

OFFICIAL PROCEEDINGS OF THE
HETTINGER CITY COUNCIL
HETTINGER, NORTH DAKOTA
JUNE 14, 2023

The Hettinger City Council met in regular session at the Hettinger Armory Conference Room with the following present, James Lindquist, Suzie Reuther, and David Parrill.

Mayor Lindquist called the meeting to order at 7:10 AM; ten minutes later than scheduled due to a quorum was not present at the scheduled 7 AM start time.

MAY 10, 2023 MINUTES Council Member Reuther moved to approve the minutes of the regular scheduled meeting. Second by Council Member Parrill and by unanimous vote, motion carried.

AGENDA: Council Member Reuther moved to approve the agenda as amended Second by Council Member Parrill and by unanimous vote. Motion carried.

FINANCIAL STATEMENT: Was Reviewed, it was discussed that the Audit team suggested having the monthly financials approved every meeting, it was decided to approve the quarterly financial statements.

Council Member Fitch arrived in the meeting.

ADAMS COUNTY ROAD SUPERVISOR: Josh Anderson met with the Council to discuss quotes on this year's chip sealing and upcoming City street projects. Mr. Anderson's plan is to chip seal 15 City blocks this summer, and has an estimated quote of \$81k, the Council was in favor of this plan. Mr. Anderson discussed the plan to start work in the Papka Addition as soon as the crew was finished doing work on Overhead Road. Mr. Anderson encouraged the Council to prepare for much needed work on Airport Road and Main Street, as the two are larger scale and should utilize an outside contractor. Mr. Anderson presented a quote for a piece of equipment to help in patching and repairing streets (Durapatcher) from Swanston Equipment. The quote for a new durapatcher is \$99,975.00, two used units were also quoted at the price of \$52k and \$59k. The option to rent is also available. The Council requested the quote be put in the tablets for the budget meeting. Mr. Anderson discussed the chip seal project completion, Elevator Road to Cemetery Road, the cost for the City was \$41,837.00, Mr. Anderson explained Astech Corporation, the Contractor, did excellent work and would like to work with them again. Mr. Anderson informed the Council that the new Road Office Manager could help with mowing this year if needed.

CORRESPONDENCE: Discussion was had on a mailing from the State on the non-compliance of the Jaycees on a 2021 order from the State. Mayor Lindquist will follow up with Duane Engraf on the situation to make sure it has been addressed. City Auditor, Krista Faller requested a change in meeting date for the July meeting due to the Auditor/Treasurer Conference in Bismarck on the same date. The meeting will be held Wednesday July 19th. Council Member Fitch moved to allow the Auditor's Office to pre-pay any regular monthly bills before the later meeting to prevent late charges, second by Council Member Parrill, and by unanimous vote; motion carried.

BID OPENING - HETTINGER HOUSING MOWING: This being the said date and time of the advertised bid for mowing, two bids were available, Mayor Lindquist opened the two bids. C&H Services for \$22/\$24 push/riding mower and Andy Roehl \$40/\$60 push/riding mower. Council Member Parrill moved to approve C&H Services as the 2023 Hettinger Housing mower, second by Council Member Fitch; and by unanimous vote; motion carried.

BID OPENING - HETTINGER CITY LOTS MOWING: This being the said date and time of the advertised bid for mowing, Mayor Lindquist opened the one available bid. Andy Roehl for \$40/\$60 for push/riding mower. After discussion, it was decided to continue utilizing Nathan Nagel, or the new County Road Office Manager to complete the mowing for this year as contract work.

HETTINGER HOUSING: Council Member Parrill informed the Council that this month the Hettinger Housing would be requesting \$3,178.44 to help with this month's bills. The Housing Board has increased the rent to help meet their expenditures. There is still a vacancy on the Board so no appointment is needed for this month.

