

Proceedings Of The Stanley City Council

MINUTES OF THE STANLEY CITY COUNCIL

APRIL 8, 2025

Mayor Marlin Ranum called the April 8, 2025 regular meeting to order at 7:00 P.M. The following Council Members were present: Kirk Johnson, Jesse Weyrauch, Ty Taylor, Randy Jarmin, George Littlecreek and Chad Hysjulien. Others in attendance were Interim City Auditor, Ada Arneson; Planning and Zoning Administrator, Amanda Dennis; Chief of Police, Kevin Litten; Public Works Director, David Brown; City Attorney, Megan Hogue from Pringle & Herigstad Law Firm; and City Engineer, Patrick Carabello.

TAX EQUALIZATION

The City Board of Equalization met at 7:00 P.M. No one appeared to make comments.

Stanley City Assessor, Amanda Dennis, reported there were 8 Notices of Increase sent out to property owners, which is down from the 38 sent out last year. These notices were the result of new construction, completion of construction, improvements to existing property, and updates to the City's valuation system.

Mountrail County used 19 valid sales from 2024 for the sales ratio study. The sales ratio median was 91.2%, which is within the state-mandated range of 90-100%. City Assessor Dennis also reported there were 18 Homestead Credit Applications, and 14 Applications for Property Tax Exemptions submitted to and approved by the County Tax Office and the City. The City Assessor did not receive any valuation appeals.

The estimated locally assessed taxable valuation for 2025 for Stanley City will be \$13,166,685, which is a slight decrease from last year's value of \$13,214,187. A portion of this decrease is from the Stanley School property being exempt for one-half of the year. This property will remain off the tax rolls as long as the Stanley School is using it for a school bus barn.

Motion made by Hysjulien, seconded by Littlecreek, to approve the assessment of real property for the City of Stanley as set by the Stanley City Assessor for the 2025 assessment year. ON ROLL CALL VOTE, the following Council Members voted "Aye": Johnson, Weyrauch, Taylor, Jarmin, Littlecreek and Hysjulien; and no "NAYS". Motion carried.

Motion made by Taylor, seconded by Littlecreek, to adjourn the City Board of Equalization at 7:06 P.M. All present voted yes. Motion carried.

MINUTES

Motion made by Littlecreek, seconded by Johnson, to approve the minutes of the March 11, 2025 regular meeting. All present voted yes. Motion carried.

Motion made by Littlecreek, seconded by Taylor, to approve the minutes of the March 28, 2025 special meeting. All present voted yes. Motion carried.

Motion made by Hysjulien, seconded by Weyrauch, to approve the minutes of the April 2, 2025 10:00 A.M. special meeting. All present voted yes. Motion carried.

Motion made by Hysjulien, seconded by Johnson, to approve the minutes of the April 2, 2025 10:40 A.M. special meeting. All present voted yes. Motion carried.

Motion made by Littlecreek, seconded by Hysjulien, to reconsider the motion made on April 3, 2025 as follows: Motion made by Littlecreek, seconded by Hysjulien, to adjust the current payroll system to a two-week cycle paying the extra amount with a starting date of March 21, 2025. ON ROLL CALL VOTE, the following Council Members voted "Aye": Johnson, Weyrauch, Taylor, Jarmin, Littlecreek and Hysjulien; and no "NAYS". Motion carried.

Motion made by Littlecreek, seconded by Hysjulien, to amend the motion made on April 3, 2025 to read as follows: "to approve converting from a bi-monthly pay period to a bi-weekly pay period paying full-time employees the same amount of regular wages paid the previous pay period with the extra wages considered payment through March 29, 2025 and moving forward the first bi-weekly payroll cycle will be March 30 - April 12, 2025 with employees only being paid for actual hours worked. ON ROLL CALL VOTE, the following Council Members voted "Aye": Johnson, Weyrauch, Taylor, Jarmin, Littlecreek and Hysjulien; and no "NAYS". Motion carried.

PLANNING AND ZONING RECOMMENDATIONS

Todd Heidbreder, Chairman of the Planning & Zoning Commission, presented the P&Z Commission report to the City Council.

