City of Gladstone
City Council Meeting Minutes
Date: June 8, 2026
Time: 6:00 PM
Location: Gladstone City Hall

CALL TO ORDER & ROLL CALL

The regular meeting of the Gladstone City Council was called to order by Bill O'Connor at 6:00 PM.

Council Present: Bill O'Connor, Niki Larson, Dannielle Parkin, and Mitchell Kovash.

Also Present: Auditor Maria Kolling, City Attorney Christina Wenko, and City Inspector Mel Zent.

The Pledge of Allegiance was recited.

PUBLIC COMMENT

A citizen inquired about the process for vacating an alley. Christina noted that alley vacations depend on whether utilities are present within the alley. The citizen confirmed utilities are present.

PUBLIC HEARINGS AND SECOND READINGS

None.

MINUTES

Approval of Council Meeting Minutes dated May 4, 2026.
Motion by Niki to approve. Second by Dannielle. Motion carried.

Approval of Planning & Zoning Public Hearing Minutes dated May 27, 2026.
Motion by Mitchell to approve. Second by Niki. Motion carried.

Approval of Special Meeting Minutes dated May 27, 2026.
Motion by Mitchell to approve. Second by Dannielle. Motion carried.

BILLS APPROVAL

Council reviewed the May 2026 bills. Discussion occurred regarding the Ferguson and Grzadzieleski Utility Services (GUS) invoices. Maria explained that a credit with Ferguson covered both invoices, and that GUS's invoice was paid equally from the water and sewer funds, which is why it appears twice on the report.

Payment to BEK was held pending the curb stop responsibility discussion.

Motion by Mitchell to approve all bills except BEK. Second by Dannielle. Motion carried.

Following the curb stop discussion, Dannielle moved to approve all bills, including BEK. Second by Mitchell. Motion carried.

AGENDA REQUESTS

Variance Discussion – Niki Larson

Niki reported that she was able to get in touch with Soil Conservation who also visited the lots. Maria advised that citizens have raised concerns regarding the spread of leafy spurge, as well as the fairness in ordinance enforcement.
Council discussed the matter. Niki stated she is willing to resume mowing.

Access Discussion – Lorraine Erdmann

Lorraine was not in attendance.

A separate issue was raised regarding the rental of their basement apartment.
Council reaffirmed that R-1 zoning allows only single-family use. A special use permit would be required, and the structure must meet egress and smoke detector requirements.
Council directed Christina to send a letter referencing the 2014 notice and advising the owners to appear before Council to come into compliance.

CONSIDERATION FOR APPROVAL

Auditor Bond Resolution

Motion to approve by Dannielle. Second by Niki. Motion carried.

SHERIFF DEPARTMENT

Dog Complaints & Enforcement Discussion

Citizens in attendance expressed concern regarding an incident in which a resident allegedly drove through private property attempting to run over his dog. Attendees were also concerned that the Sheriff's Department did not issue any citations and returned the dog to the owner. It was explained that law enforcement must witness a violation in order to issue a citation. In situations where the violation is not witnessed, deputies can take statements, which may then be forwarded to the State's Attorney to determine whether probable cause exists.

A broader discussion followed regarding the City's lack of a municipal court and the need to determine which ordinance violations should be classified as civil versus criminal. Christina will review prior revisions and prepare a list of ordinances recommended for conversion to criminal violations. She will also contact the court administrator regarding the process for the City to be added to the Odyssey system.

Residents were reminded to report issues to the Sheriff's Department immediately and to provide photos or videos when possible.

Sheriff Lee arrived and confirmed that the Sheriff's Department is actively working on the dog-related incident. He also noted an increase in loud-music complaints.

CITY ATTORNEY

Parker Property Updates

Mr. Parker passed away in May. Maria reported she submitted the auto grant paperwork to the State and is now awaiting final approval. She stated the lots are under Vicki's name so she will try finding a contact number.
Council discussed also inquiring about vehicles stored on the lot.

Municipal Court - covered under the Sheriff Department discussion.

CITY ENGINEER

Request for Proposal (RFP) for City Engineer

Maria shared KLJs response email regarding the potential for early termination of the contract. She also shared a copy of the active Request for Proposal (RFP) with a due date of July 3rd.

CITY MAINTENANCE / PUBLIC WORKS

River Street Curb Stops

Maria explained the recent frost-free hydrant leak incident involving a River Street property that does not have a curb stop. Due to the possibility of needing an immediate curb stop cut-in, BEK was contacted. Maintenance staff were able to control the leak with a temporary fix until a plumber can get onsite, so the work was cancelled. Maria reported that after BEK's site visit, they stated the homes appear to be tied to a line running from the fire hydrant on the east end of River Street rather than directly into the main. She also relayed BEK's quote of $5,000 to install a single curb stop, or $3,000 each if all three are installed together.

Council discussed responsibility, oversight, and long-term solutions. Maria asked whether the City was negligent for not knowing the system was configured this way. Christina and Mel stated that the City does not oversee or track individual service-line configurations; that responsibility lies with the contractor or design engineer. The issue appears to stem from insufficient oversight during the original project. Christina noted it is "water under the bridge" at this point, and the focus should be on determining the best path forward.

If a future water-main replacement occurs—estimated in 5–6 years—the curb stops could be incorporated into that project. However, Council agreed that a more immediate action plan would be in the best interest of both the residents and the City.

Another option discussed was a special assessment, which would require a vote by citizens.

Council agreed that the first step is to confirm whether the homes are tied to the hydrant and to determine the cost of adding curb stops.

Mel noted that each unit sits on a concrete slab.

