

February 6th, 2023  
City of Gladstone  
City Council Meeting Minutes  
6pm – 8:15pm

Present: Randy Wyatt, Bill O'Connor, Darrell Sadowsky, Paul Reinbold, and Mark Erdman joined by phone briefly prior to disconnecting.

Also Present: City Auditor Maria Kolling.

Mayor Randy Wyatt called the meeting to order.

The Council reviewed the January Meeting Minutes.

**Motion to approve the January Minutes, contingent on changing “north of town” to “north side of town,” was made by Bill, seconded by Darrell, and carried by an all-aye vote.**

The Council reviewed the December bills.

- Maria provided the Council with an itemized list of all bills, including the ten MDU accounts. The MDU accounts were labeled per location address. In researching the MDU bills, it was discovered the City has been paying the MDU utility bill at 298 Main Street, which was purchased by the Gladstone Senior Citizens in September 2021. The total incurred cost to the City has been \$2,060.04. In addition, the property has one yard light which was included on another MDU account in which the City has also been paying; the total amount incurred for the yard light is \$146.34. In total, the City has paid \$2,206.38 in utilities at 298 Main Street while the property has been owned by the Gladstone Senior Citizens.

- Randy brought this to Mark's attention as him and Lorraine are in charge of the Gladstone Senior Citizens. Mark stated the City didn't send him a notice to have it switched over. Randy confirmed it is the responsibility of the buyer to have utilities switched over, which Maria relayed was confirmed by MDU, as well. Randy reminded Mark of the same discovery regarding their water/utilities account with the City, which wasn't switched over until June 2022 when Maria discovered they weren't receiving a bill and created an account for them.

- Mark's line disconnected. He did not call back and was no longer a part of the discussion or voting.

**Motion to approve the January bills was made by Darrell, seconded by Paul, and carried by an all-aye vote.**

**Motion to expunge a Councilmember under Robert's Rule of Order was made by Bill, seconded by Darrell, and carried by an all-aye vote.**

## **Public Meeting:**

The final passage of the dog breed and chicken ordinances will be discussed at the March meeting when Christina is present.

## **Sheriff Report:**

Deputy Kaylor and Sheriff Corey Lee were in attendance. They advised they have no concerning issues to discuss. They asked if their deputy presence around town is still noticeable and the Council confirmed it is.

Randy reported there was an incident of vandalism at the old City Hall building. The residents residing in the home next to the building are renters of Mark Erdman's. The renter tore up the ground while riding around on a 4-wheeler and knocked down a 'No Trespassing' sign. Randy confronted the renter who advised it was his little brother, but also mentioned Tony gave them approval to ride around there. Randy confirmed Tony did not permit them to do so, which the renter then stated that Mark said Tony gave them approval, but no approval was granted by Tony to Mark or the renter.

## **Maintenance Report:**

Tony discussed the projects coming up this spring and that he'd like to begin getting the equipment ready for them.

Maria provided two quotes for the 'Welcome to Gladstone' sign; one from Quality Quick Print and the other from Dakota Sign Werks. The Council would like the sign to be printed on both sides so Maria will verify if the quotes include double-sided printing and update the Council at the March meeting.

## **Attorney Report:**

Christina was not in attendance.

## **Engineering Report:**

Jeremy was not in attendance.

## **Old Business:**

Repairs to the old City Hall building were discussed. Randy will be asking Spicer Construction for a quote and Maria will be getting one from Kolling & Kolling.

Maria updated the Council on the Living Local App.

- The app has been released and is accessible to everyone in the app store for iOS and Android.
- She is waiting to receive marketing materials from Kat & Co. before rolling out to the City. The Council suggested posting to Facebook and our website to announce it's available, as well as, hanging fliers at City Hall and the Post Office.

Maria discussed the Abandoned Auto Grant.

- The grant is available through the ND Dept. of Solid Waste for removing old and/or abandoned vehicles, mobile homes, or anything with a title, in an effort to clean-up cities.
- Bill O'Connor had his old mobile home removed using this grant. The cost was \$2,500 and the full amount was reimbursed by the grant.
- The grant can be applied for through the City Auditor.

Maria provided a status update on Monte Martin's insurance claim.

- NDIRF advised they haven't received the required information from Monte to process the claim.
- Per the letter sent to Monte from the City in December, he had until January 31<sup>st</sup> to contact NDIRF or the City would have his vehicle removed from city property at his expense. Due to no response, the City extended the deadline as a courtesy and sent another letter to Monte via certified mail. The letter stated, if he has not made contact with NDIRF by March 1<sup>st</sup>, 2023, we will have the vehicle removed at his expense.

## **New Business:**

Don and Heather Sorter attended the meeting to discuss purchasing property from the City.

- They stated they'd like to purchase property in the NE part of town at Charles and Metzger. It's two acres in total; lots 5, 6, 7, 8 of block four (4). Utilities will have to be brought in as they have no sewer or water currently. They plan to build a home and shop on one of the lots. Improvement of the lots will be a high cost for them, so they started with an offer of \$1,500.
- Randy suggested waiting until the City Attorney is present. He also advised the City will have to research what our investment was when we purchased the lots back from the Fire Department; Bill thinks the City paid the Fire Department around \$30K.