VARIANCE PERMIT

Chad Neff (Memory Fireworks)

Chairman Heidbreder informed the Council the P&Z Commission approved a Variance Permit to allow for a temporary crushed asphalt and/or crushed rock parking lot at 705 9th Ave SE as requested by Chad Neff. The current ordinance requires a hard-surface, concrete or asphalt, parking lot. This variance was allowed because of the uncertainty about wages with the tariffs. There will be a 24' X 60' portable building on the lot which is already allowed by ordinance. Motion made by Hysjulien, seconded by Weyrauch, to approve a one-year Variance Permit from 4/8/2025 to 4/7/2026 to allow for a crushed asphalt and/or crushed rock parking lot at 705 9th Ave SE described as Lot 1 in the W1/2 of the NW1/4 of Section 27, Township 156, Range 91. All present voted yes. Motion carried.

VARIANCE PERMIT

A Plus Properties LLC

Chairman Heidbreder informed the Council the P&Z Commission approved a Variance Permit to allow a 10' rear setback and a temporary crushed asphalt and/or crushed rock parking lot at 606 Westview Lane as requested by A Plus Properties LLC. The current ordinance requires a 20' rear setback and a concrete or asphalt parking lot. The lot will have a 36' X 64' warehouse (pole barn) built on the very back south end of that property and there will also be a building towards the front of the lot. There is a natural drainage ditch between this property and the adjoining motel property to the south. Motion made by Littlecreek, seconded by Hysjulien, to approve a Variance Permit for a 10' rear setback and a one-year variance permit from 4/8/2025 to 4/7/2026 to allow for a crushed asphalt and/or crushed rock parking lot at 606 Westview Lane described as Lot 3A, Westview Plaza Addition to the City of Stanley. All present voted yes. Motion carried.

MOBILE FOOD PERMIT

Opportunity Foundation, Inc.

Chairman Heidbreder informed the Council the P&Z Commission approved a Mobile Food Permit to allow a mobile stand to serve shaved ice in Wilson Park from approximately May 26th through September 2nd, 2025 as requested by Opportunity Foundation Inc. Motion made by Hysjulien, seconded by Littlecreek, to approve the request from Opportunity Foundation, Inc. for a Mobile Food Permit for

a mobile food stand to serve shaved ice in Wilson Park at a pro-rated/seasonal fee of \$50. All present voted yes. Motion carried.

PLANNING & ZONING ADMINISTRATOR REPORT

Amanda Dennis, P&Z Administrator, presented the following permits for the Council's approval:

Building Permits

Permit #, Address, Name, Improvement

4-25, 522 2nd Street SW, Rory Porth, New Front Deck on House

5-25, 205 South Main Street, Gerich Enterprises LLC, Add Windows and Doors

Sign Permits

Permit #, Address, Name, Type of Sign

54-25, 205 South Main Street, Gerich Enterprises LLC/Truckin Fresh Produce, New Sign

Demolition Permits

Permit #, Address, Name, Improvement

D1-25, 208 South Main Street, Integrity Environmental (Jordan Kannianen), Demolition of Building after Fire

Motion made by Hysjulien, seconded by Weyrauch, to approve the P&Z Administrator Report. All present voted yes. Motion carried.

MCMC - CAPITAL IMPROVEMENT FOR THE NURSING HOME/HOSPITAL

Steph Everett, Administrator/CEO/ Foundation Director/PR and Marketing Director for the Mountrail County Bethel Home/Mountrail County Medical Center and Mountrail County Health Foundation; and Shiloh Beecher, Project Superintendent, met with the Council to talk about the MCMC building project. Steph Everett requested the Council consider a donation towards the project to help with the funding gaps. Chapter 40-05-01 of the ND Century Code allows the governing body of a municipality to expend city funds as a donation for a capital improvement project to a nonprofit health care facility within the city. Steph Everett commented that the funding for the nursing home portion of the project is covered and anticipated completion is February 26, 2026. The request before the Council is for assistance for the remaining phases of the project to enhance the ability to offer healthcare services in rural areas. Council Member Jarmin asked about the remainder of the phases and specifically how much is being requested. Steph Everett stated the request was going to be \$5 million over a five-year period but she realized the City must cover their needs first so any assistance would be greatly appreciated. The approximate cost of the Infusion Suite is \$2.9 million and the MRI Suite is \$2.8 million. Mayor Ranum commented that the Council allocated \$500,000 towards the swimming pool and he felt consideration should also be given to the hospital. Wade Engert thanked the Council for allowing the MCMC time to present their request and recognized a decision at this time is difficult especially when legislators are still in session. Motion made by Weyrauch, seconded by Jarmin, to table action on the request of the MCMC until the Council's next meeting. All present voted yes. Motion carried.

