

Record of the minutes of a regular meeting of the City Council of the City of Minto, Walsh County, North Dakota, held on July 13, 2026, at 7:00 AM.

Mayor Josh Miskavige called the meeting to order. Present were Councilmen Keith Shutt, Larry Jamieson, Ethan Wysocki & Jake Lunski. Also present was Peyton Cole, city attorney, Kelli Slominski, Mary Otto, Ron Nikle & Amanda Vogt.

There were no additions to the agenda.

During the public comment period, Kelli Slominski spoke to the Council about zoning all the non-zoned property in Minto. Amanda Vogt presented the Council with information concerning the Trap-Neuter-Return(TNR) program for feral cats in the City of Minto.

On a motion made by Mr. Shutt, seconded by Mr. Jamieson and carried, the Council approved the Official Canvassing Report from Walsh County.

Mrs. Shutt informed the Council that all oaths of office were received by the July 1 deadline.

Mrs. Shutt will look into the elected officials training and let the Council know how to sign up.

Mayor Miskavige called for nominations for the office of President of the City Council. On a motion made by Mr. Shutt, seconded by Mr. Wysocki and carried, Mr. Jamieson was elected City Council President.

Mayor Miskavige called for nominations for the office of Vice-President of the City Council. On a motion made by Mr. Jamieson, seconded by Mr. Wysocki and carried, Mr. Shutt was elected City Council Vice-President.

Mayor Miskavige appointed the following people to serve on the 2026-2028 Committees:

Streets, Utilities & Lights: Keith Shutt
Animal Warden-Ethan Wysocki
Employee Relations-Larry Jamieson, Josh Miskavige, Jake Lunski
Planning & Zoning-Joshua Miskavige, Ethan Wysocki
Forestry-Jake Lunski
Building & Grounds-Larry Jamieson
JDA rep-Jake Lunski

On a motion made by Mr. Shutt, seconded by Mr. Lunski and carried, the Council approved the 2026-2028 Committee appointments.

On a motion made by Mr. Shutt, seconded by Mr. Lunski and carried the following appointments were made:

Auditor-Angela Shutt
Engineer-AE2S
Attorney-Einarson Law Office
Assessor-Walsh County Tax Director

On a motion made by Mr. Shutt, seconded by Mr. Wysocki and carried, Ordinance 197, which raises the sale tax rate for the city to 1.5%, passed its first reading. The increase in sales tax was voted on by the residents of Minto in the 2026 Primary Election and passed 87-44.

Due to several complaints about golf carts, e-bikes and motorized scooters, the Council decided to pass an ordinance regulating their use. Mrs. Shutt and Ms. Cole will work on this together.

Mrs. Shutt asked Council again which ordinances the city should turn over to district court.

Ms. Cole presented the Council with a letter for the property owners along 7th Street concerning its platting.

Ms. Cole is still working on the property south of the coulee (3rd Street).

At 7:30 AM, Erik Jones from Houston Engineering gave a Teams presentation to the Council concerning the development of dam modification alternatives for the Minto Dam. He suggested that a stakeholders meeting should be held so property owners along the river can voice their concerns and ask questions. Mrs. Shutt will organize the meeting details.

Minutes from the regular meeting held on June 8, 2026, were submitted for approval. A motion was made by Mr. Jamieson to approve the minutes, seconded by Mr. Shutt, and carried.

Committee reports were given:

- Animal Warden
 - The TNR Program was discussed. Mrs. Shutt called for a motion to adopt this program for the City of Minto, but no motion was made.
- Planning & Zoning
 - On a motion made by Mr. Shutt, seconded by Mr. Wysocki and carried, three building permits were approved:
 - Dian Strydom-fence 229 Major Ave
 - Kilichowski Trucking-finish house 321 6th St.
 - Mark Kilichowski-foundation work 421 2nd St.
 - The Council discussed the non-zoned property Ms. Slominski spoke about during the public comment period. A petition will need to be filed to start the process of zoning any non-zoned property.
 - Only one resident with an expired building permit has yet to finish their project or apply for another permit.
- Public Works Report
 - Mr. Paschke informed the Council that erosion is still occurring around the lagoon. On a motion made by Mr. Shutt, seconded by Mr. Wysocki and carried, the Council approved Mr. Paschke replacing rip rap around the lagoon.
 - Mr. Paschke will be gone July 20-21.

Walsh County is waiting for the check from Columbia Grain before starting the Hariott Drain Bridge.

The next Walsh Regional Water District meeting is later this week. Brad Narloch may have an update for the Council next meeting.

