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**CITY COUNCIL MEETING****July 14, 2026**

The City Council met at 6:00 PM at Oakes Community Center with the following members present: Mayor Sitzler, Council: Kelly, J Hollingsworth, Meehl and D Hollingsworth. Employees present: Chad Raatz, Matt O'Brien and Zasha Johnson.

Mayor Sitzler welcomed new member Meehl to the council. His oath of office has been signed and filed with the auditor.

Mayor Sitzler presented his portfolio assignments and asked if anyone would volunteer as council president. There were no volunteers, Mayor Sitzler asked J. Hollingsworth to be president and Kelly to be vice president and they agreed. J Hollingsworth moved, D Hollingsworth second to approve all assignments and appointments, carried.

Mayor Sitzler then presented his list of appointments for City Attorney, Auditor, Chief of Police, Public Works Supervisor, Health Officer and Cemetery Sexton. Kelly moved, Meehl second to approve the appointments, carried.

Bank Account Authorizations: D Hollingsworth moved, J Hollingsworth second to remove Harris & Day as bank signatories and add J. Hollingsworth and Kelly as signatories, carried.

Engineer Report: Reber and Roehrich were present and discussed the water treatment plant improvements. Scheduled to conduct some of the work the week of the 13<sup>th</sup>. Change order was presented to replace a 6" check valve and an ethernet connection for the VFD,

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D Hollingsworth moved, Kelly second to approve change order, carried. J Hollingsworth moved, Kelly second to approved contractor application for payment for demolition work and purchasing equipment, carried. D Hollingsworth moved, Meehl second to approve engineering invoice 10042, carried. Invoice for technical assistance at the water plant was held to discuss with engineers the cause of the issue being billed. The war-

ranty period for the street project ends on August 11<sup>th</sup>, report any known issues to Reber as soon as possible. The man-hole replacement on Main Avenue & 15<sup>th</sup> Street will begin the week of July 27<sup>th</sup>, a detour will be in place during the construction. A pre-construction meeting will be held July 15<sup>th</sup> at City Hall if anyone is interested. J Hollingsworth moved, D Hollingsworth second to approve engineering invoice 010043, carried. The connectivity study has been completed and will be forwarded to the City Attorney. Reber discussed the calculations they completed as a starting point for billing at the mobile home park on the east side of town. Discussed options for metering each mobile home and the work that would be needed if a full reconstruction of the water lines was done. D Hollingsworth moved, Kelly second to pursue a flat rate for water billing not based on metering, carried. Johnson will work with the city attorney to update any ordinances as needed.

Minutes, Auditor and Police Reports: J Hollingsworth moved, Kelly second to approve minutes with correction of alcohol license wording, carried. D Hollingsworth moved Kelly second to approve police report, carried. J Hollingsworth moved, Kelly second to approve auditor reports as presented, carried.

Building Permit: Kelly moved, Meehl second to approve permit for a concrete work at W 1/2 Lot 2 & All of Lot 3, Blk 40, EOP, carried. J. Hollingsworth moved, Kelly second to approve permit for an ATM Kiosk at Parcel B of W 208.4' of Lots 4 & 5, Blk 31 and .73 Ac of OL-Q; WTL, carried. D. Hollingsworth moved, Meehl second to approve permit for a twin home at Lot 1 Blk 1 Vculek's First Add, carried.

Special Event Permits: J. Hollingsworth moved, D. Hollingsworth second to table decision on permits until further discussion with the applicant and police department regarding underage drinking at events, carried.

Bills: D. Hollingsworth moved, J. Hollingsworth second to approve bills, carried.

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|------------------------|----------|
| Aflac                  | 591.64   |
| American Welding & Gas | 38.75    |
| Aqua Pure              | 8,846.24 |
| Avid Hawk              | 200.00   |
| B&B Gardens            | 162.82   |

