

Record of the minutes of a regular meeting of the City Council of the City of Minto, Walsh County, North Dakota, held on May 12, 2025, at 7:00 AM.

Mayor Larry Jamieson called the meeting to order, and the pledge was recited. Present were Councilmen Josh Miskavige, John Narloch, Lucas Kelley & Keith Shutt. Also present were Peyton Cole, city attorney, Lee Sobolik and Toni Pulak.

Lee Sobolik was present to discuss the plans he has for new housing on his property along Highway 15 east of Minto. There was talk about possibly building the Spark Homes on this property. An outside group would purchase the lots from Mr. Sobolik and donate them to Red River CHDO. Mr. Sobolik stated that by the end of this week he should have a selling price for each lot.

Toni Pulak, who represented the Minto Summer Cookouts, appeared before the Council. She is concerned about how she is to store the equipment for the cookouts. Presently, it is being stored in a trailer, but that option is only temporary. Mrs. Shutt informed the Council that that only property the city owns along Harvey Avenue is where the recycle bin is located. After much discussion, Mr. Jamieson will speak to Brad Narloch concerning the placement of some type of storage next to the Community Center.

Ms. Cole advised the Council that the city could run into an easement by prescription when it comes to closing the west entrance to the mobile home park. An easement by prescription comes into effect when one party has used the other's property for a particular purpose over an extended period of time — with or without permission. We can close the entrance, but a party could pursue legal action against the City to try enforce this easement. The city was looking to close the west entrance in order to build the Spark homes on those lots.

Ms. Cole also discussed the John Miller building situation. After speaking with Tyler Spomer, National Flood Insurance Program Coordinator for North Dakota, the city will not be fined for non-compliance, but Mr. Miller could sue the city if his building were to flood. Mr. Miller does not want to install flood vents in his building, but dry or wet flood proofing would bring him into compliance with the flood ordinance and the city does need to bring Mr. Miller into compliance. There was a suggestion to have Mr. Miller sign a release of liability and Ms. Cole would need to check with Mr. Spomer about that. As a last resort, the building could be excluded from flood insurance through NFIP.

Minutes from the regular meeting held on April 14, 2025, were submitted for approval. Motion by Mr. Shutt to approve the minutes, seconded by Mr. Kelley, carried.

Committee reports were given:

- Streets, Utilities & Lights
 - Mrs. Shutt informed the Council that there is \$100,000 left to pay out to Tri-State Paving for the crack sealing & seal coating.
 - Mr. Miskavige, who spoke on behalf of the Minto Jaycees, stated that they will be paying for the paving of the alley behind the Minto Community Center. This will alleviate the drainage problems. They are also looking to sandblast the light poles along Highway 81 and paint them.
- Animal Warden
 - Mayor Jamieson is trapping the gophers out at the cemetery. Mr. Paschke stated the gophers are terrible at the lagoon.
 - The vaccination clinic will be on Wednesday, May 14 from 5-6:30 at the fire hall.
- Planning & Zoning
 - On a motion by Mr. Miskavige, seconded by Mr. Kelley and carried, 1 building permit was approved:
 - Curtis Gerszewski-shed
 - Phil Kilichowski has begun landscaping around his house along 5th Street.
- Forestry
 - Mr. Paschke was informed by a tree trimmer that Minto has Emerald Ash Borer. We may need to start removing ash trees and there may be a grant available.

- Public Works Report
 - Mr. Paschke presented quotes for a new driveway slab north of the city shop. On a motion made by Mr. Shutt, seconded by Mr. Miskavige and carried, the Council approved the bid by Stampede Concrete for \$10,488.00. Mr. Paschke also presented a bid for concrete to be laid inside the city shop, but no motion was made to accept that bid.
 - On a motion made by Mr. Shutt, seconded by Mr. Narloch and carried, the Council approved the purchase of a new loader at a cost of \$14,000 after trade-in.

