

Minutes published prior to Governing Body's Review & Revision  
 OFFICIAL PROCEEDINGS OF THE  
 HETTINGER CITY COUNCIL  
 HETTINGER, NORTH DAKOTA  
 MAY 14, 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  
 APRIL 9, 2025 MINUTES Council Member Parrill moved to approve the minutes of the regular scheduled meeting, Second by Council Member Gaylord, and by unanimous vote, motion carried.  
 APRIL 22, 2025 MINUTES Council Member Gaylord moved to approve the minutes of the special meeting, Second by Council Member Ebert, and by unanimous vote, motion carried.  
 APRIL 28, 2025 MINUTES Council Member Ebert moved to approve the minutes of the special meeting, Second by Council Member Burwick and by unanimous vote, motion carried.  
 AGENDA: Council Member Burwick moved to approve the agenda as amended, Second by Council Member Ebert and by unanimous vote, motion carried.  
 FINANCIAL STATEMENT: Was Reviewed, Council Member Gaylord moved to approve the financials, second by Council Member Parrill, and by unanimous vote, motion carried.  
 CORRESPONDENCE: Black Mountain has an option to purchase a portal for the water accounts, which would allow citizens to log into an account to pay their bills every month. Council Member Parrill questioned getting the program started and having it ready for payment in 2026, which would then give time to add to the budget. The Auditor's office will work with the company to get options. Council Member Parrill moved to approve the Auditor to get the survey recorded for the retaining wall by the Bowling Alley. The survey was completed to find ownership of the wall, if it was owned by City or the bowling alley. The survey shows ownership of the wall is the bowling alley. Council Member Gaylord seconded the motion, and by unanimous vote; motion carried. Discussion was had on the use of the Armory by Connection Church and how long they plan to be located here. Discussion was had about the building being reserved by the Adams County Fair in August and if they are still located in the building. Council Member Burwick moved to approve the reduced rates through the end of the year, second by Council Member Parrill, and by unanimous vote; motion carried. Discussion was had on a new camera system with Computer Express and the ability to use sales tax funds per the Home Room Charter. A letter was reviewed from Jim Hallen about building inspector needs and permits. Council Member Parrill will research over the next month as some of the required permits could be eliminated from the list requiring a building inspector. The Reeder City Senior Center requested if they had access to apply for city sales tax, they just questioned the ability as they apply for other city sales tax.  
 CARRIE RANUM: Requested use of the Armory gym for sport camps for the youth at a reduced or hourly rate. Camps are not provided locally like they used to, so there is a group of people trying to get coaches or people to come into town to provide this service locally. The camps planned would be once to a few days a week in the summer and possibly during the school year. The Council discussed possibly

a reduced hourly rate. Six dates were shared for time slots of 1.5 hours daily. Council Member Parrill moved to approve the group have rental rates in the amount of \$20 per session for the few summer dates, second by Council Member Gaylord, and by unanimous vote; motion carried.  
 ANDY ROEHL: met with the Council to give updates since his moving into the new location. Mr. Roehl has ordered his new equipment and is ready to get it shipped and he has also moved most of his current equipment from the old location. The hazmat eye wash station was taken down, as his equipment would now be placed there. Server capabilities are available, but he does not have a server yet. Mr. Roehl had leaks in the ceiling, but this has since been fixed by Wade Christman per Council Member Ebert. Mr. Roehl discussed exterior door issues, as sometimes the doors don't latch, the key fob system has no server, so the system is set up but does not have a system to run it. Mr. Roehl would like permission to trim a couple front trees, remove a dead tree, and would like to put up a business sign. He would also like permission for the installation of his new equipment as well. Council Member Ebert moved to allow Andy Roehl the tree work, permission for equipment installation, removal of eye wash station, and ability to put up a sign, the motion was seconded by Council Member Burwick, and by unanimous vote; motion carried.  
 ADAMS COUNTY ROAD SUPERINTENDENT: Justin Blade met with the Council for updates from his department. The streets are getting cleaned this week in time for graduation, and potholes are getting fixed. Council Member Gaylord questioned if it was possible to advertise the street cleaning and where it would be at. Free Dump Day was discussed, but it was decided to continue with the grass and branch site for now and see how the budget works this year without it. Several curb and gutter areas were discussed and areas needing hot mix that should be available soon.  
 ARMORY MAINTENANCE CUSTODIAN: Fitness Center membership money brought last month was \$1,755.00. A school class is planning to come to the armory today for a community project and will provide some free cleaning or service to the city building. Discussion was had on citizens needing to call the Armory and not Ms. Schalesky's cell phone when trying to reserve or have questions.  
 HETTINGER CHAMBER/ACDC: Director, Rebecca Ferderer and Carrie Jahner, Assistant, met with the Council on items from the Chamber and ADCD. The parking lot area at the Community Promotion Square is very bad and needs improvement. The trees in the square also need attention, as some of them are not alive. Ms. Ferderer was also questioning the possibility of moving the buffalo statue. Other items need to be updated in the square, as maintenance has been lacking in the past year. Ms. Ferderer will create a proposal on changes with costs on different items. Ms. Ferderer discussed if the roundabout area on Main Street to be used for a teacup carnival ride. Council Member Ebert moved to approve the portion of the South end of Main Street for July 4th and July 5th, second by Council Member Burwick, and by unanimous vote; motion carried. Ms. Ferderer discussed a CD in the City of Hettinger's name pinpointed for the 125th Centennial celebration and wondered if it should be transferred into the Hettinger Chamber office. Ms. Ferderer also questioned what projects should be planned to start saving for the 150th Centennial celebration. The funds invested now were from the sale of centennial books and crocks that were sold at the last centennial celebration. Discussion was had on who is in charge of the funding and line up of the centennial celebration in 2032. A couple members have already started a committee for planning. An up-