- Randy asked them to submit a proposal for the Council to review and discuss at the March meeting. The Sorters advised they will not be able to attend the March meeting. They suggested scheduling for the April meeting instead but for the Council to still discuss at the March meeting in preparation for April.
- The Sorters then asked if we'd consider selling lots 7 & 8 prior to the attorney coming back. Bill asked if the Council has a set price on tax properties. Randy commented that city lots typically have to go to a sealed public bid, which is why we need to consult our attorney first.
- The Sorters confirmed they will email Maria a proposal with specific lots and prices for the Council to review at the March meeting and then discuss again with the Sorters at the April meeting.

John Pierce attended the meeting to discuss the City's donation for the Fireworks show.

- He said they are going to order more large sized fireworks this year, which they'll be ordering in bulk to get a discounted price. The order will need to be placed by April, so he asked the Council if they could confirm a donation amount at this time.
- The Council discussed donating what was budgeted, and if there is extra from not having the parade of lights, then we can let them know and it can be put towards purchasing more fireworks from local vendors.

**Motion to confirm a donation of \$5,500 for fireworks was made by Darrell, seconded by Bill, and carried by an all-aye vote.**

The Easter Egg Hunt donation was discussed.

- The City budgeted \$500 to donate to the egg hunt. The Council confirmed we will purchase five bikes totaling \$500 as we have done in the past.

**Motion to approve spending \$500 on bikes to donate for the Easter Egg Hunt was made by Paul, seconded by Darrell, and carried by an all-aye vote.**

The Council discussed the plumbing bill for Irene Kadrmas.

**Motion to approve paying Kenny's Drain was made by Paul, seconded by Darrell, and carried by an all-aye vote.**

Randy opened-up discussion regarding the parking issue where the cardboard roll-off is placed.

- Randy proposed putting a fence around the area but the Council elected to keep it as is.
- Maria suggested putting up signs saying it's city property, but the Council didn't think it would deter parking.
- The Council agreed putting up two signs stating 'Not Responsible for Accidents' would protect us from liability in the event someone parks there while city equipment is in use nearby and an accident were to happen.

**Motion to approve placing two signs with posts stating 'Not Responsible for Accidents' was made by Darrell, seconded by Bill, and carried by an all-aye vote.**

Inspecting the sewers for tree roots was discussed.

- Josh at Unplugged provided the City with a quote to inspect/televise the city's sewers. The Council received a quote from another company in 2017 to have it done but didn't move forward with it.
- Jeremy recommends we have them televised.
- Randy discussed doing half this year and half next year as Unplugged's quote allows us to split it over two years at the same cost.
- Tony asked about using money from our emergency water fund to cover the cost. Bill and Randy liked the idea of using those funds over the course of four years in order to replenish the account each year.
- Maria will ask Josh for another quote with the cost option for doing it over the course of four years, and the Council will discuss it again at the March meeting.

Cal Odenberg with AE2S joined by phone to discuss the City taking over the Water Operation duties.

- Cal reminded the Council it was agreed on last July that the City would work towards taking on the duties since the state requirements have increased which will result in a cost of \$36K/year for AE2S to provide full-system maintenance. He also reminded the Council the State asked for our plan to get in compliance with the new requirements, so we sent a letter saying we're working towards the City taking it over.

- First step in the City taking over the duties is having a certified operator. Tony has had the training and is willing to become certified again; however, with being part-time, he's limited with how much he can take on.
- Maria will enroll Tony in a training class and sign him up to take the certification exam afterwards.
- The Council agreed to discuss this topic each month moving forward to determine the next steps in transitioning things over.

The Council discussed Mel Zent's letter requesting reimbursement.

- Mel divided his total incurred training costs between the cities he services. The Council commended his professionalism and expressed his value to the City.

**Motion to approved reimbursing Mel Zent in the amount of \$645.81 was made Darrell, seconded by Bill, and carried by an all-aye vote.**

Randy discussed a reimbursement for Brian Neurohr.

- The City needed fuel this year during snow removal when the gas card wasn't working, so Brian allowed us to use 60+ gallons of fuel so we wouldn't run out. He also did this for us a few years back when Chase was Mayor and wasn't reimbursed.
- Randy asked the Council to consider paying him back a set amount to reimburse him for both instances.

**Motion to reimburse Brian Neurohr in the amount of \$500 was made by Paul, seconded by Darrell, and carried by an all-aye vote.**

The Council reviewed the Gladstone Columbus Hall's Restricted Event Permit Application for Poker.

**Motion to grant the permit to the Gladstone Columbus Hall was made by Bill, seconded by Darrell, and carried by an all-aye vote.**

The Council reviewed two variance application from Lindsey Patterson for her chicken coop.