The Northridge MHP and Mary Lizakowski’s house along Highway 81 were discussed. Both properties have issues with clutter. Ms. Cole will be coordinating with Mrs. Shutt to get letters sent out to both property owners concerning the clean up of their respective properties.

A motion was made by Mr. Shutt to approve claims and financials, seconded by Mr. Narloch and carried, financials and the following claims were approved:

GENERAL FUND		
ADOBE	ACROBAT PRO SUBSCRIPTION	23.99
ANIMAL ELSKAN INN	BOARDING DOG	175.00
EINARSON LAW OFFICE	APRIL RETAINER	250.00
EINARSON LAW OFFICE	MILLER BUILDING	342.50
JR WELDING	REPAIR TRAILER JACK	290.53
KOBLE, PATRICE	CLEAN OFFICE	25.00
MARCO	COPIER CONTRACT	71.40
MIDCONTINENT COMMUNICATIONS	DATA @ OFFICE	125.39
MIDCONTINENT COMMUNICATIONS	PHONE @ OFFICE	39.35
MINTO COMMUNITY CENTER	OFFICE RENT	750.00
MORGAN PRINTING	PUBLISH 3/10 MEETING MINS	71.69
OTTER TAIL POWER COMPANY	PARK SHOP, SOUTH SIGN #7030631	209.01
TRUE NORTH EQUIPMENT- GRAFTON	AIR & OIL FILTER, OIL- MOWERS	74.56
WALSH COUNTY TREASURER	POLICING CONTRACT	924.00
		3,372.42
LEGACY EARNINGS HIGHWAY FUND		
TRI-STATE PAVING	CRACK SEALING	11,534.12
		11,534.12
HIGHWAY FUND		
LOCATORS & SUPPLIES	TRAFFIC CONES & BARRICADES	1,858.38
NORTHDAL E OIL	DIESEL-STREET SWEEPER	78.36
NORTHDAL E OIL	GAS-PICKUP	11.84
SIGN SOLUTIONS	STREET SIGNS	115.03
		2,063.61
STREETLIGHT FUND		
OTTER TAIL POWER COMPANY	STREET LIGHTS #7026101	1,072.04
OTTER TAIL POWER COMPANY	WHITEWAY #7005015	96.46
SAMSON ELECTRIC LTD	LOCATE STREET LIGHT WIRES	270.00
		1,438.50
FOREST FUND		
TRACTOR SUPPLY CO	T POST,ALUMINIZED STEEL	264.44
		264.44
SNOW REMOVAL FUND		
NARLOCH TRUCKING	3.5 HRS 3/17 SNOW REMOVAL	680.00
NARLOCH TRUCKING	2 HRS 3/23 SNOW REMOVAL	360.00
		1,040.00

