

**COOPERSTOWN CITY COUNCIL**  
**Regular Meeting     December 5, 2022**

The Cooperstown City Council met Monday, December 9, 2022, at 7:00 pm in the city council room. Present: Paul Paintner, Deb Eslinger, Steve Perry, Charles Dehoff, and Allen Gruman. Others present: Public Works Blaine Larson, David Ludwig, Auditor Christine Olson, Brandon Smith/Moore Engineering. Absent: Larry Olson and Seth Hanson. Pledge of Allegiance was recited.

Motion by Perry, seconded by Gruman to approve November 7, 2022, meeting minutes. Motion by DeHoff, seconded by Perry to approve November 14, 2022, meeting minutes.

Brandon Smith of Moore Engineering provided a progress report on the street project. He suggested some dates to discuss design and cost for additional work items. Contractor has requested an application for payment to reduce retainage. It was decided that a final design meeting will be held on Thursday, January 5 at 1:00 pm at city hall. Annual DWSRF questionnaires are due mid-January for clean water/drinking water projects, so if there are any projects the city would have in mind, please let Brandon or Andrew know. Currently they are submitting a lead service line replacement project. Currently, per contract, we can withhold 5% retainage. The contractor is requesting a reduction of retainage to 1%, or \$55,000.

Current defective work is estimated to be \$18,000 per what was bid, and we can withhold 2 times this amount, or \$36,000, and the Liquidated Damages are \$18,900. In September, we discussed the city handling the excess sweeping of rock chips at a value of \$1,600 (based on city wages and sweeper rental rates) and the city replacing a valley gutter cracked due to the contractor driving over it at a value of \$900 for a total \$2,500, with all 3 of these items together totaling \$57,400. Our options are to do nothing and continue holding the \$277,176.88, we could reduce the retainage in any way we want, or we could proceed with what they are suggesting and reduce the retainage to 1% which is \$55,000. Motion by Perry to hold a retainage of \$100,000 and make payment to contractor of \$177,176.88, seconded by DeHoff. Motion carried.

There was discussion on the drainage ditch north of city park, with options of filling the ditch with rock or cement or putting in a culvert to assist in eliminating the steep slope of the ditch, allowing for easy mowing and maintenance. Any decisions will be tabled until spring.

The lease agreement for the city owned BNSF Railway Company Right of Way property with Stephen Larson was discussed. Travis Peterson has rewritten the agreement with a 10-year term and the stipulation that consent of the landlord (city) is needed to transfer lease. Motion by Perry to enter a 50-year lease, seconded by Eslinger. Motion carried.

The Cooper Drain agreement was discussed. Per Tami Norgard, the WRD attorney, the WRD has the legal, statutory obligation to maintain the drain. If the city is not maintaining the drain at some point, the WRD is obligated to do so. Travis Peterson, city attorney, feels the draft is fine. Following further discussion, a meeting between the city and WRD is requested. Christine will contact the board and find a date/time for the 2 entities to meet.

Blaine Larson provided a public works report. An inspection report from Maguire Iron for cleaning the water tower was presented, along with a contract for service to pressure wash the exterior at a cost of \$5,000 and complete epoxy touchup work on the interior at a cost of \$625 per hour. Motion by Perry, seconded by Gruman to enter a contract. Motion carried. There have been communication issues between the wells, water plant and water tower, Sweeney Brothers and MLGC have been working to find the problem.

Christine Olson provided the auditors report. The ambulance has approved at their meeting to put \$250,000 into a 15-month CD at Bravera Bank and \$250,000 into a 15-month CD at Bank Forward, with account signers to be Paul Paintner, Steve Perry, and Christine Olson. Motion by Eslinger, seconded by Perry to approve the recommendation. Motion carried. Perry asked that Christine check on putting \$125,000 city sales tax dollars into a CD at Bravera Bank and Bank Forward;

also, to see if any other fund dollars can be put into CD's. An update on the USDA Community Facilities grant application process was provided. The title transfer for the new 2007 International Plow Truck has been completed and received. Christine met with Jill Haakenson of the USDA to complete a final review on the previous USDA Community Facilities grant that the city received. In that review, it was suggested that an updated 504 Evaluation be completed to assess handicap accessibility. A company from Grand Forks was recommended to do the evaluation and there are CDBG funds available for possible updates that would be needed.