MAYOR/COUNCIL REPORTS: Mayor Lindquist discussed a couple issues he has been working on with Sheriff Fisher. The Sheriff's department has received several complaints on the costs associated with the City building inspector. In discussion, it was decided that the building inspector fees are based on the International building code fee schedule. Discussion was had on the necessity of having a building inspector. Mayor Lindquist and Sheriff Fisher also questioned the possibility of utilizing the City shop for vehicles that have been confiscated by the Sheriff's Department. Several City and County items are stored in the shop, so the space would be limited and security may also be an issue, as employees need daily access into the building. Mayor Lindquist will contact ACDC to get the monthly meeting minutes for the Council tablets.

BID OPENING REAL PROPERTY: This being the said date and time of the bid opening for real property located at Lot 7 Block 1 Papka's Addition Hettinger City. One bid was available to open, Mayor Lindquist opened the sealed bid from Peter Harrington & Stacie Wellman in the amount of \$5k. Council Member Fitch moved to approve the bid amount of \$5k for the sale of Lot 7 Block 1 in the Papka Addition, second by Council Member Parrill, and by unanimous vote; motion carried. The Auditor will get the deed drafted and complete the sale.

SHERIFF FISHER: met with the Council to discuss his department. Sheriff Fisher is fully staffed and commended his great group of deputies. The Council discussed the City building and discussed the reasons why it would not be the best location as it is not secure and space is limited. Sheriff Fisher still continues to field calls on feral cat complaints and hopes the City ordinance passes, to start working on the issue. Sheriff Fisher worked with Nathan Nagel, public works operator, on the reduced speed signs around the school, hopes is to have the signs up before school resumes this Fall. Sheriff Fisher discussed the ordinance on house numbering, several people have already acknowledged the ordinance and made their homes compliant. Sheriff Fisher wanted the reminder that adding house number creates an easier and quicker response time during an emergency. The Council requested to have the monthly Sheriff reports put in the tablets again.

SALES TAX REPORT: Was reviewed, this month's portion was lower than any other payments in the last two years.

ARMORY MAINTENANCE CUSTODIAN: Trish Schalesky met with the Council to update them on the Armory and the fitness center. This month's fitness center memberships were \$1,620.00. Ms. Schalesky informed the Council that people are dumping their trash in the Armory dumpster. Council Member Reuther witnessed this as well, as she could not fit the trash bag in the dumpster it was so full. A reminder that disposing trash in another's dumpster is actually unlawful, discussion was had on increased security such as cameras will need to be looked into.

ARMORY ROOM LABELING: Council Member Ebert was not in attendance, so this will be discussed next month

USDA COMPLIANCE REVIEW-504 ASSESSMENT WORK: an updated handicap parking sign was ordered, and Nathan Nagel will try and do the patchwork to the street

around the handicap sign. The Council requested the Auditor share the tasks needed completion to see if Mr. Nagel had time to complete any for them, otherwise they will look elsewhere.

KATIE ROSELAND: met with the Council to discuss some recommended changes to the zoning ordinances. The City Planning and Zoning Board met with Ms. Roseland and building inspector, Mel Zent, to review and propose some changes. The changes were to the following:

- addition of rural residential, downtown commercial (DC) district, and Planned Unit development (PUD) or multi use district into the zoning.
- Definition and explanation of convenient storage
- Manufactured home definition of size versus a mobile home
- Definition of garage in size versus how many stalls
- Marijuana definition, tailoring to the City from the Century Code and requirement for possible storage facilities.
- Off-street parking requirements of gravel vs concrete/pavement
- Commercial property lot size decrease of minimum lot size to meet other commercial buildings in town. (12k sq ft. to 7k sq ft)
- Inorganic landscape material
- Addition of requirements, pricing, and permits to define the building inspector
- Building re-location changes and rules when re-locating buildings

Mayor Lindquist discussed his concern on all the regulations the City has. Ms. Roseland discussed the need for regulations to preserve property values. Discussion was had on the need to have the first reading completed next month with the second reading and final passage the next month, if the Council was wishing to move forward with the amendments to their zoning. Discussion was had on the report from the Adams County Record being false, Ms. Roseland informed the Council that she had interviewed with the newspaper and explained the false information. Council Member Parrill moved to approve the amendments recommended by the Planning and Zoning Board, second by Council Reuther, and by unanimous vote; motion carried. The amendments will be on the agenda for the first reading at the July meeting. Ms. Roseland informed the Council to meet State requirements, the County Commission approved a 6% increase to all residential values for the next year.

