City of Gladstone
City Council Meeting Minutes
Gladstone City Hall
October 5, 2026 – 6:00pm

CALL TO ORDER & ROLL CALL

The regular meeting of the Gladstone City Council was called to order by Mayor Gary Richardson at 6:00 PM. The Pledge of Allegiance was recited.

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

Also Present: Auditor Maria Kolling, City Inspector Mel Zent.

City Attorney Christina Wenko joined by phone.

PUBLIC HEARINGS AND SECOND READINGS

Second Reading – Fireworks Ordinance Amendment

- Bill moved to approve final passage of the Fireworks Amendment. Dannielle seconded the motion. Motion carried.

PUBLIC COMMENT – None.

MINUTES

Motion to approve the Council Meeting Minutes dated September 8, 2026, was made by Bill. Second by Mitchell. Motion carried.

Motion to approve the Budget Hearing Minutes dated September 8, 2026, was made by Bill. Second by Dannielle. Motion carried.

Motion to approve the Special Meeting Minutes dated September 15, 2026, made by Bill. Second by Niki. Motion carried.

APPROVAL OF BILLS

Motion to approve the September 2026 bills was made by Dannielle. Second by Bill. Motion carried.

AGENDA REQUESTS

Rezoning Blocks 3 and 4 from R-1 (Residential 1) to MH (Mobile Home).

- Maria explained the zoning does not match existing use.
- Mel noted that if a home was destroyed by a fire or weather event, a replacement mobile home would not be allowed under current zoning, emphasizing the importance of correction.
- Christina will prepare an ordinance change. She also requested a list of property owners within 300 feet, which Maria will provide.

Dannielle moved to authorize Christina to proceed with the proposed ordinance amendment. Bill seconded the motion. Motion carried.

Visibility Concern at 3rd Ave. & Main St.

- Bill referenced page 85 of the zoning ordinance.
- Council agreed improvements can be made without removing trees.
- Mel recommended measuring 25-ft inwards from the back of the curb on each side of the corner to determine the visibility area; anything within that area must be trimmed or removed.
- Bill stated he would like to be present when the work is completed to ensure it is performed properly.

Conditional Use Permit Application for a Shipping Container

- Maria summarized her research of prior citizen requests for shipping containers to be placed on their property, which indicated that residents had been required to obtain conditional use permits or were required to remove them after a certain timeframe.
- Mel confirmed that the current zoning ordinance does not formally address shipping containers. He noted that the issue will be addressed in the revised zoning ordinance; however, the council must first determine the conditions applicable to the permit application received.
- Maria provided the council with a comparison of requirements used by the other cities in Stark County and a list of common permit conditions.
- Mel advised that the council may establish conditions governing placement and appearance and they retain discretion over the conditional use permit.
- Dannielle noted that the proposed storage container exceeds the allowable accessory-building size and would have required a building permit if constructed as a shed.
- Jamie will be required to submit a building permit application due to the size of the proposed container.
- Maria will schedule a Planning and Zoning public hearing, followed by a special meeting on Monday, October 26 at 6:00PM.
- Mitchell recommended considering potential objections from neighboring property owners in advance of the hearing.
- Mel stated that he would not object to a 40-foot container.
- The council discussed using case-specific conditions rather than prescribing all requirements in advance.
- Dannielle noted other shipping containers located within the city and expressed concern about requiring Jamie to obtain a permit when others had not been required to do so.
- The council agreed to postpone the Planning & Zoning Public Hearing and tabled the matter for further discussion.
- Christina confirmed that shipping containers are not permitted under the current code as they are not listed as an authorized use for any zoning district. If the council wishes to allow them, the zoning ordinance must first be amended to authorize the use and establish uniform conditions and standards. She also advised that previously authorized containers may qualify as lawful nonconforming uses, while containers installed without approval may need to be removed.

SHERIFF DEPARTMENT

Sheriff Corey Lee reported September being a light month in terms of incident reports. He also discussed recent law-enforcement checkpoints that were set up in Dickinson.

CITY ATTORNEY

Parker Property Updates

- Maria reported that she had not received a response from the Parkers.
- Christina emailed the Parkers' attorney for an update.
- Council discussed a potential removal deadline of November 16, 2026. If no action is taken, the City will consider moving forward with condemnation proceedings in December.

Civil vs. Criminal Enforcement Ordinance Review

- Gary and Niki expressed support for the proposed ordinance revisions.
- Christina requested council comments be submitted to Maria to pass along to her as she was unable to access the relevant materials at the time. If no additional changes are requested, she will proceed with the comprehensive ordinance update.
- Gary asked whether altercations involving two City employees should carry a stricter penalty. Christina explained that certain penalties are established by state statute and that ordinances mirroring the North Dakota Century Code cannot be altered locally. She believed the provision discussed was specific to the Century Code.
- Mitchell stated that he had a couple of questions and would submit them to Maria.

