96; Construction Funds \$(148,530.28); Special Assessment Funds \$779,454.16; Enterprise Funds \$393,772.66; Trust and Agency Funds \$15,205.86; total \$3,049,608.96. All voted aye on roll call vote; **motion passed**.

**Police Report**

There were 55 calls for service this month; a homeless person was staying at the laundromat.

**Public Works**

The committee requested the attorney to send a letter to Verizon accepting their offer with a 10 year term rather than 20 years. A conditional use permit will be on next month's agenda since one is required by ordinance for anything to be placed on the water tower. Sanitation rate changes are being looked at to be effective in January with

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a proposed increase of \$0.50 on residential totes and a \$10 increase for dumpsters. With regular garbage being picked up by the side loader truck an extra trip is needed to pick up other large items. The proposed fees for these items are as follows: 1 room of carpet would be free but more than 3 rolls will be charged \$15.00; mattresses, box springs and couches will be charged \$10.00 each. There was also discussion on replacing dumpsters with totes. Mayer will check into pricing including freight for a partial load since he anticipates only 50 totes would be needed at this time.

**Raffle Permit**

Councilman McConnell made a motion, seconded by Councilman Eberhardt to approve raffle permits to Knights of Columbus and Central Cass Post Prom Committee. All voted aye on voice vote; **motion passed.**

**Park District**

The park district will be taking over operation of the Cottonwood Golf Course. They have appointed an advisory board to manage operations and report back to the park board. The plan is to use the remaining sales tax money to fund operations until next spring. Since the park district cannot hold a liquor license they are looking at having an outside vendor run their liquor establishment. There's a possibility of using MSUM students to work on an internship for marketing as it is challenging to find seasonal employees. The golf course superintendant requests health insurance through the city's policy, Klevgard will check to see if that is possible. Parks requests the water bill be exempted from fees for the clubhouse. Once the golf course dissolves and assets are transferred to the park district, an asset list will be provided to the city and insurance companies to add golf course assets to the casualty and liability insurance. Councilman McConnell made a motion, seconded by Councilman Buss to cover the water bill for the clubhouse. All voted aye on roll call vote; **motion passed.** Golf carts are leased and possibly not insured under the lease so there will be a need for fire and casualty hazard insurance since they are stored in the building also. The park board will need to decide if they want to extend the cart lease.

**County ordinance**

Only Sheriff Laney and Burris can answer questions on the proposed ordinance regarding Authorization of Sheriff to Police Public Events. The ordinance requires public events to be registered with the sheriff's office if not within a city with a chief of police and the capacity of the location is 100 or more. The sheriff would then inform the organizer of how many deputies would be required to police the event and the cost. Theoretically Laney is Casselton's chief of police although that would need to be clarified if Casselton is to be exempt from this ordinance. The policing contract is for them to enforce Casselton's ordinances and write Casselton's tickets for a fee; in effect to be Casselton's police department. It appears that social activities for fundraisers would have to pay a fee to have a deputy there as well as many other events; wording looks really vague and has no mention of alcohol. Councilman McConnell made a motion, seconded by Councilman Eberhardt to have the city attorney compose a letter to the county commission requesting that Casselton be exempted and that they don't pass the ordinance as written. All voted aye on voice vote; **motion passed.**

**Xcel Franchise Fee**

Losing said the ordinance just passed did not state the percentage so a resolution should be passed stating the percentage. Councilman Wangler made a motion, seconded by Councilman Francis to approve a resolution for a 2% franchise fee on gross revenues for customers within city limits. All voted aye on voice vote; **motion passed.**

**Feral Cats**

McConnell was approached about wild cats that are being fed by a neighbor. The number of cats is multiplying since they are eating well. Ideas are needed to reduce the number of cats around town. It was suggested that a letter be sent for breaking ordinance on the number of pets and no license but it was questioned whether they would actually qualify as pets. The only other suggestion was to have residents trap them. Councilman Eberhardt made a motion,

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seconded by Councilman Francis to purchase traps for citizens to use. All voted aye on roll call vote; **motion passed.**

**Library board appointment**

Councilman Wangler made a motion, seconded by Councilman Buss to appoint June Calderwood to another 3 year term on the library board through 2017. All voted aye on voice vote; **motion passed.**

**Engineer's Agenda**

*Sewer & Street Improvement District #25 –*

There are still a few punch list items to finish. The public works committee instructed Losing to send a letter to Eric Merhiy inviting him to the table for negotiations. Moore will complete work on funding applications and record drawings. Councilman Carvell made a motion, seconded by Councilman Buss to pay engineering invoice 8929 for construction administration of \$1,742.95. All voted aye on roll call vote; **motion passed.**

*Levee Improvements –* Moore has talked with the Corps to incorporate the new levee segment into their inspection program. Oye discussed compaction testing with them and is gathering technical information and composing a letter from the city to officially request the change. Councilman Wangler made a motion, seconded by Councilman Eberhardt to pay engineering invoice 8931 for \$270.00. All voted aye on roll call vote; **motion passed**

*State Highway 18/2<sup>nd</sup> Street N –* Bid date is set for November 14<sup>th</sup> for construction next year. This project has been flying under the radar although Oye has been working with Kevin; he will do a better job to keep council updated. As always Oye is holding the invoice until bids are completed and funding is approved.

*State Highway 18/County Highway 10 Improvements –* The County is working to identify the cost of the project and the city share percentage. Metro COG's preliminary planning services may not be a good fit for this project.

*Industrial Park I-9 Drainage –* The City is cleaning the ditch although it will be just a roughed in job for now just to get some water flowing.

*Clean Water State Revolving Fund Loan –* Moore will resubmit the questionnaire to keep the industrial park storm water detention pond on the priority list.

*Cottonwood Estates – Side Yard Storm Sewer Pipes –* Easements have been completed and now waiting for Ottetail to move a power pole, followed by installation of the pipe.

Steve Link purchased the Loegering property and is asking the city to cover the cost of a feasibility study to look at flood control, utility extension and other master planning along Turkey Road. He would pay for costs after the initial study under a special assessment. Even without a preliminary study it's known that the lots would need to be put in high enough to have water go over Turkey Road and a lift station is needed for sewer and water. Link is thinking of putting in a couple cul-de-sacs off Turkey Road with maybe 12 homes. Moore needs to find as-built surveys for elevation of Turkey Road and the dike. The city doesn't wish to get into paying for a feasibility study.

*Ditch block –* It will be worked on this week and get as much done as possible at this time. There is no grade for the first half mile going east. It is located about where the off ramp splits from the interstate.

Councilman Carvell made a motion to adjourn at 8:45 pm.

Next regular meeting December 1, 2014 at 7:00pm.

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Respectfully Submitted,

Sheila K Klevgard  
City Auditor