Todd Kidney is in negotiations to sell Northridge MHP.

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

GENERAL FUND		
ADOBE	MONTHLY ACROBAT PRO SUBSCRIPTION	23.99
EINARSON LAW OFFICE	JUNE MEETING, RETAINER	1,240.78
EINARSON LAW OFFICE	ZONING, 7TH ST, ORDINANCE WORK	2,256.63
KOBLE, PATRICE	CLEAN OFFICE	25.00
KODA BANK	DEPOSIT SLIPS	122.80
LOFFLER	MONTHLY COPIER CONTRACT	43.25
MENARDS	JANITORIAL SUPPLIES	51.94
MIDCONTINENT COMMUNICATIONS	DATA @ OFFICE	126.65
MIDCONTINENT COMMUNICATIONS	PHONE @ OFFICE	39.92
SHUTT, ANGELA	CELL & POSTAGE	55.30
MINTO AG CENTER	FOUNDATION HERBICIDE	600.00
MINTO COMMUNITY CENTER	OFFICE RENT	750.00
MINTO PARK BOARD	REVENUE SHARE	801.71
MINTO POST OFFICE	CERTIFIED LETTER POSTAGE	12.90
MINTO POST OFFICE	3 ROLLS OF STAMPS	234.00
MORGAN PRINTING	PUBLISH 6/8 MEETING MINUTES	79.92
ND LEAGUE OF CITIES	CITY DUES	1,042.00
NORTHDALE OIL	GAS-LAWNMOWERS	189.97
NORTHDALE OIL	GAS-LAWNMOWERS	194.97
NORTHDALE OIL	GAS-LAWNMOWERS	37.74
RYAN EBERTOWSKI	STORAGE RENTAL 26-17	800.00
TRUE NORTH EQUIPMENT-GRAFTON	LAWN MOWER BLADES	80.70
TWO TREES TECHNOLOGIES	MONTHLY IT SERVICES	119.75
TWO TREES TECHNOLOGIES	MONTHLY IT SERVICE	119.75
WALSH COUNTY TREASURER	POLICING CONTRACT	924.00
		9,973.67
HIGHWAY FUND		
NARLOCH TRUCKING	4 YDS GRAVEL	54.00

NORTHDAL OIL	GAS-PICKUP	15.53
NORTHDAL OIL	PROPANE	184.41
RYAN EBERTOWSKI	STORAGE RENTAL 26-27	1,500.00
TRI-STATE PAVING INC.	STREET PATCHING	27,540.00
VOSS TRANSPORT	5 LOADS GRAVEL	2,125.00
		31,418.94
BUILDING FUND		
FIRE BUG SERVICES. LLC	ANNUAL FIRE EXTINGUISHER SERVICE	181.50
KEITHS SECURITY WORLD INC	YEARLY CLOUD SERVICE 2 DOORS	200.00
MENARDS	TOILET SEAT	28.99
		410.49
STREETLIGHT FUND		
OTTER TAIL POWER COMPANY	STREET LIGHTS #7026101	1,104.33
OTTER TAIL POWER COMPANY	WHITEWAY #7005015	95.26
SAMSON ELECTRIC LTD	STREETLIGHTS NEAR BRIDGE	115.00
		1,314.59
FOREST FUND		
KB STUMP REMOVAL	TREE TRIMMING	2,200.00
RUNNINGS	2 GAL POLY SPRAYER	54.99
		2,254.99
COMMUNITY DEVELOPMENT FUND		
AE2S	STOLTMAN'S ADD. REPLAT	273.00
AE2S	LSL REPLACEMENT FACILITY PLAN	2,560.54
AE2S	LSL INVENTORY UPDATES	1,881.50
		4,715.04
SNOW REMOVAL FUND		
MORGAN PRINTING	PUBLISH CALL FOR SNOW REMOVAL	42.18
		42.18
INSECT FUND		
ADAPCO, INC.	MOSQUITO SPRAY & DILUENT	2,198.50
MENARDS	INSECT SPRAY	22.42
		2,220.92
WATER FUND		
ACME ELECTRIC	BLOW GUN & MARKING PAINT	23.73
ADOBE	MONTHLY ACROBAT PRO SUBSCRIPTIPN	23.99
CORE & MAIN	ANNUAL SENSUS SUPPORT	4,510.00