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|----------------------------|----------|
| Bearcreek Flying           | 8125.25  |
| Bob Cat of Gwinner         | 81.60    |
| City of Fargo              | 28.00    |
| Dakota Supply Group        | 288.50   |
| Dakota Velley Electric     | 262.00   |
| Dickey Rural Communication | 860.56   |
| Don Kapfer                 | 100.00   |
| Fabian Pest Control        | 210.00   |
| Hills Hardware             | 211.52   |
| Information Technology     | 175.85   |
| Interstate Engineering     | 24980.55 |
| Jemco                      | 1831.75  |
| Jones & Kelly Attys        | 2711.02  |
| Kustom Machine             | 1711.02  |
| Lexipol                    | 410.80   |
| Matthew O'Brien            | 968.65   |
| Napa                       | 234.47   |
| NDAAO                      | 50.00    |
| ND Enviro Quality          | 14.56    |
| ND League of Cities        | 1828.00  |
| NDPERS Ins                 | 23192.98 |
| NDPERS Retirement          | 10089.02 |
| Novak Electric             | 356.25   |
| Oakes Enhancement          | 12324.44 |
| Oakes Fire District        | 284.50   |
| Oakes Housing Partners     | 25.00    |
| Oakes Times                | 888.56   |
| Oakes Truck & Trailer      | 259.88   |
| One Call                   | 30.30    |
| Ottertail                  | 9668.13  |
| Parson Electric            | 1667.93  |
| Rods Cleaning              | 80.00    |
| Starion Bank               | 2407.04  |
| Stryker Sales              | 311.58   |
| Sweets & Stories           | 45.04    |
| Tornado Stop               | 4420.85  |
| Verizon                    | 478.22   |
| Visa-city                  | 2546.53  |
| Visa-Library               | 376.03   |
| Vistos                     | 159.84   |
| Waste Management           | 9444.25  |
| West Side Body Shop        | 458.91   |
| Payroll Taxes              | 17024.67 |
| Salaries                   | 75637.90 |

Visitors: Gary Schnell was present to ask if the ditch could be filled in on the property he owns in Outlot T WTL

Addition. Discussion was had with engineers as to why the ditch was created during previous construction projects. Reber will research those projects to determine purpose and need for it. Cindy Bagley has concerns about a property she purchased in Block 15 Original Plat. Her contractors have been unable to find the sewer service line coming in from the sewer main. Engineers will research construction documents and televising recordings to help with the situation. Rebecca Udem requested tourism funds for an upcoming civic health event that will bring in attendees from cities around the state, D Hollingsworth moved, Meehl second to approve request, carried.

Committee Reports: Mayor Sitzler is going to be working on a quote to get electricity to the informational building at the cemetery. D Hollingsworth asked about the water drainage through

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Hockenberry Park and issues with the culvert popping out. Kelly asked about sending a letter to the owners of the old CDI building for demolition, will have City attorney send the letter. He also inquired about grant funding for the stoplight controls; have not been able to find any due to the specific nature of the project. A quote was received from Parsons electric to replace the light pole along highway one that was damaged in a car accident, Kelly moved, D Hollingsworth second, to approve the bid and schedule the replacement, carried. The old sewer jetter truck has not been used in some time and could be sold. Will be put up for sale on bids with a minimum bid of

\$15,000. Vehicles and debris are starting to accumulate around the camper behind City shop, would like to see this area cleaned up. J Hollingsworth spoke about Agtegra's water use from their hydrant and believes they could be using more than we are aware of, need to find a way to meter it. He was contacted by the old CDI building's current owner about doing a controlled burn of the roof, but this is not allowed in city limits. He also let everyone know they were moving the first responder community event to the school parking lot as it is the same night as school sign-up activities. City auditor received a quote to replace the AC units in the four middle offices of the building, will seek a second quote for comparison. Raatz asked if the updated contract with the water treatment plant independent contractor could be signed, they need his help as soon as possible, D Hollingsworth moved, Kelly second, to sign the contract, carried. The two older City pickups are not needed and Raatz would like to see them gone. Kelly moved, D Hollingsworth second, to donate them to the fire department to use for training, carried.

Unfinished Business: Quote was received for a second option for the gym flooring. After discussing both quotes D. Hollingsworth moved, Kelly second to approve bid from Total Home, carried. Will reach out to community groups about donating funds to offset costs. Police Department will review the properties that received notices for clean-up and report back at next meeting to determine next steps.

New Business: First Reading ordinanc-

es 2.0119, 2.0120 regarding nuisance violations and penalties and ordinance 5.0503.1 regarding the number of alcohol licenses allowed in city limits based on population were reviewed. A question was asked about using the Census as the determination of population since it is only completed every 10 years, will clarify with attorney. A request was received to amend the minutes of the May meeting. Johnson provided a summary of the discussion that was referenced in the request. No action was taken due to lack of a motion. J. Hollingsworth moved, Meehl second to grant two-week extension for a camper parked on Lot 2 Blk 1 Titus First Add, carried. The state of library report was received and reviewed. There was some concern about a reduction in the state grant received due to budgeting changes, Johnson will discuss with librarian and library board.

Announcements & Correspondence: Capital Credit Union information and offer were provided, no action taken at this time. Johnson provided information about League of Cities elected officials training that is available. A special council meeting will be held August 4<sup>th</sup> at 5:30 pm to review the preliminary budget for 2027.

D. Hollingsworth moved, Kelly second to adjourn the meeting at 7:50 PM.

Mayor,  
Attest,

Zasha Johnson

(minutes subject to correction and approval at the next regular meeting)

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