

MINUTES OF REGULAR MEETING
MADDOCK CITY COUNCIL
May 13, 2025

A regular meeting of the Maddock City Council was held May 13, 2025. Mayor Sarah Dove called the meeting to order at 7 p.m. at city hall. Present for roll call were council members Bradley Hermanson, Jamie Wentz, Dusty Pierson and Teresa Dosch. Also in attendance were Jamie Green, Keith Winson and Leah McCarthy.

A motion was made by Hermanson, seconded by Pierson, to approve the minutes from the April 8, 2025 regular meeting and the April 23, 2025 special meeting. All voting yes, the motion carried.

A motion was made by Hermanson, seconded by Dosch, to approve the following bills. All voting yes, the motion carried.

Wages	\$5,899.58
BC Farmers Press	152.25
BC Sheriff's Dept.	600.00
Border States Electric ...	849.22
Butler	99.13
CenDak	229.13
Double M Sanitation	6,000.00
GF Utility Billing	26.00
Lakeside Lock & Key	2,542.77
Maddock Opera House .	200.00
Mid-Land Excavating,	
Inc.	2,485.30
MRES	200.00
NAPA	225.26
ND Dept. of Environ.	20.39
Northern Plains Elec.	4,135.00
Quill	147.22
Rath & Mehrer	9,000.00
Vestli's	159.90
VISA	29.21

Western Area Power
Admin

Admin	7,175.35
Valll	25.00
BCBS	4,423.40
NDPERS	2,343.94
Northern Plains Elec.	24,288.95
ND Telephone Co.	468.35

Keith Winson's Report --
• Reported that the NDDOT installed LED streetlights on Western Avenue.
• He notified the council of a water main valve failure on Western Avenue. Mid-Land Excavating was called in to complete the repair.
Jamie Green's Report --
• Traveled to Minot to have the mosquito spray system calibrated.
• Purchased mosquito spray for the upcoming mosquito control efforts.
Pam Lee's Report --
• Recommended hiring part-time summer office help.
• June council meeting date change to June 17.

A motion was made by Hermanson, seconded by Wentz, to hire McKenzie Melaas for part-time summer office help. All voting yes, the motion carried.

The council members each gave a portfolio report.

The tree committee has successfully completed two grant applications for tree planting projects scheduled for the spring of 2026.

CenDak Co-op is planning a curb and gutter project on 1st Street near the grain bins.

A motion was made by Pierson, seconded by Dosch, to approve the

first reading of Ordinance 11.0301 -- Keeping Chickens Within City Limits. All voting yes, the motion carried.

ARTICLE 3 -- Chickens
11.0301 Purpose

The purpose of this ordinance is to allow the keeping of domestic hens for personal, non-commercial use while ensuring the health, safety and welfare of residents and minimizing potential nuisances. The keeping of chickens should not impact neighboring properties.

11.0302 Definitions

- Chicken: A domesticated bird of the species Gallus gallus domesticus.
- Hen: A female chicken.
- Rooster: A male chicken.
- Coop: A fully enclosed structure used to house hens.

- Run: A fenced outdoor area attached to the coop allowing hens to roam safely.
- Owner: Any person keeping or harboring hens.

11.0303 Permitted Use

- (a) Up to four (4) hens may be kept on any residential property within city limits.
- (b) Roosters are strictly prohibited within city limits due to noise concerns.
- (c) Hens shall be kept for personal use only; commercial use (e.g. egg sales) is prohibited.
- (d) No slaughtering is allowed within city limits.

11.0304 Permit Requirements

- (a) Residents must obtain a chicken-keeping permit from the city auditor prior to acquiring hens.
- (b) Permit applications must include:

- Site plan showing location of coop and run in relation to property lines and neighboring structures
- Description of coop/run design and materials
- A signed agreement to comply with all terms of this ordinance

- (c) An initial application fee of \$20 is due at the time of application.
- (d) Permits are valid for one (1) calendar year and must be renewed annually in May during the pet clinic. Renewal fee:\$15.
- (e) Permits are non-transferable between property owners or locations.

11.0305 Coop and Run Requirements

- (a) Coops and runs must be located only in the rear yard and must be at least:

- 10 feet from the property line
- 25 feet from any neighboring residence

- Chickens shall not be kept inside the residence or garage
- (b) The coop must:

- Be predator-proof, weatherproof, and well-ventilated
- Provide at least four square feet of space per hen inside the coop
- Be kept in good repair and sanitary condition at all times
- (c) The run must:

- Provide at least 10 square feet per hen
- Be fully enclosed to prevent escape and deter predators

11.0306 Sanitation and Waste Disposal

- (a) The coop and surrounding area must be cleaned regularly to prevent

odors, pests, and accumulation of waste.