CUMMINS SALES AND SERVICE	GENERATOR MAINTENANCE	464.19
GF UTILITY BILLING	MAY WATER SAMPLE	26.00
MENARDS	PAPER TOWEL,PROPANE CYLINDER	23.23
MIDCONTINENT COMMUNICATIONS	DATA @ SHOP	141.40
MINTO POST OFFICE	WATER BILLING POSTAGE	126.88
NORTH DAKOTA ONE CALL, INC.	SHARE OF JUNE LOCATES	12.75
NORTHDAL OIL	GAS-PICKUP	72.48
NORTHDAL OIL	PROPANE	860.58
OTTER TAIL POWER COMPANY	PUMP HOUSE #7027163	528.58
PASHCKE, PAT	CELL PHONE	100.00
TWO TREES TECHNOLOGIES	MONTHLY IT SERVICES	23.75
TWO TREES TECHNOLOGIES	MONTHLY IT SERVICE	23.75
WALSH RURAL WATER DISTRICT	FIXED O & M COSTS	558.00
WALSH RURAL WATER DISTRICT	GALLON COSTS - 18,660,000	11,196.00
		18,715.31
SEWER FUND		
ACME ELECTRIC	BLOW GUN & MARKING PAINT	23.73
CUMMINS SALES AND SERVICE	COOLANT SENSOR REPLACEMENT	206.49
CUMMINS SALES AND SERVICE	GENERATOR MAINTENANCE	565.45
CUMMINS SALES AND SERVICE	GENERATOR MAINTENANCE	513.01
JET-WAY MULTIPLE SERVICES INC	CLEAN LIFT STATIONS	3,987.50
NORTH DAKOTA ONE CALL, INC.	SHARE OF JUNE LOCATES	12.75
NORTHDAL OIL	GAS-PICKUP	15.53
NORTHDAL OIL	PROPANE	184.41
OTTER TAIL POWER COMPANY	NORTH SEWER LIFT #7005019	205.60
OTTER TAIL POWER COMPANY	SOUTH SEWER LIFT #7005020	75.65
OTTER TAIL POWER COMPANY	LAGOON #20018644	57.73
		5,847.85
GARBAGE FUND		
REFUSE DISPOSAL SERVICE	COLLECTIONS	5,950.00
REFUSE DISPOSAL SERVICE	RECYCLING CONTAINER	200.00

		6,150.00
PAYROLL		
BC/BS	HEALTH INSURANCE	3,762.22
CHRISTENSON, CHEYENNE	31.26 HRS	519.63
DEPT OF TREASURY	FEDERAL WITHHOLDING	3,327.12
JAMIESON, LARRY	SALARY	623.36
KELLEY, LUCAS	SALARY	415.57
MISKAVIGE, JOSHUA	SALARY	415.57
NARLOCH, JOHN	SALARY	415.57
NDPERS	LIFE INSURANCE	102.86
NDPERS	RETIREMENT	1,793.93
NDPERS	DEFERRED COMP	300.00
PACHKE, PAT	166.5 HRS,20 OT,8 HOL,8 BEREAVEMENT,24 VAC	5,525.42
PULAK, ANDREW	27.81 HRS	359.55
SHUTT, ANGELA	160.5 HRS,8 HOL,4.75 SICK,2 VAC	3,103.86
SHUTT, KEITH	SALARY & 8.5 HRS ROADGRADING	572.57
		21,237.23
TOTAL CLAIMS JUNE 2026		104,301.21

On a motion made by Mr. Jamieson, seconded by Mr. Wysocki and carried, the Council accepted Narloch Trucking's following bid for snow removal for the 2026-2027 season:

- \$200.00/hr loader with pusher, \$200.00/hr motor grader, \$160.00/hr skid loader
- Minimum billing of \$15,000.00 for 2026-2027 snow season

Mr. Lucas Monday presented the Council with some information concerning a walking path through the city. Mrs. Shutt brought up some concerns about the location due to the fact most of the walking path would be in the floodplain. The Minto JCs will be financially responsible for the construction of the walking path, but there is some debate about who will be responsible for maintenance. Mr. Monday will keep the Council posted when more information comes available.

Mr. Mondry briefed the Council on the fountain the Minto JCs installed on the east side of 81 in the river. They are also responsible for the electric bill to run the fountain.

Mrs. Shutt asked the Council if there are any projects she needs to budget for in 2027. They suggested more rip rap along the lagoon and possibly manholes along Highway 81.

There being no further business, on a motion made by Mr. Shutt, seconded by Mr. Wysocki, and

carried, the meeting was adjourned at 8:53 AM. The next regular meeting will take place on Monday, August 10, 2026, at 7:00 AM.

Mayor

Attest: _____
Auditor