

City of Gladstone
City Council Meeting Minutes
Date: April 6, 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: City Auditor Maria Kolling, City Attorney Christina Wenko, City Building Inspector Mel Zent, and City Engineer Emily Barchenger.

The Pledge of Allegiance was recited.

PUBLIC COMMENT

None.

PUBLIC HEARINGS AND SECOND READINGS

None.

MINUTES

Motion to approve the Council Meeting Minutes dated March 3, 2026, made by Niki, second by Mitchell, motion carried.

BILL APPROVAL

Motion to approve the March 2026 bills was made by Dannielle, second by Mitchell, motion carried.

AGENDA REQUEST — LOT PURCHASE INQUIRIES

- **Purchase Inquiry: Lanet and Steve Scherr – Block 2, Lots 9–11**
 - **Feedback from the KC Club:** Maria was advised that the sale of those lots would negatively impact parking and access. The Council asked whether the KC would be interested in purchasing the lots, and Maria stated they expressed interest in owning them in the future now that the property line is clear and the public bid process is understood.
 - **Public Input:** Citizens opposed to the sale of those lots for the purpose of building a storage unit were in attendance to express their concerns. Their concerns centered on the location being in the middle of a residential area and the potential for increased traffic and noise, which the council agreed were valid concerns.
 - **Alternate Location Considered:** Block 28, west side of town near the landfill (commercially zoned), was discussed as a more suitable location for storage units. Maria was asked to contact the Scherr's to propose Block 28 instead of Block 2.
 - **Zoning Note:** Mel Zent stated that although Block 28 is zoned commercial, a Conditional Use Permit would be required.
 - **Council Direction:** A citizen recommended delaying any decision until after the June election when a full council is seated. The Council agreed; no action taken.

CONSIDERATION FOR APPROVAL

- **Dakota Pump Contract Renewal**

Maria requested changes to the contract as suggested by Christina, but Dakota Pump declined. Christina stated she is comfortable with the agreement as written.

Motion to approve the contract was made by Dannielle, second by Niki, motion carried.

- **IT Support Contract Renewal and Invoice for Services**

Maria reported continued reliance on IT support from Joshua Braddock and recommended renewing the contract, noting the only change was an automatic annual renewal. The Council agreed to renew the contract with the requirement that it continue to be reviewed and approved annually.

Motion to approve the new agreement with the auto-renewal clause removed was made by Mitchell, second by Dannielle, motion carried.

Maria explained that the submitted invoice included multiple months of service because Joshua was unable to send monthly invoices due to personal hardships. Although the invoice did not list service dates, Maria checked the charges with her records and found no discrepancies. The Council requested that future invoices be submitted monthly and include dates of service.

Motion to approve payment in the amount of \$750.00 was made by Niki, second by Mitchell, motion carried.

- **Electric Sales & Services Proposals—MDU Compliance Project for Well Pump Meter**

Two proposals were provided: one for rewiring the new meter socket while keeping it in the basement of the old City Hall, the other for running electrical service outside to an MDU-provided pole, with the new socket and panel mounted on a post.

- Maria asked the Council to consider the project timeline (due to spring sewer flushing) and the reduced 2026 budget caused by the levy miscalculation.
- The Council discussed long-term plans to remove water and electrical from the basement; Mel supported moving the service outside immediately.
- Citizens expressed concern about removing the well water lines from the basement. Bill noted the cost of heating in winter; Jim believed heating was unnecessary, while Bill believed it was due to water in the line. The Council agreed to inspect and confirm after the meeting. Another citizen questioned emergency access to well water if it's removed; Mel and Bill explained the State required the connection to be severed previously, but water could be supplied via a hydrant if needed.
- Funding concerns were discussed. The Council agreed to allocate money from the Sewer Fund and proceed with the full proposal. Bill noted an additional MDU fee of \$500–\$575 for overhead service.
- If installation is not completed before sewer flushing, Southwest Water will be used.

Motion to approve the full service quote up to \$15,000 to be paid from the Sewer Fund was made by Mitchell, second by Dannielle, motion carried.

The Council requested that next year's budget include removing the well water lines line from the old City Hall building.

- **Gladstone Volunteer Firefighters Gaming Site Authorization**

Motion to approve the authorization was made by Niki, second by Dannielle, motion carried.

SHERIFF DEPARTMENT

Sheriff Corey Lee reported March was a quieter month and briefly reviewed the incident reports.

CITY ATTORNEY

- **Parker Property**
No updates. Item will be removed from the agenda until the State responds with information on the Abandoned Auto Grant.
- **Trailer at 560 Frank Street**
Item removed from the agenda pending additional information.

CITY ENGINEER

- **Waterworks Project**
 - Maria informed the Council that James Kiedrowski notified her earlier in the afternoon that he had submitted his two-week notice to KLJ and will no longer be serving as Gladstone's KLJ representative. Maria introduced Emily Barchenger, who will assume the role for the remainder of the City's contract with KLJ.
 - Emily confirmed her alignment with us on the project status. The Council emphasized the need to submit funding applications earlier next year.