HETTINGER POOL: is up and running, Council Member Parrill thought it would be a good idea to release this year's \$40k for operational expenses to the School with this month's bills. This will be the second of five payments to the school.

BILLY DOERR & SHANNON HEWSON: with Brosz Engineering met with the Council. Mr. Doerr introduced Mr. Hewson, as he will be working with more municipality work while Mr. Doerr will be working with more County business. Mr. Doerr informed the Council that the County chip seal project including City portions has been completed by Astech Corporation, and informed them to discuss any upcoming projects they may want done as they will be back in the area later in the summer. Council Member Parrill made a motion to request a bid on chip sealing Main Street and Airport Road. This could then be budgeted for an upcoming year or if funds were available one or both could be completed this year. The motion was seconded by Council Member Fitch, and by unanimous vote; motion carried. Billy will work on obtaining quotes for both streets for next month's viewing. A contract was drafted and signed by David Parrill Construction for the much needed drainage on North Main Street, which is planned for this coming Fall. Mr. Doerr has been researching funding options for the new water meter reading system. Funds are available through CDBG, but the scope of the project is unknown if Reeder City plans to participate. It was decided someone should be in attendance at the Reeder City Council meeting to discuss. Council Member Parrill requested Billy help him with measuring and estimating costs to curb and gutter around the City, the two will work together hopefully next week to have numbers available for the July meeting.

CONDITIONAL USE PERMIT-LAST MONTH UNFINISHED BUSINESS: it was decided to table this item until next month for review by the entire Council.

BEER GARDEN PERMITS: Two permits from the Legion for events during this year's 4th of July celebration were reviewed. Council Member Reuther moved to approve the beer garden permits, second by Council Member Parrill, and by unanimous vote; motion carried.

BEER GARDEN PERMITS: Two permits from the Pastime for special events to be held during this year's 4th of July celebration were reviewed. Council Member Fitch moved to approve the beer garden permits, second by Council Member Parrill, and by unanimous vote; motion carried.

REQUEST FOR STREET/BLOCK CLOSURE: from the Pastime Bar to close the Street, 2nd Ave S for the Pastime Steak Fry July 4th from 1 pm to 1 am. Council Member Parrill moved to approve the street closure between the Midway and Pastime Bar, second by Council Member Reuther, and by unanimous vote; motion carried.

WATER METER READING SYSTEM: funding is being researched by Brosz Engineering and scope of project needs to be determined with what Reeder plans to do.

DESIGNATE DEPOSITORIES: Council Member Parrill moved to designate Dacotah Bank and Dakota Western Bank as depositories of the City's public funds. Second by Council Member Reuther, and by unanimous vote; motion carried.

ORDINANCE AMENDMENT 11.0203.1 & 11.0203.2 DEFINITION OF FERAL CAT: Council Member Reuther moved to approve the amendment to City ordinance to clarify a feral cat and disposition of. The motion was seconded by Council Member Parrill, and by unanimous vote; motion carried.

AMENDMENT TO ORDINANCE (JAKE BRAKE INCLUSION): a request was reviewed to amend the noise ordinance to include semi engine brakes (jake brakes). The request is not the first request, as after a request a few years ago, the Chamber did a survey on annoyance of jake brakes, the survey results did not show increased need to eliminate jake brake noise. Discussion was had on several items that could be deemed nuisances, BNSF and airport spray planes were two. Council Member Fitch moved to approve amending the City noise ordinance with the addition of engine brakes (Jake brakes) and installing signs. The motion was seconded by Council Member Parrill, Fitch voted aye, Parrill voted aye, Reuther voted nay, motion passed. The Auditor will work with the City Attorney on the draft for a first reading next month.

