

Cooperstown City Council

April 3, 2017 – City Hall – 7:00 PM

Mayor Paintner called the meeting to order at 7:00 pm. Members present included Paul Paintner, Nic Zimprich, Lee Watne and Welton Cochrane. Absent: Rick Cushman, Bryan Ressler and Tim Erickson. Others in attendance: Blaine Larson, Nancy Lunde and Chad Johnson.

Agenda & Minutes: Cochrane moved, Zimprich seconded, to approve the agenda with additions. Motion carried unanimously. The minutes from the March 6, 2017 meeting were approved with a motion from Zimprich, seconded by Watne. Motion carried unanimously.

Flex Pace Buydown: Nancy Lunde brought a request to the council regarding approval of participation in a Flex PACE Fund interest rate buydown with the Bank of North Dakota for the Christopher and Amy Moser building purchase. The city's portion would be a 20% interest buydown which would be approximately \$3985.00. Erickson moved, Watne seconded, to approve the City's participation in this Flex PACE Fund interest rate buydown for the Christopher and Amy Moser building purchase. Motion carried unanimously.

South Central Dakota Regional Council: Nancy Lunde provided the council with information regarding the annual dues for the South Central Regional Council. Mayor Paintner stated he spoke with the Mayors from Binford and Hannaford and a county commissioner representative who all agreed for each to pay $\frac{1}{4}$ was a good solution for keeping the annual dues paid since the county commissioners made their decision not to maintain these services. Zimprich moved, Cochrane seconded, to approve payment of $\frac{1}{4}$ of Griggs County's annual dues of \$4500.00 to the South Central Regional Council to continue to maintain the services that they provide. Motion carried unanimously.

Ordinances: Nancy asked for the 2nd reading of Ordinance 2017-1, 2017-2 and 2017-3. Cochrane moved, Zimprich seconded to approve adoption of ordinances 2017-1: an ordinance to repeal and replace ordinance 2016-5, and to provide for an appeal process from decisions of the Administration Board of the city of Cooperstown; 2017-2: an ordinance to repeal and replace ordinance 2015-4, and prohibiting maintaining a substandard, dangerous or blighted building or structure and providing for abatement of same and 2017-3: an ordinance repealing and replacing ordinance 2015-3, and regulating abandoned vehicles and other personal property, the accumulation of junk, junk automobiles, trash, rubbish, building materials, noxious weeds/grass, nuisances, abatement of same, and providing a penalty for violation thereof. Motion carried unanimously.

Harold Rotunda: Harold Rotunda gave an audit report regarding the financial condition of the city. There was discussion of the budget and plans the city has for future purchases. The sales tax fund has a nice balance in it and funds can be moved to take

care of any negative balances but they also can be left as they are. The sales tax fund is used for payments on bonds and has also been used to purchase equipment. The council also discussed setting up a street improvement fund so to have the funds available to improve the streets when the time comes again. Cochrane moved, Zimprich seconded, to approve the 2016 financial statement as presented by Harold Rotunda. Motion carried unanimously.

Dept. Reports:

WSS: Blaine Larson reported on the activities of the city crew for the past month. He asked the council to consider trading in one of the lawn mowers. In past years, the city has traded the mower every 3 years. He will research the prices of new mowers. He asked the council for approval to purchase materials to build a trailer. Cochrane moved, Watne seconded, to approve the purchase of materials to complete the construction of a trailer for use by the city crew. Motion carried unanimously. Blaine reported on the condition of the sweeper. The sweeper is very old and there are many issues continually with it. He is looking for a used sweeper and asked the council to consider replacing it sometime soon. There was discussion of an area of town where a city ditch is located on railroad property right-of-way. The city currently pays \$600 every 5 years. The council asked Blaine to report next month on the cost to purchase the land instead of leasing it. Blaine reported on trees that need trimming within the city. They are too high for the city crew to be able to trim. He will get a quote from Belling Tree Service. Blaine reported the city has again received the 2016 Safe Drinking Water Award from the North Dakota State Department of Health. The council congratulated the crew for their achievement. Blaine reported that the crew has placed all but 3 of the auto-read meters. The council would like to continue with placing the meters. Cochrane moved, Watne seconded to approve the purchase of 100 more Metron auto-read meters. Motion carried unanimously.