The financial report was presented. After discussion, motion by Eslinger, seconded by DeHoff to accept the financial report as presented. The list of bills was presented. Motion by DeHoff, seconded by Perry to approve payment of the bills presented. Roll call vote with all voting aye, motion passed unanimously.

Mayor Paintner suggested that we begin advertising for the City Public Works supervisor position as Blaine will be retiring the end of March. Advertising will run for 1 month.

Craig Siek property clean up is on hold until spring as it snowed the weekend 701 Towing would have been working on cleaning this up.

Motion by DeHoff, seconded by Eslinger to adjourn. Meeting adjourned at 8:33 pm.

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Christine Olson, Auditor

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Paul Paintner, Mayor

CITY OF COOPERSTOWN

\*Check Summary Register©

December 2022

Name	Check Date	Check Amt	
<b>1130 Citizens State</b>			
110674e	BLUE CROSS BLUE SHIELD	12/5/2022	\$7,082.82 BLUE CROSS
110675e	VISA	12/12/2022	\$672.53 Microsoft Office
110676e	VERIZON WIRELESS	12/26/2022	\$120.03 MIFI INTERNET
110677e	NDPERS	1/3/2023	\$2,628.33 RETIREMENT
110678e	EFTPS	1/3/2023	\$5,796.73 PAYROLL TAXES
113344	ND DEPT OF TRANSPORTATION	12/5/2022	\$25.00 Title & license 2007 International truck
113345	COOPERSTOWN MUN AIRPORT	12/5/2022	\$423.34 AIRPORT PROPERTY TAX
113346	ARAMARK	12/5/2022	\$242.96 Towels, mops, mats
113347	ARROWWOOD PRAIRIE CO-OP	12/5/2022	\$2,978.51 CITY FUEL
113348	BLAINE LARSON	12/5/2022	\$35.00 CELLPHONE-GENERAL
113349	BRAGER DISPOSAL SERVICE	12/5/2022	\$6,800.00 CITY HALL DUMPSTER
113350	BRAVERA INSURANCE, INC	12/5/2022	\$390.00 2007 International Plow Truck
113351	CHRISTINE OLSON	12/5/2022	\$35.00 CELLPHONE
113352	CITY OF FARGO, NORTH DAKOT	12/5/2022	\$14.00 WATER SAMPLES
113353	COACHMAN INN	12/5/2022	\$200.00 HOLLY LODGING
113354	COOPER IMPLEMENT CO., INC.	12/5/2022	\$4,090.00 Sheyenne Tooling Snow Blower for JD Tractor
113355	COOPERSTOWN DRUG	12/5/2022	\$1,199.58 Ambulance meds
113356	COOPERSTOWN HARDWARE	12/5/2022	\$658.26 Amb totes/plunger
113357	DAVID LUDWIG	12/5/2022	\$516.74 CELLPHONE
113358	ELECTRIC PUMP	12/5/2022	\$1,184.50 Howard lift station service
113359	EMERGENCY MEDICAL PRODUC	12/5/2022	\$295.78 Regulators
113360	FERGUSON WATERWORKS #25	12/5/2022	\$564.62 Coupling
113361	GILBERTSONS	12/5/2022	\$1,636.25 2007 International truck oil pan
113362	GRIGGS COUNTY TELEPHONE	12/5/2022	\$622.18 AUDITOR
113363	H E EVERSON	12/5/2022	\$456.46 Ambulance DEF
113364	HAWKINS INC	12/5/2022	\$1,682.33 Azone, Clearitas
113365	HOMETOWN SERVICE CENTER	12/5/2022	\$183.00 2 tires for trailer
113366	JOHN DEERE FINANCIAL	12/5/2022	\$320.50 Sheer bolts for snow blower
113367	LARRY OLSON	12/5/2022	\$748.92 Time to get plow truck in Mpls
113368	GRIGGS COUNTY LIBRARY	12/5/2022	\$490.57 LIBRARY PROPERTY TAX
113369	MAGUIRE IRON CO.	12/5/2022	\$5,040.00 Clean & inspect water tower
113370	MILLERS FRESH FOODS	12/5/2022	\$115.95 Ambulance meeting supper
113371	MOORE ENGINEERING INC	12/5/2022	\$14,290.13 2020-1 Street Improvement
113372	NAOMI TROSTAD	12/5/2022	\$35.00 Cell phone
113373	ND ONE CALL, INC	12/5/2022	\$7.80 Locates - 6 tickets
113374	NDRWSA	12/5/2022	\$150.00 Sewer camera set up
113375	NEW CENTURY PRESS	12/5/2022	\$129.20 11/7/22 minutes
113376	Office Experts	12/5/2022	\$47.00 Desk calendars
113377	OTTER TAIL POWER CO	12/5/2022	\$4,093.10 CITY HALL
113378	COOPERSTOWN PARK BOARD	12/5/2022	\$2,843.08 PARK BOARD PROPERTY TX
113379	RYAN RAHLF	12/5/2022	\$300.00 Travel to get city plow truck in Mpls
113380	TEAM LABORATORY CHEMICAL	12/5/2022	\$312.00 Truck box wax
113381	TOWN & COUNTRY CO-OP	12/5/2022	\$1,114.62 Ambulance fuel
113382	TUCKER ELI	12/5/2022	\$35.00 Cell phone
113383	VINTAGE PINK BOUTIQUE_	12/5/2022	\$58.25 Flowers-Blaine Larson mom funeral
113384	Zoll Medical Corporation GPO	12/5/2022	\$16,483.55 Ambulance Autopulse system
113385	BANK FORWARD	12/6/2022	\$250,000.00 15-month CD
113386	BRAVERA BANK	12/6/2022	\$250,000.00 15-month CD
113387	NANCY PAINTNER	12/6/2022	\$50.00 CPR Training dues
113388	GRIGGS COUNTY TREASURER	12/7/2022	\$1,278.50 SCDRC Joint support
113389	BITUMINOUS PAVING INC	12/7/2022	\$177,176.88 CAP8 Project 2020-1 & 2021-1
113390	HIGH PLAINS WATER	12/8/2022	\$10.00 1 BOTTLE WATER
113391	MARCO TECHNOLOGIES	12/12/2022	\$114.73 COPIER LEASE