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with Brosz Engineering Inc. for Construction Engineering Services for Capital Improvement Phase 3 Street Project at a fee not to exceed \$203,325 (\$100,850 District 63 Street and \$102,475 District 65 Street). ON ROLL CALL VOTE, the following Council Members voted "Aye": Johnson, Weyrauch, Taylor, Jarmin, Littlecreek and Hysjulien; and no "NAYS". Motion carried.

Motion made by Hysjulien, seconded by Littlecreek, to approve the Proposal with Brosz Engineering Inc. for Construction Engineering Services for Capital Improvement Phase 3 Sewer and Water Project at a fee not to exceed \$245,280 (\$77,500 for District 62 Sewer, \$39,530 for District 62 Water, \$60,505 for District 64 Sewer and \$67,745 for District 64 Water). ON ROLL CALL VOTE, the following Council Members voted "Aye": Johnson, Weyrauch, Taylor, Jarmin, Littlecreek and Hysjulien; and no "NAYS". Motion carried.

John Rian Reconstruction

Engineer Carabello commented the preconstruction meeting with Knife River Corporation is set for April 25, 2025 at 10:00 A.M. at the Brosz Stanley Office. The contractor will tentatively start construction on May 5th. An inspection of the manhole will be done a week prior to construction.

Multi-Community Chip Seal

Engineer Carabello reported the preconstruction meeting for the Multi-Community Chip Seal Project was held on March 31, 2025. The contractor will tentatively start the project on June 2, 2025 and plans to work eight days to complete the chip and fog sealing in all communities with painting to be done a few weeks after.

STANLEY CAPITAL IMPROVEMENT PLANS - PHASE 3 ENVIRONMENTAL ASSESSMENT

The Council reviewed the March 19, 2025 letter from Brosz Engineering requesting comments for the CIP Phase 3 Environmental Assessment. No comments were provided by the Council.

GAMING PERMITS

Motion made by Weyrauch, seconded by Taylor, to approve a Local Permit to the 1400's of a raffle on 7/7/2025. All present voted yes. Motion carried.

INTERIM CITY AUDITOR

The Council discussed compensation to Ada Arneson during the time she is Interim City Auditor. Motion made by Hysjulien, seconded by Littlecreek, to approve an increase of \$8.00 per hour for Ada Arneson effective March 30, 2025 until such time she is no longer serving as Interim City Auditor. ON ROLL CALL VOTE, the following Council Members voted "Aye": Johnson, Weyrauch, Taylor, Jarmin, Littlecreek and Hysjulien; and no "NAYS". Motion carried.

Interim City Auditor, Ada Arneson, requested the employment time period for the temporary employees be extended for one-month. Motion made by Hysjulien, seconded by Weyrauch, to approve extending the temporary employment time period until May 14, 2025 for Joan Hollekim and Ronica Pederson and that it be reviewed each Council meeting. ON ROLL CALL VOTE, the following Council Members voted "Aye": Johnson, Weyrauch, Taylor, Jarmin, Littlecreek and Hysjulien; and no "NAYS". Motion carried.

POLICE REPORT

Chief of Police, Kevin Litten, met with the Council to discuss auctioning two used 2016 police vehicles as no action was taken on March 28, 2025 regarding Chief of Police Litten's request. Motion made by Hysjulien, seconded by Littlecreek, to authorize Chief of Police Litten to advertise for sealed bids for the sale of two used 2016 police vehicles with a minimum bid of \$9,000 per vehicle and to indicate in the bid that the vehicles be sold as is. The motion also required the presence of three witnesses for the bid opening at which time the vehicles could be sold to the highest bidder above the \$9,000 requirement. ON ROLL CALL VOTE, the following Council Members voted "Aye": Johnson, Weyrauch, Taylor, Jarmin, Littlecreek and Hysjulien; and no "NAYS". Motion carried.

