

A regular meeting of the City Council of the City of Carrington was held Monday, April 13, 2015, at 7:30 PM, at City Hall. Mayor Neil Fandrich presiding.

The following members of council and city departments were present: Barb Eli, Danny Schuchard, Al Trader, Josh Hoffman, Dan Trosen, Randy Munkeby, Leo Ryan, Denise Schuchard, Pam Jerome, and Heather Carr.

Absent: Councilmen Trygg Olson.

Also present: Leasa Lura, Harold Rotunda, Ken Wangen, Jess Earle, Jeff Hoff, Charles Krebs, and Brad Weninger.

A motion was made by Danny Schuchard, seconded by Al Trader, to approve the minutes as presented. All voted aye. Motion carried.

Mayor Neil Fandrich expressed his condolences to the Engel family and informed the council that Councilman Dick Engel had passed away on Sunday, April 12th.

Harold Rotunda, CPA, gave the 2014 Financial Audit Report.

A motion was made by Al Trader, seconded by Josh Hoffman, to approve the 2014 audit report. The following voted in favor: Hoffman, Trader, Eli, and Schuchard. Against: None. Motion carried.

A motion was made by Barb Eli, seconded by Danny Schuchard, to approve the following 2014 year end transfers:

FROM	TO	AMOUNT
General Fund 100	Fire Dept. 226	\$40,400.00
Social Security 202	General Fund 100	\$11,540.75
Retirement 210	General Fund 100	\$20,627.06
Liability Ins. 212	General Fund 100	\$20,627.07
Snow Removal 206	General Fund 100	\$70,726.58
Planning 207	General Fund 100	\$26,574.31
Building Construction 209	General Fund 100	\$94,156.90
General 100	Library 223	\$15,970.03
Water Plant 361	Capital Projects 316	\$236,415.72

The following voted in favor: Schuchard, Eli, Trader, and Hoffman. Against: None. Motion carried.

A motion was made by Danny Schuchard, seconded by Josh Hoffman, to approve a 2nd Reading and Passage of Ordinance #252, Ottertail Power Franchise Agreement. The following voted in favor: Trader, Hoffman, Eli, and Schuchard. Against: None. Motion carried.

A motion was made by Danny Schuchard, seconded by Al Trader, to approve the following Game of Chance Permits issued by the City Auditor: #820 to Carrington Health Center Auxiliary for a calendar raffle. All voted aye. Motion carried.

Mayor Neil Fandrich told council they received a letter from Shane Wendel, Foster County 4-H Sheep Project Chairman and Joel Lemer, Foster County Extension Agent, asking the city councils

permission to house lambs in the sheep/hog barn on the Foster County Fairgrounds from April 27, 2015 through July 31, 2015.

A motion was made by Josh Hoffman, seconded by Barb Eli, to allow Foster County 4-H Sheep program to house sheep in the sheep/hog barn on the Foster County Fairgrounds from April 27, 2015 through July 31, 2015. All voted aye. Motion carried.

COMMITTEE REPORTS

FIRE DEPT:

Fire Chief, Ken Wangen reported they had 7 calls last month, three grass fires were during a burn ban and have been turned over to the Foster County State's Attorney, Spaghetti Feed set records for both attendance and donation, and the main pumper and small tanker were repaired for gas leaks. Chief Wangen also told Council he attended a meeting with Senator Heidi Heitkamp and Deputy Secretary of Homeland Security, Alejandro Mayorkas in Larimore regarding making grants easier to apply for, recruiting volunteers, and addressing crude by rail issues.

ORGANIZATIONAL REVIEW:

They have not met but a group of residents want to meet and discuss proposed ordinance changes to Chapter 5, Alcohol.

FINANCE & LEGAL:

City Auditor Heather Carr informed council they had met today at noon and discussed the following: audit report prepared by Harold Rotunda CPA, Richard Engel vacancy, Armory rules, Armory deposit amounts, property tax incentive application from Fessenden Coop, the proposed Ottertail Power Company franchise agreement, and PTO buyback in the personnel policy.

A motion was made by Al Trader, seconded by Barb Eli, to approve the recommendation by Finance and Legal to adopt the following PTO Sell Back Feature into the Personnel Policy:

Employees, who have been employed with the City of Carrington for at least five (5) years, are eligible to sell back to the City up to forty (40) hours of accrued PTO hours every twelve (12) months. Extended Sick Leave Hours are not included in the sell back feature. PTO Hours will be paid at the employee's normal rate of pay. The established time of the year and the amount an employee can sell back is as follows:

Employee's must submit a written request to sell back PTO hours, up to a maximum of forty (40) hours, provided a minimum balance of forty (40) hours remain, to his/her Department Head between October 15th and October 31 of each year. Department Heads must file his/her employee's written request with the City Auditor on the first working day of November of each year. PTO buy back hours will be paid to the employees on the first pay period in the month of November each year. Employees must have those hours accrued in his/her PTO account before they can sell it back.