CITY OF COOPERSTOWN

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Page 2

**\*Check Summary Register©**

December 2022

Name	Check Date	Check Amt	
113392	NODAK ELECTRIC COOPERATIV	12/12/2022	\$289.72 MAIN LIFT
113393	METRO-BILLING SERVICES	12/12/2022	\$552.00 24 claims
113394	ARROWWOOD PRAIRIE CO-OP	12/14/2022	\$293.20 City hall propane
113395	HACH COMPANY	12/14/2022	\$111.79 Chlorine & Flouride test kits
113396	PIZZA RANCH	12/19/2022	\$125.00 Ambulance x-mas gift cards
113397	BANK FORWARD	12/19/2022	\$300.00 Ambulance x-mas gift cards
113398	TOWN & COUNTRY CO-OP	12/19/2022	\$125.00 Ambulance xmas party gift cards
113399	MILLERS FRESH FOODS	12/19/2022	\$125.00 Ambulance xmas party gift cards
113400	NANAS CAFE	12/19/2022	\$125.00 Ambulance xmas party gift cards
113401	POSTMASTER	12/21/2022	\$218.05 WATER
113402	ARROWWOOD PRAIRIE CO-OP	12/23/2022	\$663.00 City hall propane
113403	ND EMS ASSOCIATION	12/27/2022	\$972.00 Ambulance EMS membership x 18
113404	Baron, Ryan	12/31/2022	\$358.25
113405	Briss, Craig	12/31/2022	\$323.22
113406	Eli, Tucker	12/31/2022	\$2,217.73
113407	Eli, Valerie Ann	12/31/2022	\$184.70
113408	Ellefson, Brent	12/31/2022	\$829.30
113409	Flatt, Matthew	12/31/2022	\$272.43
113410	FLATT, TERRAH	12/31/2022	\$155.14
113411	Keller, Julie M	12/31/2022	\$1,862.44
113412	Ludwig, David O	12/31/2022	\$4,568.97
113413	Martin, Amanda R	12/31/2022	\$266.89
113414	Monson, Dennis	12/31/2022	\$393.88
113415	Moser, Christopher I	12/31/2022	\$190.24
113416	Olson, Christine L	12/31/2022	\$2,691.56
113417	Paintner, Nancy	12/31/2022	\$890.06
113418	Paintner, Paul	12/31/2022	\$357.80
113419	Urness, Mark	12/31/2022	\$138.52
502843e	Monthly ACH	12/31/2022	\$10,124.32
	<b>Total Checks</b>		<b>\$795,503.94</b>