

LEGALS >>

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Benefits \$45.50; #93183 Eido Printing \$80.00; #93184 Quadiant Finance USA, Inc \$7.25; #93185 Marco Technologies LLC \$322.83; #93186 Computer Express \$16,470.00; #9387 Southwest Multi-County Correction Center \$5,415.00; #93188 Blue Shield Tactical Systems \$700.00; #93189 Relentless LLC \$699.00; #93190 AT & T Mobility \$587.58; #93191 Fibt Att: Credit Dept \$2,788.00; #93192 Cenex Fleet Fueling \$1,720.36; #93193 Safe Life Defense \$975.50; #93194 The Boom Closet LLC \$3,406.21; #93195 Michele Gaylord \$23.80; #93196 NDEMA \$50.00; #93197 ND Township Officers Association \$2,200.00; #93198 Brosz Engineering, Inc \$13,140.00; #93199 Linde Gas & Equipment Inc \$193.54; #93200 Bucyrus City \$89.44; #93201 Haynes City \$101.73; #93202 Hettinger City \$5,754.04; #93203 Reeder City \$527.11; #93204 Hettinger City \$505.00; #93205 SW Grain - Hettinger \$3,396.20; #93206 Southwest Water Authority \$77.63; #93207 Newman Signs Inc 234.21; #93208 True North Steel \$151.81; #93209 Butler Machinery Co. \$3,128.25; #93210 Laufer Vermeer \$703.78; #93211 RDO Equipment \$1,030.29; #93212 Stippich Inc \$22.75; #93213 West Plains \$4,744.74; #93214 Melodi Boke \$25.00; #93215 The Current Connection \$249.95; #93216 Hettinger Chamber of Commerce \$50.00; #93217 Baker & Taylor \$20.53; #93218 Barnes & Noble Booksellers \$333.45; #93219 Capital One \$71.22; #93220 Center Point Publishing \$49.14; #93221 Demco \$459.89; #93222 Linae Kristy \$130.00; #93223 Mid American Books \$628.80; #93224 West Shore Services \$3,870.00; #93225 ND State Treasurer \$6,025.44; #93226 Consolidated Communications \$1,428.72; #93227 Drolc Electric \$1,657.28; #93228 GS Publishing \$1,657.28; #93229 Hettinger City \$289.82; #93230 Information Technology Dept \$1,032.70; #93231 Montana Dakota Utilities \$6,127.97; #93232 Runnings Supply, Inc \$684.45; #93233 Salamander Technologies, LLC \$720.00; #93234 Slope Electric Cooperative \$194.25; #93235 Verizon Wireless \$85.08; #93236 Office of Attorney General - 1250 \$220.00; #93237 Dacotah Paper #255.33; February Payroll \$79,005.02
Commissioner West moved to adjourn the meeting, second by Commissioner Pagel; Chairman Laufer declared the Dustin Laufer, Chairman Board of County Commissioners
ATTEST:
Krista Faller,
Adams County Auditor/Treasurer

Pub. April 17, 2025

CITY OF HETTINGER

Council Proceedings

Minutes published prior to
Governing Body's
Review & Revision
OFFICIAL PROCEEDINGS
OF THE
HETTINGER CITY
COUNCIL
HETTINGER,
NORTH DAKOTA
APRIL 9, 2025

The Hettinger City Council met in regular session at the Hettinger Armory Conference Room with the following present: Mayor James Lindquist, Michele Gaylord, Randy Burwick, Carl Ebert and David Parrill
Mayor Lindquist called the meeting to order at 7:00 AM
MARCH 12, 2025 MINUTES
Council Member Burwick moved to approve the minutes of the regular scheduled meeting, Second by Council Member Gaylord and by unanimous vote, motion carried.
MARCH 28, 2025 MINUTES
Council Member Parrill moved