- (b) Chicken excrement shall be removed at least weekly and either:
- Composted properly, or
- Doubled in sealed bags and disposed of with household waste

- (c) Owners shall use odor-control methods such as carbon-based bedding (e.g., straw, wood shavings).
- (d) Water and feed must be kept in spill-proof containers and stored securely to avoid attracting pests.

11.0307 Chickens Running at Large

- (a) Hens shall be confined at all times within the permitted coop and run.
- (b) Chickens found at large:

- Are declared a public nuisance and may be impounded by the city
- If not claimed within 48 hours, or if repeated violations occur, birds may be rehomed or humanely euthanized at the city's discretion
- May result in the issuance of citations or permit revocation

- (c) Owners are responsible for all costs associated with retrieval or disposal of chickens at large. The amount will not exceed \$50 per bird.

11.0308 Penalty

Any person who violates the provisions of this article for which a specific penalty is not otherwise provided shall be guilty of an infraction for which the maximum penalty is a fine of five hundred dollars (\$500). The owner of any animal impounded pursuant to the provisions of this article shall pay all costs and charges assessed for such impoundment before such animal may be released to the owner.

A motion was made by Dosch, seconded by Hermanson, to amend chapter 11, Article 1, Section 11.0107 by removing the reference to chickens. All voting yes, the motion carried.

There were four building permits presented as follows:

1. Rod & Lori Maddock -- new siding and basement windows.
2. Dave Swanson/Sunrise Apartments -- concrete pad on east side of building.
3. St. Williams Catholic Church -- drain lines for sump pumps.
4. Arland Hakanson -- wheelchair ramp.

A motion was made by Pierson, seconded by Wentz, to approve all building permits. All voting yes, the motion carried.

A motion was made by Pierson, seconded by Hakanson, to approve a gaming permit for the Rural Renaissance Festival. All voting yes, the motion carried.

A motion was made by Hermanson, seconded by Wentz, to approve a special event permit for the North Star Community Credit Union's 85th anniversary street dance, scheduled June 6, 2025. All voting yes, the motion carried.

The meeting adjourned at 8:36 p.m. The next council meeting will be Tuesday, June 17, 2025.

Pamela Lee
City Auditor

Sarah Dove
Mayor

MINUTES OF REGULAR MEETING
WARWICK CITY COUNCIL
September 23, 2024

A regular meeting of the Warwick City Council was called to order Sept. 23, 2024 at 6:39 p.m. Roll call: Heather Skadsem, Kelly Gannon, Krystal Caldwell, Jeremy Fazekas; City Auditor Lynn Green. Others: Angie Brandt, Cory Christofferson, Matt Eversvik, Tony Starkey.

Krystal Caldwell made a motion to approve minutes from Aug. 19, 2024. Jeremy Fazekas seconded; the motion carried.

New Business -- Midwest Assistance update; 2019 audit.

Old Business -- Angie Brandt, representing Warwick Public School, requested lease options with the city to develop a baseball diamond for use to the school. Discussion was held.

Darrell's Bar -- A motion was made by Kelly Gannon to contact ATF to address state compliance. Jeremy Fazekas seconded; the motion carried.

Krystal Caldwell made a motion to split eight loads of gravel with the school for a total of \$3,256 or \$1,628 each. Jeremy Fazekas seconded; the motion carried.

Jeremy Fazekas motioned to buy eight loads of gravel from Ebach Construction. Krystal Caldwell seconded; the motion carried.

A motion to pay bills was made by Krystal Caldwell, seconded by Kelly Gannon; the motion carried.

Barry Geske	\$450.00
Beatrice Green	588.12
Blue Water Consulting ..	854.06
Chem Lab	183.52
GF Utility Billing	26.00
Hawkins	487.60

ND League of Cities	
-- Course 1 Auditor	30.00
ND Telephone Co.	64.81
Otter Tail Power Co.	80.58
Roger Yankton Sr.	570.00
WM	1,987.46
Total	\$5,322.15

Krystal Caldwell motioned to adjourn at 8:15 p.m. Jeremy Fazekas seconded; the motion carried.

Next regular meeting is scheduled for Oct. 21, 2024 at 6:30 p.m.