CITY MAINTENANCE / PUBLIC WORKS

- **Alley Access to Yellow Shop**
 - Mel reviewed Century Code and noted the minimum alley width is 16 ft; the right-of-way in this area is 12 ft, classifying it as a utility easement rather than a dedicated alley. He expressed a preference to keep it as an easement, noting previous damage to his property caused by someone driving through it.
 - It was noted that equipment access through there is difficult for the maintenance staff, as the width barely accommodates the street sweeper.
 - The Council agreed that the cost of cutting the curb should be included in the 2027 budget, and Maria will note this for the Budget Meeting.
 - The Council acknowledged that the loss of access occurred when the lots were sold and agreed that changes would be necessary.
- **Crack Sealing**

Maria asked the Council to confirm the next priority street now that the County has completed Main Street and 1st Ave. The Council agreed 2nd Ave should be the next priority and that Rothschilder and 5th Ave should remain on the list to be completed this year. Jim noted that Spruce Street should also be considered a priority, but it was not included in the original estimate. Maria will request an estimate for Spruce Street as well as four additional streets that were not previously included.

Motion to approve the revised priority list was made by Mitchell, seconded by Dannielle, motion carried.
- **Park Flowers – Maintenance by Robin Becker**

Maria reported that Robin Becker offered to sponsor the flower bed off the highway near the north park and Gladstone sign. Robin noted that she and Linda Wanner will work together to maintain the City's flowers. The Council approved the sponsorship, expressed appreciation, and authorized the use of City water for maintenance.
- **Additional Lawn Mower Operators**

Council and Jim agreed the City has sufficient staff with Randy and Don.

ADMINISTRATION AND FINANCE

- **Park Fund Payroll**

Maria explained that due to this year's change allowing wages for park maintenance to be paid from the Park Fund, employees would need to receive separate checks from the General Account and Park Account if they had park-related hours during a payroll period. She recommended continuing to pay all wages from the General Fund and transferring the Park Fund portion to the General Fund monthly. The Council approved allowing Maria to pay Park payroll from the General Fund and to make monthly transfers from the Park Fund to the General Fund to cover the associated payroll costs.

OTHER BUSINESS

- **Spring Clean-Up Weekend**

Scheduled for May 16–17, between Mother's Day and Memorial Day. The landfill will be open both days, and citizens may contact City Hall if they need assistance loading or hauling items to the landfill.

- **Ballot order name drawing.**

Maria had the candidate names for the council seats ready to be drawn; Christina drew the names in the following order: Arles Hecker, Mitchell Kovash, Dannielle Parkin. This is the order in which the names will appear on the ballot. Maria also confirmed we received one valid petition for the mayor seat from Gary Richardson.

- **Scrap Iron Collection**

Jim reported that Weston will no longer load and haul the landfill's scrap metal to Dickinson. The City will discontinue collection, notify citizens, and update signage.

- **Deb Cassezza – Lot Purchase Inquiry (Block 25, Lots 7-9)**

Deb inquired about purchasing three lots in Block 25 to extend her yard, stating would like to plant trees and would also ensure it gets mowed, which has not been done in the past. The council saw no issue with putting the lots up for bid. Christina will prepare a Resolution Authorizing the Sale of Certain City Lots for the May council meeting—the Resolution can be amended to include lots in Block 28 should the Scherr's be interested in purchasing those rather than the Block 2 lots.

CITY COUNCIL COMMENTS

None.

ADJOURNMENT

Motion to adjourn was made by Dannielle, seconded by Niki, motion carried. Meeting adjourned at 7:28 PM.

END OF MARCH ACCOUNT BALANCES

| | |
|---------------|--------------|
| General Acct: | \$272,492.62 |
| Park Acct: | \$50,568.95 |
| CD 0832: | \$54,781.68 |
| CD 9423: | \$109,842.21 |

FEBRUARY PAYROLL

| <u>Employee</u> | <u>Wages</u> |
|------------------|--------------|
| Tabitha Brawner: | \$165.00 |
| Maria Kolling: | \$4,477.50 |
| James Leintz: | \$234.00 |
| Don Markwardt: | \$441.00 |
| Debbie Rallens: | \$261.00 |
| Total: | \$ 5,578.50 |

MARCH BILLS

| <u>Vendor</u> | <u>Amount</u> |
|-------------------------------|-------------------|
| BIERSCHBACH | \$194.00 |
| COLUMN SOFTWARE PBC | \$339.55 |
| DAKOTA COMMUNITY BANK & TRUST | \$10.00 |
| DAKOTA PUMP | \$780.00 |
| DEBRA RIGHTER-RALLENS MACKOFF | \$15.48 |
| INTERNAL REVENUE SERVICE | \$939.30 |
| KELLOGG LAW FIRM | \$747.30 |
| MGM SANITATION | \$4,363.55 |
| MIDCONTINENT COMMUNICATIONS | \$170.17 |
| MONTANA DAKOTA UTILITIES | |
| Yellow Shop | \$230.24 |
| Water Tank | \$33.68 |
| Street Lights | \$780.03 |
| Skating Rink | \$9.20 |
| City Hall | \$409.97 |
| Old City Hall | \$103.18 |
| North Park | \$58.32 |
| ONE CALL CONCEPTS | \$1.50 |
| PARK ACCOUNT | \$108.98 |
| STARK COUNTY AUDITOR | \$1,000.00 |
| SW DISTRICT HEALTH | \$30.00 |
| SW WATER AUTHORITY | \$3,808.34 |
| SW WATER AUTHORITY (Feb Bill) | \$4,677.40 |
| THERAPY SOLUTIONS | \$50.00 |
| VISA | \$868.15 |
| | TOTAL \$19,956.79 |

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


Auditor

4-9-26
Date

Mayor

Date