to approve the minutes of the special meeting, Second by Council Member Burwick and by unanimous vote, motion carried.
AGENDA: Council Member Parrill moved to approve the agenda as amended, Second by Council Member Ebert and by unanimous vote, motion carried.
FINANCIAL STATEMENT: Was Reviewed, Council Member Parrill moved to approve the financials, second by Council Member Gaylord, and by unanimous vote, motion carried.
CORRESPONDENCE: A joint meeting with the Adams Co Commissioners was discussed, the Commission met and requested the third week of June as a possibility. Tuesday June 17th at 5 pm in the Community Room of the Adams County Courthouse, with a tentative date of Monday the 16th. The Alley of the Post Office is getting bad, it might be possible to piggy back this with the contractors in the area doing other work. Readi Tech Engineering will be in the area this summer to complete a fiber optic telecommunications project along Highway 12 in Hettinger. An advertisement for mowing ordinance/nuisances was created and reviewed. Council member Ebert moved to approve the advertisement, second by Council Member Parrill, and by unanimous vote; motion carried.
National Weather Service week is the last week of the month. A severe weather informational meeting will be held Monday and a tornado drill that week, this will all be advertised to the community.
CARRIE JAHNER: was in attendance at the meeting and introduced herself as the new ACDC/Chamber Assistant. The Council thanked her for being in attendance.
MAYOR/COUNCIL REPORTING: Council Member Ebert was informed of several potholes needing filled in Stippich Addition; Lonnie Stippich informed him they were getting bad.
SALES TAX REPORT: Was reviewed.
BID OPENING-HETTINGER HOUSING AND CITY LOTS: Mayor Lindquist opened the one bid for mowing city owned lots, the bid from Alan Vietz and was for \$20 per hour utilizing a push mower or riding mower. One bid was submitted for the Hettinger Housing mowing, the bid was from Alan Vietz for \$20 per hour for push or riding mowing. Council Member Parrill moved to approve the bid from Alan Vietz for both City lots and Hettinger Housing, second by Council Member Burwick, and by unanimous vote; motion carried.
ACDC UPDATES: Council Member Gaylord updated the Council on some grants that have been submitted and the timelines held to the grants. Mayor Lindquist discussed a couple ideas he thought up. ACDC/Chamber Director, Rebecca Ferderer wrote a couple grants, the one being a grant to purchase the building. Andy Roehl is still really wanting to purchase the building for the expansion of Graphic Attic. Council Member Gaylord requested possibly selling the building outright to Mr. Roehl. Discussion was had about when the grant would be available, this date was not known. Mr. Roehl is hoping to expand the business and is being held up on his ordering and expansion plans. Discussion was had on options the city would have, selling the building with the addition of the first right of refusal again. Kevin Pagel, Adams County Commissioner, and also on the ACDC board, was in attendance for the discussion and shared information that he has from ACDC meetings. The city discussed starting a request for proposal for the sale of the building. Andy Roehl joined the meeting for any discussions, Mayor Lindquist invited Andy to discuss the options. Mr. Roehl shared his concerns on the growth of his building and the time crunch on shipping equipment for expansion and deadlines for his additional orders he has taken on. Mr. Roehl discussed even hoping to have some sort of commitment from the City or ACDC to be able to obtain the loan to

get the equipment ordered.
2025 EQUALIZATION HEARING: This being the date set for equalization of the 2025 assessments, Mayor Lindquist called the Council into session as a Board of Equalization at 8:00 AM. Katie Roseland, Adams County Director of Tax Equalization was present for the hearing and explained changes to values, comparisons from last year, and the assessment book for Hettinger City. Ms. Roseland discussed the value is down from last year and discussed the couple reasons for this. Council Member Parrill moved to approve the values as presented and recommended by Tax Director, Katie Roseland, second by Council Member Gaylord and by unanimous vote; motion carried. The Hearing was closed at 8:06 am.
ARMORY MAINTENANCE CUSTODIAN: Fitness Center membership money brought last month was \$2,020.00. Ms. Schalesky discussed a recall on a piece of fitness center equipment, and a repair kit will be sent out. Mayor Lindquist and Council Member Gaylord along with Ms. Schalesky completed an assessment of security camera needs. Connection Church has started using the room they rented for the next couple months, keys needed to be made so they had easier access. A quote from Computer Express for the purchase of a laptop or desktop for Ms. Schalesky's office. Two quotes were obtained for new camera system in the Armory, one from New Vision for cameras was \$10,500 and one from Computer Express was \$6,975. Council Member Parrill moved to approve the purchase of a desktop in the amount of \$1,759, second by Council Member Gaylord, and by unanimous vote; motion carried.
ALAN SLATER: met with the Council to discuss the application for beer-wine, no offsale license. Mr. Slater discussed the old Carmel Cleaner building and wondered how to go about adding handicap parking to the front of the building. Suzie's LLC will be located in the building and would like to have a handicap sign up at the corner. Mr. Slater also questioned the reason the city is making Suzie's LLC remove the AC unit from the sidewalk South of the building. Mr. Slater discussed the city has benches, garbage cans, etc. along sidewalks in town. Katie Roseland discussed the topic with the reasons why the AC unit should be removed, and options the city had. The City Council would be liable for any possible injuries that having the unit there could cause. Mr. Slater discussed garbage cans, and the posts located outside the old Lyles Western Wear building, and requested the Council be fair with everyone in the community. Mr. Slater will work with Drolc Electric on getting the unit moved.
ADAMS COUNTY ROAD SUPERINTENDENT: Justin Blade met with the Council to discuss a few topics. The branch site has been open for about a week and the dumpster is already full. The Council will need to decide if they need to just have it back to a grass site and no longer accept branches due to the continuous abuse. Mr. Blade can order signs stating, "no contractor use" Cameras could also be purchased and put up. A solar trail camera could be purchased. Council Member Gaylord moved to approve a camera for the site at no more than \$250, second by Council Member Parrill, and by unanimous vote; motion carried. Alley way needs and street pothole needs were discussed, street sweeping will be starting soon as well. Discussion was had on the request for a handicap parking spot in front of the new Suzie's LLC, Council Member Ebert moved to allow Suzie's LLC to put the sign up at the expense of Suzie's LLC, second by Council Member Gaylord, and by unanimous vote; motion carried.
HETTINGER HOUSING: Council Member Parrill provided an update. Flooring bid from CC Flooring for \$9,500 for the new flooring of the empty 3-bedroom apartment. Painting is