The following voted in favor: Eli, Trader, Hoffman, and Schuchard. Against: None. Motion carried.

JDA/CEDD:

Economic Development Director, Denise Schuchard told council they had met and discussed the 281 Corridor Livestock Development Group, Pizza Ranch application for a façade grant, having Leo Ryan draw up a contract for the city with H&H Holdings, and updated council on Shopko possibly moving into the old Alco building.

A motion was made by Josh Hoffman, seconded by Danny Schuchard, to approve the recommendation of the JDA board, to contribute \$1,000.00 to the 281 Corridor Livestock Development for advertising costs. The following voted in favor: Eli, Hoffman, Schuchard, and Trader. Against: None. Motion carried.

A motion was made by Danny Schuchard, seconded by Josh Hoffman, to approve the JDA recommendation funding request for a façade grant of \$1,632.44, from the Pizza Ranch for carpet replacement and insulation. The following voted in favor: Schuchard, Trader, Eli, and Hoffman. Against: None. Motion carried.

A motion was made by Josh Hoffman, seconded by Danny Schuchard, to have City Attorney Leo Ryan draw up three contracts concerning the new housing development with H&H Holdings. The following voted in favor: Trader, Schuchard, Eli, and Hoffman. Against: None. Motion carried.

AIRPORT:

Public Works Director, Dan Trosen reported the hanger is built and they have no new projects at this time.

EMERGENCY MANAGEMENT:

Emergency Manager, Jess Earle, informed council she has been taking pictures of the Fire Department out fighting grass fires for documentation for the state to help with grant opportunities, issued a burn ban with the last documented burn ban in 2012, working on grants for the Fire Dept. and Police Dept., working on the mitigation plan, public information officer is now Bonnie Mullenberg, and a LEPC meeting is scheduled for Wednesday, May 6th.

CVB:

Economic Development Director, Denise Schuchard, reported they had a meeting March 16, 2015. Schuchard also reported Dean Ihla who is state level CVB has put together a program called Link ND and would like us to participate with Bowman ND. This is a secret shopper program and we would send 5-8 people to Bowman to shop, stay, and ask questions at their establishments and they would do the same for us.

LIBRARY:

Deputy Auditor, Pam Jerome reported she was unable to make the March 18th meeting but had included the minutes in their packets. Jerome also reported that City Librarian, Lenore Franchuk would be gone for 4-6 weeks starting April 20th.

PUBLIC WORKS:

Councilman Danny Schuchard informed council they had met tonight and discussed their first water break and found out we have two bad gate valves and a bad hydrant, going to flush sewers and hydrants, new circulator is ordered, having the aerator motor fixed, looking at replacing pipe, have some block falling apart at the armory, sending some clean up letters out, clean up week is set for May 11th – 16th, and have been approached by the water board and township board to partner up with them to clean out the lagoon drainage ditch.

A motion was made by Danny Schuchard, seconded by Josh Hoffman, to pay up to \$5,000.00 to clean out the lagoon drainage ditch. The following voted in favor: Hoffman, Schuchard, Trader, and Eli. Against: None. Motion carried.

Public Works Director, Dan Trosen told council he had been contacted by another city asking to buy our old mosquito sprayer and we ordered a new mower and would like to put the old riding mower up for bid.

A motion was made by Josh Hoffman, seconded by Al Trader, to sell the old mosquito sprayer for \$500.00. All voted aye. Motion carried.

A motion by Danny Schuchard, seconded by Josh Hoffman, to put the old lawn mower up for bid. All voted aye. Motion carried.

BUILDING OFFICIAL:

Public Works Director Dan Trosen informed council there are three new homes permitted, they are tearing down old houses to put up the new ones, one commercial expansion, and a lot of siding and shingling permits.

A motion was made by Josh Hoffman, seconded by Al Trader, to approve the committee reports as presented. All voted aye. Motion carried.

A motion was made by Barb Eli, seconded by Josh Hoffman, to approve the bills as previously submitted and listed on the agenda. The following voted in favor: Eli, Schuchard, Trader, and Hoffman. Against: None. Motion carried.

Mayor Fandrich reminded council the Board of Equalization is Tuesday, April 14th at 6:30 PM and the next regular council meeting is Monday, May 11, 2015 at 7:30 PM.

There being no further business to come before the council, a motion was made by Al Trader, seconded by Josh Hoffman, to adjourn. All voted aye. Motion carried.

Adjourned at 8:37 PM

Heather Carr, City Auditor

Neil Fandrich, Mayor