WATER PLANT & PIPELINE FUND		
WALSH RURAL WATER DISTRICT	PRELIMINARY ENGINEERING	1,000.00
		1,000.00
PRAIRIE DOG FUND		
TRI-STATE PAVING INC.	HOT MIX REPAIR	9,280.00
TRI-STATE PAVING INC.	SEAL COAT	31,359.86
TRI-STATE PAVING INC.	CRACK SEALING	22,400.55
TRI-STATE PAVING INC.	CRACK SEALING	8,671.40
TRI-STATE PAVING INC.	CRACK & SEAL COATING	49,018.27
		120,730.08
WATER FUND		
ADOBE	ACROBAT PRO SUBSCRIPTION	23.99
BIG JIM'S E-SIDE TIRE, INC.	FLAT REPAIR-PICKUP	36.45
CENTRAL MCGOWAN	ACETYLENE	45.67
FILTER CARE OF GRAFTON, INC.	OIL,-PICKUP	40.29
GF UTILITY BILLING	MARCH WATER SAMPLE	26.00
HILL'S INC.	STEEL PIPE, LABOR-CURB STOP	67.75
KILMER CONSTRUCTION INC.	REPAIR CURB STOP(CENTURY LINK)	1,122.92
MIDCONTINENT COMMUNICATIONS	DATA @ SHOP	141.04
MINTO AUTO SALES AND SERVICE	GREASE VEHICLE & ROTATE TIRES	30.00
MINTO POST OFFICE	UTILITY BILLING POSTAGE	113.12
NORTH DAKOTA ONE CALL, INC.	SHARE OF APRIL LOCATES	12.43
NORTHDALE OIL	GAS-PICKUP	55.24
NORTHDALE OIL	COKE FOR CURB STOPS	17.54
OTTER TAIL POWER COMPANY	PUMP HOUSE #7027163	752.06
PASCHKE, PAT	CELL PHONE	100.00
VESTIS	COVERALLS & RUGS-APRIL	30.02
VESTIS	COVERALLS & RUGS-MAY	30.02
WALSH RURAL WATER DISTRICT	FIXED O & M COSTS	358.00
WALSH RURAL WATER DISTRICT	GALLON COSTS - 1,322,000	8,764.86
		11,767.40
SEWER FUND		
NORTH DAKOTA ONE CALL, INC.	SHARE OF APRIL LOCATES	12.42
NORTHDALE OIL	GAS-PICKUP	11.84
OTTER TAIL POWER COMPANY	NORTH SEWER LIFT #7005019	202.31
OTTER TAIL POWER COMPANY	SOUTH SEWER LIFT #7005020	104.65
OTTER TAIL POWER COMPANY	LAGOON #20018644	60.32
TEAM LABORATORY CHEMICAL, LLC	SUPER & MEGA BUGS	1,550.00
		1,941.54
GARBAGE FUND		
REFUSE DISPOSAL SERVICE	COLLECTIONS	4,958.00
		4,958.00
PARK FUND		
ANDERSON, MARK	MOWING	320.00
MINTO PARK BOARD	REVENUE SHARE	779.54
		1,099.54
PAYROLL		
BC/BS	HEALTH INSURANCE	3,337.62
DEPARTMENT OF THE TREASURY	FEDERAL WITHHOLDING	2,715.81
NDPERS	LIFE INSURANCE	73.52
NDPERS	RETIREMENT	1,767.26
NDPERS	DEFERRED COMP	300.00

PASCHKE, PAT	194 HRS, 15.5 OT, 8 SICK, 8 HOLIDAY	5,283.35
SHUTT, ANGELA	161.5 HRS, 11.75 SICK, 4 HOLIDAY	3,093.32
SHUTT, KEITH	2 HRS ROAD GRADING	36.94
		16,607.82
APRIL 2025 TOTAL CLAIMS		177,817.47

Mrs. Shutt presented Resolution 2025-003 for consideration:

RESOLUTION 2025-003

WHEREAS the Walsh County official newspaper is not printed within the city limits of the City of Minto, and

WHEREAS the City of Minto does not have a newspaper published within its city limits, and

WHEREAS the City Council of the City of Minto recognizes the need to publish minutes, public notices, and other items in an official newspaper, then

BE IT RESOLVED by the City Council of the City of Minto, North Dakota that the Walsh County Record is designated the official newspaper for the City of Minto.

This resolution was adopted at a regular meeting of the Minto City Council on May 12, 2025.

Mayor

Attest: _____
Auditor

On a motion made by Mr. Shutt, seconded by Mr. Miskavige and carried, Resolution 2025-003 was passed.

Any Council members available tonight, May 12, will be conducting a drive around inspection of the properties in Minto. Letters will be sent to property owners in violation of ordinances or anyone who needs to tidy up their property.

There being no further business, on a motion made by Mr. Shutt, seconded by Mr. Narloch, and carried, the meeting was adjourned at 8:30 AM. The next regular meeting will take place Monday, June 9, 2025, at 7:00 AM.

Mayor

Attest: _____
Auditor