being completed right now, but the City will need help with the cost. Council Member Burwick moved to approve the project, second by Council Member Ebert, and by unanimous vote; motion carried.
CURB AND GUTTER INITIATIVE PROGRAM: tackling the alley West of the school is one plan for this summer as some wrap-up of the Armory building.
USDA COMPLIANCE: Work continues with Brad Guthrie and Brad Robinson in the Armory. Doorknobs are completed, the flooring and trim work in the office has been completed. Discussion was had on the need to request monthly labor work. Outside building numbers are needed, as well as room labeling. Council Member Ebert moved to approve the Auditor purchase the outside building number sign, second by Council Member Gaylord and by unanimous vote; motion carried.
BROSZ ENGINEERING: Shannon Hewson met with the Council to discuss a Par grant (80-20 cost share) to camera sewer mains and get an infrastructure inventory. Council Member Parrill moved to approve applying for the Par grant, second by Council Member Burwick, and by unanimous vote; motion carried. Mr. Hewson will work with the Auditor's office on any information needed to submit the grant.
SECOND READING & FINAL PASSAGE-ORDINANCE GRASS CLIPPING SITE AMENDMENT: Mayor Lindquist read the ordinance. Council Member Parrill moved to approve the second reading and adopt as final passage of the ordinance, second by Council Member Ebert, and by unanimous vote; motion carried. Mayor Lindquist declared the approved final passage of Ordinance. The Ordinance reads as follows:
ORDINANCE NO. 2025-AN ORDINANCE ENACTING SECTION 3.020 OF THE CITY CODE OF THE CITY OF HETTINGER, NORTH DAKOTA, RELATING TO GRASS CLIPPINGS AND TREE BRANCH DISPOSAL BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HETTINGER, NORTH DAKOTA, AS FOLLOWS:
Section 1: Section 3.020 entitled "Lawn Clipping and Tree Branch Disposal Site" is hereby amended and re-enacted as follows:
3.020 ___Lawn Clipping and Tree Branch Disposal Site
The Hettinger City Council may from time to time designate certain sites within or around the City of Hettinger which shall be used as a designated space for citizens of the City of Hettinger may use to dispose of their lawn clippings and tree branches. Materials which may be deposited at the site include grass clippings and tree branches measuring no more than 6 inches in diameter.
The only persons allowed to use the Site are residents of the City of Hettinger, depositing materials from their own residence.
Section 2: Repeat of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.
Section 3: Severability. In the event any section of this Ordinance is held invalid by a court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.
Section 4: Effective Date. This Ordinance shall be in full force and effect from and after final passage.
CITY OF HETTINGER
James Lindquist, Mayor
Hettinger City Council
ATTEST:
Krista Faller City Auditor
SECOND READING & FINAL PASSAGE-ORDINANCE AMENDMENT TO KEEPING OF CHICKENS: Mayor Lindquist read the Ordinance. Council Member Ebert moved to approve the second reading and adopt as final passage of the ordinance, second by Council Member Burwick, and by unanimous vote; motion carried.