NUISANCE PROPERTIES: several notices were sent last month, no new ones were reported. Letters were drafted by Building Inspector, Mel Zent, on three homes that are nuisances or should start the condemnation process. The property located at 810 3rd Ave S (William & Claudia Abbott), 103 8th St S (Jay Skaarvold), and 209 10th St. S (Beatrice Houghton/Dorothy Becker). Council Member Reuther moved to have Mr. Zent follow the timeline and send the letters out to the owners, second by Council Member Parrill, and by unanimous vote; motion carried.

2024 BUDGET MEETING: the City 2024 budget meeting was scheduled for July 31, 2023 – 5 PM in the Adams County Courthouse 3rd floor Conference Room.

BILLS: Council Member Parrill moved to approve the paying of bills, including the addition of payment to Hettinger Housing \$3,178.44, Hettinger School \$40,000.00, and Midwest Doors \$4,533.92. Second by Council Member Reuther, and by unanimous vote, Motion carried. #16155 James Lindquist \$369.40; #16156 Carl Ebert \$277.05; #16157 LeAnn Fitch \$277.05; #16158 David Parrill \$277.05; #16159 Suzanne Reuther \$277.05; #16160 Trisha Schalesky \$2,000.00; #16161 Cooperative Legal Services PLLC \$225.00; #16162 Adams County Treasurer \$1,599.51; #16163 City of Hettinger \$76.81; #16164 Midwest Door of Dickinson, Inc \$4,533.92; #16165 Suzanne Reuther \$34.75;

#16166 Southwest Grain \$270.60; #16167 Van Diest Supply Company \$1,872.50; #16168 Consolidated Telcom \$147.67; #16169 Dakota Dust-Tex, Inc \$51.50; #16170 J.P. Morgan Chase Bank NA \$87.40; #16171 Runnings Supply, Inc. \$6.49; ; #16172 Dakota Buttes Historical Society \$482.72; #16173 Dakota Buttes Visitors Council \$482.72; #16174 Farmer's Union Service Association \$4,816.00; #16175 Mark Faller \$45.00; #16176 Liz Hallen \$45.00; #16177 Christi Schmitz \$45.00; #17178 Darin Seamands \$45.00; #16179 Craig Tuhy \$45.00; #16180 AgPro Machinery Sales & Service \$123.99; #16181 Diamond Vogel, Inc \$2,652.80; #16182 Normont Equipment Co. \$639.19; #16183 Southwest Water Authority \$22,240.26; #16184 Verizon Wireless \$42.37; #16185 Thrifty White Drug \$9.96; #16186 U.S. Postal Service \$200.00; #16187 ND Rural Water Systems Association \$260.00; #16188 ND Dept of Health \$50.00; #16189 ND One Call \$74.10; #16190 USABlueBook \$491.95; #16191 JK Excavation & Construction, Inc \$4,500.00; #16192 Hettinger Housing Authority \$3,178.44; #16193 Hettinger Public School \$40,000.00; #16194 RDO Equipment Co-Dickinson \$25,625.00; #16195 Adams County Treasurer \$11,083.67; #16196 Adams County Treasurer \$50,926.30; #16197 City of Hettinger \$1,068.00; #16198 Montana Dakota Utilities \$3,925.14

MOWING CITY LOTS BID: After more discussion on the amount of the bid request and the ability to utilize County and contract work, Council Member Reuther moved to reject the one bid, second by Council Member Parrill, and by unanimous vote; motion carried.

ADJOURN: Council Member Parrill moved to adjourn the meeting. The motion was seconded by Council Member Fitch, Mayor Lindquist declared the meeting adjourned 10:24 am.

James Lindquist, Mayor

Attest:

Krista Faller, City Auditor