dated all year school yearbook was discussed as a fundraiser. Ms. Ferderer discussed the retaining wall by the Bowling Alley as it is owned by the bowling alley, and a request to vacate the alleyway might need to happen.  
 BROSZ ENGINEERING: Shannon Hewson met with the Council to discuss a few items. The PAR grant funding option was discussed. The Council will need to obtain quotes from vendors for camera imagery services for the city sewer/water infrastructure. The Council was in favor of having Mr. Hewson obtain these quotes. Other funding for projects was discussed as well. The Flexible Transportation fund has an increase in funds available, the city should receive more funds from this funding, there will also additional grant funds that can be applied for. The Council should come up with a plan on what need in street repair they may have.  
 ND TAX COMMISSIONER SALES TAX AGREEMENT: An agreement from the ND Tax Commission Office was reviewed for the imposition of Sales, use and gross receipts tax for Hettinger City as outlined in their Home Rule Charter. The Agreement is at a cost of \$148.00 monthly collected before monthly distributions to the city. Council Member Parrill moved to approve the agreement as set out in the Home Rule Charter, second by Council Member Gaylord, and by unanimous vote; motion carried.  
 MAYOR/COUNCIL REPORTING: Council Member Gaylord shared a few items from the County Commission meeting held yesterday.  
 SALES TAX REPORT: Was reviewed.  
 HETTINGER HOUSING: Council Member Ebert shared a few updates, several projects and updates are happening, such as flooring, painting, and sidewalk work. Funding will be needed for help, the flooring bill in the amount of \$9k will be needed.  
 ACDC UPDATES: meeting is planned for next Wednesday, the retaining wall information will be reviewed.  
 CURB AND GUTTER INITIATIVE PROGRAM: a bid request should be set-out, Council Member Parrill will work with Shannon Hewson with Brosz Engineering on drafting a bid request for curb and gutter updating.  
 USDA COMPLIANCE: Council Member Gaylord researched a couple door label options she found. Ms. Gaylord discussed possibly using the darker label with lighter colored numbers due to the lighter colored walls. The plaques from Amazon were \$12.99 per sign. Council Member Parrill moved to approve the purchase of the signs, second by Council Member Burwick and by unanimous vote; motion carried. Council Member Gaylord will work with the Auditor on getting them ordered.  
 CITIZEN COMMENT POLICY: a draft was reviewed from Adams County State's Attorney, Aaron Roseland. Per the new Century code, every public meeting has to have a public speaking section. Council Member Gaylord moved to approve and adopt the following policy for a 9:30 am public speaking section, second by Council Member Ebert, and by unanimous vote; motion carried. The policy reads as follows:  
 Citizen Comment Guideline and Policy And Public Meeting Decorum Guideline and Policy  
 1.Citizen Comments  
 1.1 General public comment and participation, apart from public hearing or comments requested on specific agenda items, will be scheduled for regular City Council meetings and only during the portions of the meeting designated as "Public Comments – Not on the Agenda" on the City Council Agenda. Public comment and participation will not be scheduled or permitted during special City Council Meetings, except for public hearings or comments that are requested on specific agenda items during such meetings.  
 1.2Each speaker will be limited to five minutes, and the time from one speaker cannot be