Lynn Green
City Auditor

MINUTES OF REGULAR MEETING
WARWICK CITY COUNCIL
October 21, 2024

A regular meeting of the Warwick City Council was called to order Oct. 21, 2024 at 6:37 p.m. Roll call: Heather Skadsem, Kelly Gannon, Krystal Caldwell, Jeremy Fazekas; City Auditor Lynn Green.

Jeremy Fazekas made a motion to approve the agenda, seconded by Kelly Gannon; the motion carried.

Krystal Caldwell made a motion to approve minutes for Sept. 23, 2024. Jeremy Fazekas seconded; the motion carried.

New Business -- Christofferson property, special assessment, snow removal, publish bid request in Farmer's Press, new meeting location, request to move to school to accommodate general public attendance.

A motion was made by Krystal

Caldwell to allow the general public up to three minutes, seconded by Kelly Gannon; the motion carried.

Old Business -- Darrell's Bar, rural water/smoke testing, audit update.

A motion to pay bills was made by Krystal Caldwell, seconded by Kelly Gannon; the motion carried.

AE2S	\$500.00
American General	
Contracting	655.00
Beatrice Green	470.00
Blue Water Consulting ..	582.03
Chem Lab	183.52
GF Utility Billing	26.00
Hawkins	1,031.20
ND Telephone Co.	63.90
Otter Tail Power Co.	73.69
Roger Yankton Sr.	570.00
WM	1,800.00
Total	\$5,955.34

Krystal Caldwell motioned to adjourn at 7:40 p.m. Jeremy Fazekas seconded; the motion carried.

Next regular meeting is scheduled for Nov. 18, 2024 at 6:30 p.m. at the new location, Warwick Public School.

Lynn Green
City Auditor

MINUTES OF REGULAR MEETING
WARWICK CITY COUNCIL
November 18, 2024

A regular meeting of the Warwick City Council was called to order Nov. 18, 2024 at 6:49 p.m. Roll call: Heather Skadsem, Kelly Gannon, Krystal Caldwell, Jeremy Fazekas.

Jeremy Fazekas made a motion to approve the agenda, seconded by Kelly Gannon; the motion carried.

Krystal Caldwell made a motion to approve minutes for Oct. 21, 2024. Jeremy Fazekas seconded; the motion carried.

Old Business -- Audit/maps update. A motion to table until the next meeting was made by Kelly Gannon, seconded by Jeremy Fazekas. The motion carried.

Krystal Caldwell motioned to pay bills. Jeremy Fazekas seconded; the motion carried.

Barry Geske	\$185.00
Beatrice Green	470.00
BC Farmers Press	45.57
GF Utility Billing	52.46
ND Telephone Co.	63.90
Otter Tail Power Co.	607.17
RJ Yankton	625.70
Waste Management	1,329.00
Total	\$3,378.80

New Business -- Special assessments on past due residential utilities. Discussion was held.

City Attorney: A motion was made by Jeremy Fazekas to retain Yunker Law Firm as the city attorney, seconded by Krystal Caldwell; the motion carried.

Kelly Gannon motioned to adjourn at 7:30 p.m. Jeremy Fazekas seconded; the motion carried.

Next regular meeting is scheduled for Dec. 23, 2024 at 6 p.m. at the new location, Warwick Public School.

Lynn Green
Auditor

MINUTES OF REGULAR MEETING
WARWICK CITY COUNCIL
December 23, 2024

A regular meeting of the Warwick City Council was called to order Dec. 23, 2024 at 6:16 p.m. Roll call:

Heather Skadsem, Kelly Gannon, Krystal Caldwell, Jeremy Fazekas; City Auditor Lynn Green. Others: Jim Olsen.

Jeremy Fazekas made a motion to approve the agenda, seconded by Krystal Caldwell; the motion carried.

Kelly Gannon made a motion to approve minutes for Nov. 18, 2024. Krystal Caldwell seconded; the motion carried.

Old Business -- Audit/maps update.

Krystal Caldwell motioned to pay bills; Kelly Gannon seconded. The motion carried.

AE2S	\$344.25
Beatrice Green	440.00
Benson Co. -- Tax	28.48
Butler	933.01
Ebach	1,628.00
BC Farmers Press	120.57
GF Utilities	26.92
Hawkins	507.60
ND Telephone Co.	64.80
Ohnstad Electric	108.33
Otter Tail Power Co.	640.69
Rodney Skadsem	240.00
Roger Yankton Jr.	540.00
WM	1,795.98
Total	\$7,418.63

A motion for a transfer of funds from the Bank of ND to Western State Bank to continue with operations in the amount of \$17, 804.31 was made by Kelly Gannon, seconded by Jeremy Fazekas. The motion carried.