- The first variance was for the height of her coop, which was taller than the 6ft. max specified in the ordinance.
- The second variance was for the distance of the coop being closer to her neighbor's property than the ordinance requirements; a letter of approval from her neighbor was included.
- Lindsey converted an old shed into a chicken coop.

**Motion to approve both variance applications, as well as her permit to have chickens, contingent on Mel's inspection approval, was made by Darrell, seconded by Bill, and carried by an all-aye vote.**

Maria requested additional hours each week due to her workload.

- She stated she has not had time to start her Auditor training and is concerned the time will not become available due to her workload. She also stated some of the recent changes in processes have increased the amount of time needed to complete them.
- She expressed the importance of having adequate time to complete all tasks thoroughly.
- The additional time dedication necessary for taking on the water operations tasks was also discussed.
- The Council will look into the City having one or two full-time employees.

**Motion to approve Maria to work 30 hours a week was made by Bill, seconded by Darrell, and carried by an all-aye vote.**

Jordan provided reports for the 2022 financial review, profit/loss review.

- The Council reviewed the reports and will report back at the March meeting with any questions or concerns.

**Motion to adjourn was made by Darrell, seconded by Paul, and carried by an all-aye vote.**

January 31st Account Balances

General Checking: \$291,709.82  
 Park Checking: \$53,137.68  
 CD #0832: \$50,552.16  
 CD #9423: \$100,240.00  
 ARPA Funds: \$47,539.61

January Payroll

Chris \$357.00  
 Jordan \$700.00  
 Maria \$3,425.00  
 Tony \$1,917.30

January Bills Approved to Pay

AE Ops	\$630.65	Water Compliance Testing	SW Dist. Health	\$60.00	
B&B Transport	\$2,500.00	Abandoned Auto Grant \$	SW Water	\$4,192.96	
Banyon	\$1,680.00	FA and Payroll Yearly cost	Unplugged	\$740.00	Plugged sewer main
Bierschbach	\$417.50	Boom Lift Rental	Visa	\$2,451.98	sleds, Sam reg, stamps...
BND	\$2,000.00		WSI	\$499.99	Premium
Boss Office	\$252.96	Printer Ink	MDU Dec	\$56.41	Wolfe Ave
Butler	\$253.48		MDU Dec	\$239.93	Old City Hall
CHS	\$1,452.38	Fuel	MDU Dec	\$879.49	183 5th Ave
Display Sales	\$120.00	New US and ND Flags	MDU Dec	\$477.63	429 Main St. Shop
Display Sales	\$155.00	New Gladstone Flag	MDU Dec	\$5.77	Xmas Lights
Ferguson	\$5,500.00	Belt Clip Transceiver	MDU Dec	\$110.71	202 4th Ave
IHCS	\$60.00	Computer support	MDU Dec	\$18.70	Skating rink
IHCS	\$60.00	Computer support	MDU Dec	\$128.92	SWW ½ SW 100 Ave
Kenny's Drain	\$280.00	Irene Kadrmas bill	MDU Dec	\$217.43	298 Main S
Mackoff	\$1,785.72		MDU Jan	\$48.49	Wolfe Ave
MGM	\$4,022.37	January's Bill	MDU Jan	\$172.64	Old City Hall
Midco	\$134.66	December Bill	MDU Jan	\$585.33	183 5th Ave
Midco	\$267.36	January Bill	MDU Jan	\$369.68	429 Main St. Shop
Newman Signs	\$74.50	Talking Trails Sign	MDU Jan	\$1.80	Xmas Lights
Quality Quick Print	\$135.00	New Pet License books	MDU Jan	\$202.12	202 4th Ave
Runnings	\$238.72	Shovel, tarp, sander parts	MDU Jan	\$17.86	Skating rink
Stark Co. Aud.	\$354.58	Election Ballot Costs	MDU Jan	\$106.70	SWW ½ SW 100 Ave
Stark Co. Aud.	\$2,000.00	Assessor Fees 2023	MDU Jan	\$172.51	298 Main St
Stark Co. Aud.	\$25.00	Delinquent property	MDU Jan	\$910.55	Street Lights
purchase					
Stark Co. Rec.	\$20.00	Delinquent prop purchase			

February 23rd, 2023  
City of Gladstone  
City Council Meeting Minutes  
6pm – 6:28pm  
Subject to Approval

Present: Paul Reinbold, Bill O'Connor, Darrell Sadowsky, and Mark Erdman.

Also Present: City Auditor Maria Kolling and City Attorney Christina Wenko.

Councilmember Paul Reinbold called the meeting to order.

The Council reviewed the proposal submitted to the city for lots 5, 6, 7, and 8 of Block 4 in Wolfe's Addition.

Christina advised the Council, if the property value exceeds \$2,500, it must be put up for public bid according to the ND Century Code.

Motion to move forward with obtaining a Broker Price Opinion was made by Darrell, seconded by Mark, and carried by an all-aye vote.

Christina will ask the Council to make a motion to approve a Resolution to put the lots up for bid at the regular March meeting; Maria will add it to the agenda.

Motion to adjourn made by Mark, seconded by Darrell, and carried by an all-aye vote.