Mayor Lindquist declared the approved final passage of Ordinance. The Ordinance reads as follows:
ORDINANCE NO. 2 0 2 5 - 01
AN ORDINANCE AMENDING SECTION 11.0301 OF THE CITY CODE OF THE CITY OF HETTINGER, NORTH DAKOTA, RELATING TO KEEPING OF CHICKENS
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HETTINGER, NORTH DAKOTA, AS FOLLOWS:
Section 1: Section 11.0301 entitled "Keeping of Chickens" is hereby amended as follows:
11.0301 - Keeping of Chickens
(1) Chickens permitted. It is unlawful for any person to own, control, keep, maintain or harbor chickens on any premises within the City unless issued a permit to do so as provided in this section. No permit shall be issued for the keeping or harboring of more than six (6) female chickens or hens on any premises. The keeping or harboring of male chickens or roosters is prohibited.
(2) Definitions. For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.
"CHICKEN" means a female chicken or hen.
"AT LARGE" means a chicken out of its chicken run, off the premises or not under the custody and control of the owner.
"CHICKEN COOP" means a structure for housing chickens made of wood or other similar materials that provides shelter from the elements.
"CHICKEN RUN" means an enclosed outside yard for keeping chickens.
"PERSON" means the resident, property owner, custodian, or keeper of any chicken.
"PREMISES/ PROPOSED USE" means any platted lot or group of contiguous lots, parcels, or tracts of land and is located within the city.
(3) Permit. No person shall maintain a chicken coop and/or chicken run unless granted a permit by the Hettinger City Council. The Hettinger City Council is authorized to issue a maximum of ten (10) permits annually for the keeping of chickens. The permit shall be subject to all the terms and conditions of this section and any additional conditions deemed necessary by the Hettinger City Council to protect the public health, safety and welfare. The necessary permit application may be obtained from the City Auditor's office. Included with the completed application must be a scaled diagram that indicates the location of any chicken coop and / or chicken run, and the approximate size and distance from the adjoining structures and property lines, the number and species of chickens to be maintained at the premises, and a statement that the applicant/permittee will at all time keep the chickens in accordance with this ordinance and all the conditions prescribed by the Hettinger City Council, or modification thereof, and failure to obey such conditions will constitute a violation of the provisions of this section and grounds for cancellation of the permit. The applicant shall include written consents/approval from all property owners owning real property within 300 feet of the boundary of the property listed in the permit application. If proof of written consent/approval from all affected Owners is not submitted along with the application, the applicant shall provide proof of the certified mailing to all property owners within 300 feet of the boundary of the proposed use that do not provide their consent or approval... Certified mailing(s) shall advise the property owner(s) the applicant is applying for a permit from the City of Hettinger for the keeping of chickens on their premises... The Certified mailing shall further notify the property owners that they may object to the applicant's permit application, provided that any objection must be received by the Hettinger City Auditor within 10 days of the mailing date of said notice and failure to provide written objections to the Hettinger City Auditor within 10

days of the mailing of said notice will authorize the Hettinger City Council to issue a permit for the keeping of chickens to the applicant at their premises. Upon receipt of a permit application, Hettinger City Council shall determine if the application is complete and contains the required consents/approvals and/or proof of the certified mailing of the required notices. If the application is complete and includes written consents/approval from all property owners within 300 feet of the boundary of the proposed use, the Hettinger City Council shall issue a permit for the keeping of chickens to the applicant. at the next City Council meeting upon receipt of the completed application, unless the Hettinger City Council receives a written objection from a property owner objecting to the applicant's application for the keeping of chickens, in which case no permit shall be issued. No permit shall be issued for an incomplete application or for the keeping of chickens on any rental premises. A permit for the keeping of chickens may be revoked or suspended by the Adams County Sheriff for any violation of this section following written notice. The applicant/permittee may appeal the revocation or suspension of their permit by requesting in writing a hearing before the city council within seven (7) days of the notice of revocation or suspension. The request for hearing must be either postmarked or received in the city Auditor's Office within seven (7) days of the date of the notice. The city council shall hold a hearing on the applicant/permittee's request for hearing within thirty (30) days of request for hearing. An annual fee will be set by resolution.
(4) Confinement. Every person who owns, controls, keeps, maintains, or harbors chickens must keep them confined at all times in a chicken coop and chicken run and may not allow the chickens to run at large. Any chicken coop and chicken run shall be at least six (6) feet from any residential structure or any other structures on any adjacent premises.
(5) Chicken Coops and Chicken Runs.
(a) All Chicken coops and chicken runs must be located within the rear yard subject to a twenty (20) foot setback from any adjacent premises and be at least six (6) feet from any residential structure or dwelling or any other structures or dwellings on any adjacent premises. All chicken coops must be a minimum of four (4) square feet per chicken in size. All new chicken coops must be a minimum of four (4) square feet per chicken in size, must not exceed ten (10) square feet per chicken in size, and must not exceed eight (8) feet in total height. Attached fenced-in chicken runs must not exceed twenty-four (24) square feet and fencing must not exceed six (6) feet in total height. Chicken runs may be enclosed with wood and/or woven wire material and may allow chickens contact with the ground. Chicken feed must be kept in metal predator proof containers. Chicken manure may be placed in yard compost piles.
(b) All new chicken coops must either be:
(i) Elevated with a clear open space of at least twenty-four (24) inches between the ground surface and framing/floor of the coop; or,
(ii) The coop floor, foundation and footings must be constructed using rodent resistant construction.
(c) Chicken coops are not allowed to be located in any part of a home and /or attached garage.
(d) Chickens must be secured in a chicken coop from sunset to sunrise each day.
(6) Conditions and Inspections. No person who owns, controls, keeps, maintains, or harbors chickens shall permit the premises, whether the chickens are kept, to be or remain in an unhealthy, unsanitary or noxious condition or to permit the premises to be in such condition that noxious odors are carried to adjacent public or private property.