North Park Wood Chips

Maria explained this issue was on an agenda over a year ago and expanded into a resurfacing project the City could not afford, so the issue died, but the park is still in need of new wood chips.

Mel advised the mulch must be special-ordered and suggested Maria contact Parks & Rec to determine their supplier.

North Park Improvements – Basketball, Volleyball, Tennis

Maria relayed a citizen request to make repairs to the basketball court, tennis court, and sand volleyball areas. The council discussed the maintenance needs and priorities. Mitchell noted that other park needs are more pressing at this time. Bill mentioned that historically, volunteers maintained the volleyball court.

Citizens in attendance and the Council agreed that these areas are not utilized enough to justify the repairs, so no improvements will be made.

Niki stated that the park bathrooms must be painted this year, and Bill mentioned concerns regarding the roof. Jim will ensure maintenance staff clean the bathrooms and will look into inspecting the roof.

ADMINISTRATION AND FINANCE

Fireworks Donation – $5,000 Budgeted

Motion by Dannielle to approve the $5,000 fireworks donation, contingent on budget status. Second by Niki. Motion carried.

3-Month Review – Debbie Rallens

Dannielle and Bill will conduct the review Friday between 11:00 AM–2:00 PM. Maria will confirm with Debbie.

Floodplain Ordinance – National Flood Insurance Program (NFIP)

Maria explained that when she submitted the recently approved Floodplain Ordinance to the State, per their instructions, she received a response advising that Gladstone is not currently a member of the NFIP. Membership is required before the ordinance can be enacted.

Council discussed whether the City should pursue NFIP membership.

Maria will research the associated costs and application requirements.

Insurance Policy Updates

Maria provided the Council with a list of changes that she and Jim identified as necessary after reviewing the City's policies. She sent the list to Bravera, who made the requested updates and also recommended two additional policy changes: 1) switching to blanket coverage for the City's Public Asset Declarations, and 2) adding Equipment Breakdown Coverage, which would apply lightning/surge protection to all City buildings.

Motion to switch to blanket coverage by Dannielle, second by Niki. Motion carried.

Motion to approve Equipment Breakdown Coverage by Mitchell, second by Niki. Motion carried.

Curb Stop Repairs – Responsibility

Council discussed responsibility for curb stop repairs. Per City ordinance, the City is responsible for curb stops located in the Right-of-Way, and property owners are responsible for curb stops located on private property.

Exceptions include situations where a resident damages a curb stop located in the Right-of-Way, in which case the cost may be billed back to the resident. Likewise, if City employees or City equipment damages a curb stop located on private property, the City may be responsible for the repair.

The City recently received an invoice from BEK for the curb stop repair on Bill O'Connor's property. Bill stated that the water main and curb stop was installed on his property without his knowledge, was never connected to anything on his property, and he does not believe he should be responsible for the cost. Council agreed that this should not be his responsibility.

Council also discussed the curb stop at the Fire Department that requires repair. The Fire Department personnel hit the curb stop when mowing, therefore, the repair cost is the Fire Department's responsibility.

Council agreed that a designated person must determine which side of the curb box the issue lies on before assigning responsibility, as this is a grey area. The best practice is for the City to complete necessary repairs and bill the responsible party afterward.

OTHER BUSINESS

Budget Meeting Dates

July 13 and July 27 were confirmed. Maria will post Special Meeting notices.

Donation for Run-Down Property Improvement Initiative

A donation was offered to support improvements to deteriorated properties. Council agreed that such a program is better managed by citizens who share the vision and can oversee proper allocation of funds.

A citizen asked about addressing a run-down property with visible rodent activity. Mel and Christina explained the process for addressing that based on City Ordinance.

Reminder - Newly elected officials take office July 1.

CITY COUNCIL COMMENTS

Dannielle asked Maria for an update on the Costalez and Markwardt plumbing bills that were submitted to the City's insurance. Maria reported that the insurance company investigated both incidents and determined that no property damage occurred; therefore, the situations do not qualify as insurance claims.

ADJOURNMENT

Motion to adjourn made by Mitchell at 8:13 PM.

Second by Niki. Motion carried.

END OF MAY ACCOUNT BALANCES:

General Acct:	$254,914.46
Park Acct:	$50,275.95
CD 0832:	$54,781.68
CD 9423:	$109,842.21

MAY PAYROLL

Employee	Wages
Dean Forster:	$312.00
Maria Kolling:	$4,500.00
James Leintz:	$1,104.00
Don Markwardt:	$1,302.00
Debbie Rallens:	$378.00
Total:	$5,625.00

MAY BILLS

Vendor	Amount
A-1 SANITATION	$640.00
BEK CONSULTING	$3,350.00
BRAVERA INSURANCE, INC.	$2,876.00
CHS	$309.61
COLUMN SOFTWARE PBC	$415.72
DAKOTA COMMUNITY BANK	$10.00
FERGUSON WATERWORKS	-$391.72
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GEORGES TIRE	$132.00
GOOSENECK IMPLEMENT	$10.21
GRZADZIELESKI UTILITY SERVICES	$450.00
INTERNAL REVENUE SERVICE	$1,542.10
MACKOFF KELLOGG LAW FIRM	$843.90
MGM SANITATION	$5,357.07
MIDCO	$170.17
MONTANA DAKOTA UTILITIES	$1,315.74
ONE CALL CONCEPTS	$12.00
PARK ACCOUNT	$126.35
STARK COUNTY AUDITOR	$1,000.00
SW DISTRICT HEALTH	$30.00
SW WATER AUTHORITY	$4,266.55
VISA	$539.51
Total:	$23,396.93

– Minutes Prepared by the Auditor and Approved by the Council –

Maria Kolling

Auditor Date

Mayor Date