Auditor Report: Nancy Lunde provided the monthly financial report, payroll report and list of receipts. She asked the council to review the report submitted by Deputy Auditor Chris Olson. Nancy reported that she has received the Municipal Government Academy Leadership Training Program Award, over 200 credits in less than 4 years to attain the Innovator, Visionary, Leader and 110% Levels of achievement. The council congratulated her on her achievements. Nancy reported on a grant writing workshop to be held in Grand Forks. She would like Chris Olson to attend this workshop. Zimprich moved, Cochrane seconded, to approve Chris Olson's attendance to this Grant Writing Workshop. Motion carried unanimously. Nancy provided a list of blighted properties to the council. She hopes that this will be a starting point for the sending of letters to owners with junk and garbage in their yards. Nancy stated the floors in city hall and the meeting rooms need waxing. Cochrane moved, Zimprich seconded, to approve floor cleaning and waxing by J&H Floor Cleaning in city hall and the 2 meeting rooms. Motion carried unanimously. There was also discussion of the light located on the outside of city hall. Any bulbs replaced seem to burn out immediately. There was discussion of also placing a motion light inside the building. Lee Watne will look at these issues. Mayor Paintner stated he had been asked if the city council would approve purchase of flowers for the main street planters. Zimprich moved, Watne

seconded, to approve the purchase of flowers for the 4 main street planters. Motion carried unanimously. Nancy stated the firemen have informed her the siren does not work and will possibly need to be replaced. There was discussion by the council of purchasing a new one. Randy Myers is checking on what is available and on cost of replacement. The discussion continued with the topic of the removal of the old shop building and how to support the outer wall and how to finish off the roof. These topics will be discussed next month. Mayor Paintner addressed the issue of social media policies and if the city is up to date in their personnel policy. We need to evaluate what the employees and council members are using for their email addresses. We also need to create a Facebook policy which will need to be followed by employees and council members. Welton Cochrane asked what the policy was for opening mail in the office. Nancy stated most things are opened as they are mailed to the city office address. In regard to classes and testing, the city has paid all expenses for the employee to attend classes and seminars and again, anything mailed in regards to this is mailed to the city address and is then opened.

Bills: The council reviewed the bills with discussion on several. The bills listed were approved to be paid with a motion from Zimprich, seconded by Watne. There was a roll call vote with all members in favor. Motion carried unanimously.

Permits: Colby Series 17, LLC Building Permit: There was discussion of where the water and sewer will be piped in from for this new building. After some discussion, Cochrane moved, Watne seconded, to approve the Colby Series 17, LLC Building Permit. Motion carried unanimously. Cochrane moved, Zimprich seconded, to approve the Vicki Miller Building Permit, if she follows the zoning ordinance for fences. Motion carried unanimously.

Old Business: No old business was discussed.

The next regular City Council meeting will be May 1, 2017. Zimprich moved, Watne seconded, to adjourn the meeting. Motion carried. Meeting adjourned at 10:00 pm.

Nancy Lunde, City Auditor

Paul Paintner, Mayor

April 2017 Bills Paid

ADAM OTT	\$150.00
ADVANCED BUSINESS METHODS	\$65.08
AMERIPRIDE SERVICES	\$73.90
BANK OF NORTH DAKOTA	\$3,985.00
BEST WESTERN PLUS RAMKOTA	\$200.00
BLAINE LARSON	\$35.00
BLUETARP FINANCIAL	\$524.96
BRAGER DISPOSAL SERVICE	\$6,663.00
BRIAN SAXBERG	\$39.99
CHAD JOHNSON	\$35.00
CHRISTINE OLSON	\$305.00
CITY OF FARGO, NORTH DAKOTA	\$24.00
COACHMAN INN	\$184.00
COOPERSTOWN TRUE VALUE	\$247.03
DIANNA TRACHSEL	\$150.00
DITCH WITCH OF NORTH DAKOTA	\$2,600.00
ELECTRIC PUMP	\$725.70
EMERGENCY TRAINING ASSOCIATES	\$1,583.34
FERGUSON WATERWORKS #2516	\$2,505.78
FOUNDATION PLUMBING, LLC	\$0.00
GENERAL EQUIPMENT & SUPPLIES I	\$2,044.63
GILLE AUTO	\$340.00
GRIGGS COUNTY TELEPHONE	\$736.20
HACH COMPANY	\$160.62
HAWKINS INC	\$980.00
HENRY SCHEIN INC.	\$190.68
JEREMIE VANDERHAGEN	\$150.00
JOHN DEERE FINANCIAL	\$32.00
KATIE BREWINGTON	\$150.00
LAKE AGASSIZ DEV. CORP.	\$1,188.70
LISA SALVESEN	\$15.00
LUMBER MART INC	\$268.93
MIDCONTINENT COMMUNICATIONS	\$106.50
MILLERS FRESH FOODS	\$124.55
MUNICIPAL GOVERNMENT ACADEMY	\$140.00
NANCY LUNDE	\$399.43
NEW CENTURY PRESS	\$216.04
OTTER TAIL POWER CO	\$4,631.68
PENGUIN MANAGEMENT, INC.	\$1,074.00
QUICKLANE	\$2,096.16
RANDY MYERS	\$35.00
RED ROOF INN TOWNHOUSE	\$836.00
STARION BOND SERVICES	\$295,670.75
STOCKLAND & SON CONSTRUCTION	\$440.00
STOUDT-ROSS FORD, INC.	\$2,096.16
T&K SALES	\$404.24
V W MOTORS INC	\$1,037.11