PUBLIC WORKS REPORT

Public Works Director, David Brown, commented that once the weather is warm, the Public Works employees will start cold patching on city streets. Also, PW Director Brown mentioned the street sweeper has been returned and the landfill will open next week, Wednesday, April 16, 2025.

ATTORNEY UPDATES

City Attorney Hogue mentioned the agreements that have been tabled should be ready for the next Council meeting.

COUNCIL CONCERNS

Mayor Ranum brought forth a request for sponsoring a "Best of the Class" advertisement at \$315. The Council had no objections.

Mayor Ranum stated he talked to Chris Schneider about serving on the Special Assessment Committee and to Jacob Carpenter about accepting another term. Motion made by Hysjulien, seconded by Littlecreek, to appoint Chris Schneider and reappoint Jacob Carpenter for a two-year term (April 2025 to April 2027) to the City Special Assessment Committee. All present voted yes. Motion carried.

Council Member Hysjulien mentioned the Employee Handbook has two different workweeks for City employees and felt they should be the same using the Stanley Police Department schedule going forward. Motion was made by Hysjulien, seconded by Weyrauch, to approve amending Section 207 Work Schedules & Overtime of the City of Stanley Employee Handbook to eliminate the two workweeks and that regular workweek starting and ending period is established as follows: 1. For all employees starting each and every Sunday at 12:01 A.M. and ending each and every Saturday at 12:00 P.M. midnight. All present voted yes. Motion carried.

Council Member Hysjulien commented on the one hour parking in front of City Hall and requested that an ordinance be established in order to charge a fine for violators. Motion made by Hysjulien, seconded by Taylor, to authorize the legal department in conjunction with the City Police Department to draft an ordinance pertaining to parking violations and fines. All present voted yes. Motion carried.

Council Member Hysjulien commented the repairs for owners resulting from damages from the Joe Lucy Sewer Project need to be completed by June 1, 2025 and that the Release of Claims and Assignment Agreements for owners need to be forwarded to City Engineer, Patrick Carabello.

Council Member Hysjulien discussed the upcoming city-wide cleanup as far as acceptable and non-acceptable items. The Council agreed to have PW Director Brown and Council Members Weyrauch and Johnson meet to make a reasonable list of what will be acceptable for the curb-side pickup.

JUDGES REPORT

Motion made by Johnson, seconded by Jarmin, to approve the March 2025 Judge's Report. All present voted yes. Motion carried.

BILLS

The Council discussed the payment for a security officer ("Rent-A-Cop") that is working for BNC while they are occupying the City Hall. Going forward, BNC

will directly be paying the security officer that is working for their bank. The Council discussed liability concerns of the officers working for BNC. The City Attorney would do some research concerning this matter.

Motion made by Hysjulien, seconded by Weyrauch, to approve the following bills:

ACH Payroll. \$106,915.61
2147E Circle K, Fuel. \$788.07
2148E Verizon Wireless, Cell

Phones. \$1,703.77
2152E NDPERS-Retirement, March 2025. \$14,625.46
Contributions. \$14,625.46

2153E American Family Life Assurance, April 2025 Premiums. \$1,296.28
2154E VSP Insurance Company, Vision Premium - April 2025. \$535.67
2156E Mutual of Omaha, May 2025 Premiums. \$1,030.24

21031 ND Child Support Division, Child Support. \$350.00
21032 A&W Towing & Recovery, Towing Fees. \$275.00

21033 Amanda Dennis, Meal & Mileage Reimbursement for Workshop. \$231.40
21034 Andax, Spare Flashlight for PD. \$313.00

21035 Axon Enterprise, PD Radar Cable Kits. \$590.23
21036 Baker & Taylor, Library Books & Dvds. \$572.04

21037 Barnes & Noble, Library Books. \$145.47
21038 Brosz Engineering, Engineering Fees. \$26,085.00

21039 Cash Drawer, Postal Rects. \$26.80
21040 Chris Jenkins, Postage & Rent A Cop Reimbursement for BNC Bank. \$671.00

21041 Circle Sanitation, March Garbage Services.