used by another speaker. The presiding officer may extend a speaker's time should the presiding officer, in his/her discretion, determines that further discussion is warranted and appropriate.  
 1.3Comments during the "Public Comments – Not on the Agenda" portion of the meeting are limited solely to items that pertain to matters that are within the scope of municipality business. If the speaker refuses to leave the podium, this will be considered disruptive behavior.  
 1.4 Individuals who wish to speak during the "Public Comments – Not on the Agenda" portion of the agenda must state their name, address, and the subject to be addressed. Individuals who wish to speak shall be required to sign in prior to the meeting and provide their name and address on a City approved sign-up sheet.  
 1.5 Individuals who are not residents of the City of Hettinger must list the address of the City of Hettinger business he/she operates or is an employee of, or the City of Hettinger real property he/she owns. Individuals who wish to speak shall be required to sign in prior to the meeting and provide their name and address on a City approved sign-up sheet.  
 1.6 Presentations and videos will not be allowed during the "Public Comments – Not on the Agenda" portion of the meeting.  
 2. Public decorum  
 2.1 The following public decorum rules and guidelines shall apply to all attending or participating in meetings of the City Council and other City committees (including planning and zoning committee meetings), and violation of these public decorum rules and guidelines will be considered disruptive conduct, adverse to the legitimate government interest of conducting orderly, efficient, effective, and dignified public meetings:  
 (A) An individual during the "Public Comments – Not on Agenda" that refuses to leave the podium after being requested to do so because the individual's five-minute time allotment has ended.  
 (B) Outbursts, shouting, clapping, booing, hissing, interruptions, loud noises, and comments during presentation of any agenda item, discussion by the members of the public body that are meeting.  
 (C) Behavior or conduct that disrupts, disrupts, impedes or interrupts presenters of an agenda item, discussion by the members of the public body or the orderly conduct of the meeting.  
 (D) Behavior or conduct that creates, provokes or causes disturbances involving unwelcome physical contact or verbal abuse.  
 (E) Behavior that is defamatory, abusive, harassing or unlawful.  
 2.2 If, in the opinion of the presiding officer of the meeting, that any of the above behavior or conduct has occurred or other conduct or behavior that disrupts or impedes the orderly and efficient conduct of the meeting has occurred, the presiding officer may provide a warning indicating the individual's conduct is considered by the presiding officer to be disruptive conduct and further disruptive conduct by any individual in attendance at the meeting may result in the meeting being recessed until order is restored in the Council Chambers.  
 2.3 If, in the opinion of the presiding officer, the disruptive conduct is so severe, the presiding officer may request the sergeant at arms or police officer in attendance to immediately remove the individual from the meeting.  
 Adopted and Effective 5/14/2025  
 BOARD APPOINTMENTS-HETT HOUSING & HETT TREE BOARD (3): Council Member Parrill moved to approve the re-appointment of Lanae Kristy to the Hettinger Housing Board, second by Council Member Ebert, and by unanimous vote; motion carried. Council Member Burwick moved to approve the re-appointment of Anna Block and Elizabeth Lindquist to the City Tree Board, second by Council Member Parrill and by unanimous vote; motion carried. One appointment or re-appointment

remains to be filled.  
 BEER GARDEN PERMIT-PAS-TIME: Council Member Ebert moved to approve the beer garden permit request for an event at the Granary May 30, 2025, second by Council Member Gaylord, and by unanimous vote; motion carried.  
 GAMING SITE AUTHORIZATIONS-JAYCEES: were reviewed for the following locations: The Gutter, American Legion, Pastime, and the Hettinger School. Discussion was had if they should try and relocate the gaming into a different area away from where kids have access. Council Member Burwick moved to approve all 4 gaming authorizations submitted by the Hettinger Junior Chamber of Commerce, second by Council Member Parrill, and by unanimous vote; motion carried.  
 GAMING PERMIT REQUEST-WRHS FOUNDATION: Council Member Ebert moved to approve the gaming permit for a raffle during July 4, 2025, second by Council Member Parrill, and by unanimous vote; motion carried.  
 GAMING PERMIT REQUEST-NIGHTHAWK PIN CLUB: Council Member Burwick moved to approve the gaming permit from Nighthawk Pin Club for a raffle during July 4, 2025, second by Council Member Ebert, and by unanimous vote; motion carried.  
 ARMORY-HETT SCHOOL ARMORY USE AGREEMENT: Council Member Parrill moved to approve the agreement to the school for the upcoming year with no changes from last year, second by Council Member Gaylord, and by unanimous vote; motion carried.  
 ARMORY CAMERA SYSTEM: a quote from Computer Express for a new camera system for the armory building in the amount of \$7,495.00, another from New Vision Security was over \$10k. Further information was requested from Armory Custodian, Trish Schalesky.  
 REQUEST FOR MIRROR LAKE PARK OPEN CONTAINER PERMISSION; A request was reviewed for permission to allow open containers within the Mirror Lake Park Complex, including the Mirror Lake Ball Park to the Bandshell area. Council Member Ebert moved to approve the request from 2nd of July through the 5th of July 2025, second by Council Member Parrill, and by unanimous vote; motion carried. The Council request they work with the Sheriff's department for legal needs.  
 2026 BUDGET PLANNING: it was decided to try and have the budget meeting at the end of the July meeting. Discussion was had on putting a noise ordinance in place for the use of "jake brakes" Trying to incorporate the jake brake use could be included in the existing noise ordinances. The Council was fine if the County decides to go that route. This would be a great item to discuss at the joint meeting. Nuisance letters were reviewed and requested from the last month. The notices were sent out and one has already been put in compliance. The complaint on the garbage cans and benches on Main Street were approved by the City in previous years. Suzie's LLC on South Main Street still has not been moved as requested. Council Member Ebert moved to approve a fine of \$500 with \$400 suspended until June 1st if the unit is not moved by then, the motion was seconded by Council Member Parrill, and by unanimous vote; motion carried. Council Member Parrill discussed the upcoming busy season, the Council would like to eliminate the special meetings if not necessary.  
 BILLS: Council Member Parrill moved to approve the paying of bills with the addition of the bill for CC Flooring in the amount of \$9k reimbursable to Hettinger Housing, second by Council Member Ebert, and by unanimous vote; motion carried.  
 #17028 James Lindquist \$369.40; #17029 Randy Burwick \$277.05; #17030 Carl Ebert \$277.05; #17031 Michelle Gaylord \$277.05; #17032 David Par-