New Business -- Snow removal for upcoming winter. A motion was made by Jeremy Fazekas to accept the snow removal bid from Rodney Skadsem, seconded by Krystal Caldwell. The motion carried.

Special assessments on past due residential utilities. Discussion was held with a March 30, 2025 deadline to produce a list of residents to forward to Benson County.

Water projects update with Jim Olsen, state of ND Infrastructure Grant; discussion took place.

A motion was made by Krystal Caldwell to use the full ND State Infrastructure Grant award in the amount of \$7804.31 and pay American General Contractors on the work done to the water pump house, seconded by Jeremy Fazekas. The motion carried.

Kelly Gannon motioned to adjourn at 7:17 p.m., Jeremy Fazekas seconded; the motion carried.

Next regular meeting is scheduled for Jan. 20, 2025 at 6 p.m. at the new location, Warwick Public School.

Lynn Green
City Auditor

Express your gratitude
with a card of thanks in
the Farmers Press!
Only 10 cents per word.

ADVERTISEMENT FOR BIDS

THE PROJECT

Misc. Projects: Sinks, Eyewashes, & Ceiling
Four Winds Middle School Fort Totten, ND

1.02 THE OWNER (HEREINAFTER REFERRED TO AS OWNER)

Four Winds Schools, 7268 Hwy. 57 West, Fort Totten, ND 58335

1.03 DATE: June, 2025

1.04 TO: POTENTIAL BIDDERS

A. Sealed SINGLE BASE BID will be received for ALL WORK for the above referenced project.

B. All Bids will be received by the Martin Mechanical for the Owner until **2 p.m. Central Standard Time on June 19, 2025.**

1. Bids shall be delivered before the time and date above to:

**Martin Mechanical Design
1201 25th Ave North
Fargo, ND 58102
Attention Mr. Steven Reinhold.**

Bids will be publicly opened and read aloud. Emailed bids are allowed and are to be sent to sreinfeld@martinmech.com. Telephone and Fax Bids will not be allowed.

2. The Engineer assumes no responsibility for receiving and delivering Contractor Bids to the bid opening.

C. All bids shall be in accordance with Bidding Documents prepared by Martin Mechanical Design, Inc., 1201 25th Avenue North, Fargo, North Dakota 58102.

D. The Bidding Documents may be examined at the following locations until Bid opening time:

1. The office of the Engineer.
2. The Builders Exchanges located in Bismarck (Bismarck Builders Exchange), Fargo, and Grand Forks, North Dakota.

3. The Minnesota Builders Exchange located in Minneapolis, Minnesota.

E. Bid Documents may be obtained from the office of the Engineer as outlined below.

1. Any Prime Bidder and Electrical Work Sub-bidder may obtain electronic Bid Documents (digital download of pdf files) at no cost, by completing and submitting the REQUEST FOR ELECTRONIC DOCUMENTS form in Section 01 15 00.

F. No Bids will be read or considered which do not fully comply with North Dakota bond and license requirements as stipulated in Section 00 21 13 - Instructions to Bidders and the North Dakota Century Code.

G. Each Bid shall be accompanied by a separate envelope containing a Bidder's bond in a sum equal to 5% of the highest amount of the Bids, executed by the Bidder as principal and by a surety company authorized to do business in this state, conditioned that if the principal's Bids be accepted and the contract awarded to principal, the principal, within ten days after Notice of Award, will execute and effect a contract in accordance with the terms of the Bids and a contractor's bond as required by law and the regulations and determinations of the Owner.

H. Bidder shall have North Dakota Public Contractors License for highest amount of Bids, including any Alternate Bids, and such license shall have been in effect for at least ten days prior to Bid opening date.

I. Bid security shall be made payable to Four Winds School District.

J. Bid security will be retained and your Bid will be required to be submitted under a condition of irrevocability until Contract has been awarded and executed, but not longer than a period of 30 days after the Bid date.

K. The Owner reserves the right to reject any or all Bids and waive informalities therein.

1.05 SIGNATURE

A. For the Owner: Four Winds Schools
Fort Totten, ND

B. By: Perry Kopp, Business Manager

ADVERTISEMENT FOR BIDS

THE PROJECT

BLDG 900306 (Middle School) Dry Sprinkler
Replacement Fort Totten, ND

1.02 THE OWNER (HEREINAFTER REFERRED TO AS OWNER)

Four Winds Schools, 7268 Hwy. 57 West, Fort Totten, ND 58335

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Fort Totten, ND

B. By: Perry Kopp, Business Manager