CITY ENGINEER

Stark County Grant Projects / Waterworks Project Updates

- Maria explained the need to determine an affordable loan payment in anticipation of possible Drinking Water State Revolving Fund financing approval.
- Mitchell recommended planning for at least $300,000 to preserve eligibility for the county grant and discussed the estimated cost of a 20-year loan at 2 percent interest. He reviewed the projected principal and interest payments and estimated that payments on a $300,000 loan would be approximately $2,000 per month.
- Gary noted the importance of considering when the relevant infrastructure was last improved, which was many years ago, and that the City has a responsibility to maintain the infrastructure which requires money.
- The council reached consensus that the City could support the loan payment necessary to preserve the grant funding.
- Lorraine suggested reverse-engineering the project to save costs; Maria will bring this up during the bidding process.
- The council will continue the discussion next month.

CITY MAINTENANCE / PUBLIC WORKS

Road patch on Spruce

- Gary presented a proposal from Hebron Asphalt for $11,700 to repair the ~45 ft x 20 ft area.

- Maria mentioned Prairie Paving charged the same amount for the Cliff Street repair last year.
- The council discussed asphalt and concrete options.
- Gary offered to do the concrete work, estimated to be 11 cubic yards, which would save the City a significant amount of money should the council prefer to use concrete rather than asphalt. Dannielle stated she preferred concrete.
- Bill recommended allowing the fill dirt to settle until next year before permanent repair; the council agreed to postpone the permanent repair until next year.
- In the interim, and before winter, the council agreed to level the area and fill it with crushed asphalt as a temporary surface.
- Bill stated that the County had previously advised him that crushed asphalt could be made available to the City if needed.

ADMINISTRATION AND FINANCE

NDPERS Enrollment/Resolutions

- Maria explained that NDPERS required specific language in the authorizing resolution. Niki moved to approve Resolution No. 11-2026. Dannielle seconded the motion. Motion carried.

OTHER BUSINESS

Parade of Lights Planning / Date

- The council discussed conflicting community events in Lefor on December 4 and December 12 and selected Saturday, December 19, 2026, for the Parade of Lights.

Building Permit Issued / 138 River Street

- Maria provided the council with a copy of the approved building permit for their review.

LCRR/LCRI (Lead & Copper Rule Requirements/Inventory) Category C Approval for Funding

- Maria advised that the City has been approved to utilize funding for AE2S to assist with Category C of the LCRR/LCRI requirements, resulting in no charges for their service.

Zoning Violation Discussion – Rental Property in R-1 (Residential 1) District

- Gary advised that he was invited to look inside the lower-level unit. He stated that there was not a separate bedroom or stove, and that the unit had two means of exit as well as a window approximately four inches smaller than an egress window requirement.
- Mel confirmed that an egress window would not be required for the studio apartment because it had a direct exterior exit.
- Gary was not able to confirm that a working smoke and carbon-monoxide detector was installed; however, Lorraine stated that combination detectors were installed and functioning properly. Mel advised that if confirmed, it would meet the compliance requirement.
- The next step was confirmed and agreed upon by both parties to be a Conditional Use Permit application. Once it is received by the City, a Planning and Zoning public hearing, as well as a special meeting of the council, can be scheduled for the same day as the November council meeting.

CITY COUNCIL COMMENTS

- Gary expressed concern with campers parked in the alley of Block 14 and along Main Street over the weekend. It was noted by several in attendance that the activity was related to a retirement party, with friends and family of the retiree from out of town staying in campers.
- Maria advised she was contacted by the property owner for parking suggestions. She stated that she spoke with Niki Larson, who confirmed she would be open to allowing the campers to park on her property in Wolfe's Addition, so Maria provided Niki's contact number as well as a contact for the railroad for permission to park in the lot across from the bar. Niki advised she was never contacted. It was also noted that the property owner contacted the railroad but was quoted $2,000 for the approval process.
- Gary stressed the importance of abiding by zoning regulations, as he was contacted by citizens who were not happy with the congestion of campers and described the gathering to him as resembling a street dance or party.

ADJOURNMENT

Motion to adjourn was made by Dannielle at 7:57 PM. Second by Niki. Motion carried.

END OF MONTH ACCOUNT BALANCES:

General Acct:	$191,642.58
Park Acct:	$42,937.93
CD 0832:	$55,618.56
CD 9423:	$113,543.86

SEPTEMBER PAYROLL

Employee	Wages
Dean Forster:	$202.00
Maria Kolling:	$3,606.73
James Leintz:	$328.00
Don Markwardt:	$1,229.90
Debbie Rallens:	$625.00
Total:	$5,991.63

SEPTEMBER BILLS

Vendor	Amount
A-1 SANITATION	$640.00
BRAVERA INSURANCE, INC.	$1.00
CHS	$251.94
COLUMN SOFTWARE	$465.08
GRZADZIELESKI UTILITY SERVICES	$450.00
INTERNAL REVENUE SERVICE	$1,270.69
MACKOFF KELLOGG LAW FIRM	$558.90
MGM SANITATION	$5,048.07
MIDCONTINENT COMMUNICATIONS	$171.07
ND CHEMISTRY LAB	$367.10
ND STATE TAX COMMISIONER	$61.63
ONE CALL CONCEPTS	$1.50
PARK ACCOUNT	$1,142.69
QUALITY QUICK PRINT	$113.00
SANITATION PRODUCTS INC.	$280.76
STARK COUNTY AUDITOR	$1,000.00
SW DISTRICT HEALTH	$30.00
SW WATER AUTHORITY	$3,704.74
VISA	$1,227.59
Total:	$16,785.76