rill \$277.05; #17033 Cooperative Legal Services, PLLC \$907.50; #17034 Trisha Schalesky \$2,800.00; #17035 Allan Veitz 500.00; #17036 Drolc Electric \$1,775.72; #97037 J.P. Morgan Chase Bank NA \$136.46; #17038 Kenny's Rental \$1,000.00; #17039 RJ Locksmithing \$40.00; #17040 Adams County Treasurer \$13,833.33; #17041 City of Hettinger \$120.83; #17042 Consolidated Telcom \$173.44; #17043 Dakota Dust-Tex, Inc \$118.00; #17044 Hettinger Park District \$1,826.95; #17045 Dakota Buttes Visitors Council \$444.49; #17046 Dakota Buttes Historical Society \$444.49; #17047 Brosz Engineering Inc \$4,612.50; #17048 Western Roll-Off LLC \$1,800.00; #17049 Dakota West Inspection Services \$1,514.15; #17050 Southwest Water Authority \$16,716.59; #17051 Verizon Wireless \$82.55; #17052 Rocket Express Delivery LLC \$20.00; #17053 U.S. Postal Service \$285.00; #17054 ND Dep of Health \$54.00; #17055 ND One Call, Inc. \$10.50; #17056 Railroad Management Company III, LLC \$932.62; #17057 Laufer Vermeer \$15.99; #17058 Hettinger Housing Authority \$9,000.00; #17059 Adams County Treasurer \$4,862.02; #17060 Central Dakota Frontier Cooperative \$152.01; #17061 Montana Dakota Utilities \$5,231.23; #17062 Runnings Supply, Inc. \$13.78  
 ADJOURN: Council Member Ebert moved to adjourn the meeting. The motion was seconded by Council Member Burwick; Mayor Lindquist declared the meeting adjourned 10:49 am.  
 James Lindquist, Mayor  
 Attest:  
 Krista Faller, City Auditor

Pub. May 22, 2025

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 OFFICIAL PROCEEDINGS OF THE  
 HETTINGER CITY COUNCIL  
 HETTINGER, NORTH DAKOTA  
 MAY 16, 2025

The Hettinger City Council met in special session via telephone conference at 8:00 am. Members present were: Lindquist, Parrill, Gaylord, Burwick and Ebert.  
 Mayor Lindquist called the meeting to order at 8 am  
 AGENDA: Council Member Gaylord moved to approve the agenda as presented, second by Council Member Burwick, and by unanimous vote; motion carried.  
 ARMORY BUILDING CAMERA SYSTEM: The Council met to discuss two quotes for a camera security system in the Armory. The first quote from New Vision Security had two parts, one for \$12k for the replacement of the 5 existing cameras. The second part the quote was for an additional five cameras, that quote was for \$15k. The second quote reviewed was from Computer Express in the amount of \$7495 which included all 10 cameras. Council Member Parrill moved to approve the quote from Computer Express, second by Council Member Ebert, and by unanimous vote; motion carried. Council Member Ebert moved to adjourn, second by Council Member Gaylord. Mayor Lindquist declared the meeting adjourned at 8:07 am.  
 James Lindquist, Mayor  
 Attest:  
 Krista Faller, City Auditor

Pub. May 22, 2025

