

Record of the minutes of a regular meeting of the City Council of the City of Minto, Walsh County, North Dakota, held on September 8, 2025, at 7:00 AM.

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

There were no additions to the agenda.

Mark Voeltz appeared before the Council to discuss the vacation of 5th Street between Wilson Avenue and Harvey Avenue. The Council informed Mr. Voeltz that if he follows the proper procedure for vacating a street, they will have no problem vacating that portion of 5th Street.

Ms. Cole had another update for the Council concerning Minto's municipal court. She has a contract started and the Council can approve it at the next meeting. Ms. Cole and Mayor Jamieson will need to attend a Walsh County Commission meeting to present the contract to Walsh County Commissioners.

The Council also agreed not to pay for an abstract to be drawn up for Lots 4 & 5 Block 5 of Stoltman's Addition. That will be the buyer's responsibility.

Minutes from the regular meeting held on August 11, 2025, were submitted for approval. A motion was made by Mr. Shutt to approve the minutes, seconded by Mr. Narloch, and carried.

Committee reports were given:

- Streets, Utilities & Lights
 - Mr. Shutt informed the Council that he had bladed 7th Street if the city still wanted to apply dust control to it. Mr. Paschke will contact Ice Dust Control. Mr. Shutt also suggested that either Brad Narloch or Trevor Slominski may allow the city to borrow a water truck to dampen the gravel to reactivate the dust control.
- Animal Warden
 - Mrs. Shutt requested that Ms. Cole send Todd Kidney a letter concerning the farm animals in the mobile home park. Mr. Shutt was informed that another trailer in the mobile home park will be demolished.
- Planning & Zoning
 - On a motion made by Mr. Shutt, seconded by Mr. Miskavige and carried, 1 building permit was approved:
 - Patricia Grammer-new roof & decks
 - Mr. Kelley will speak to Angel Lopez concerning the shed he brought onto his property.
- Public Works Report
 - On a motion made by Mr. Shutt, seconded by Mr. Kelley and carried, the quote from Ironhide Equipment for a brush mower for \$8300.00 less a trade in value of \$4300.00 was approved.

Mrs. Shutt gave the Council an update on the concession stand at the park.

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	MONTHLY ACROBAT PRO SUBSCRIPTION	23.99
AMAZON	PLAIN WHITE ENVELOPES	36.20
AMAZON	YELLOW CAUTION TAPE	33.83
EINARSON LAW OFFICE	AUGUST RETAINER & MEETING	618.30
EINARSON LAW OFFICE	DEED, COURT, STREET VACATING	805.00
HANSONS AUTO & IMPLEMENT INC.	KNIFE SECTION-MOWER	50.00
INTERSTATE BILLING SERVICE	OIL CHANGE-LOADER	255.04
KOBLE, PATRICE	CLEAN OFFICE	25.00
MARCO	COPIER CONTRACT	88.24
MARCO	CONTRACT USAGE 5/24-8/23	144.61
MIDCONTINENT COMMUNICATIONS	DATA @ OFFICE	125.39
MIDCONTINENT COMMUNICATIONS	PHONE @ OFFICE	39.43
MINTO AG	HEBICIDE-LAGOON	120.00
MINTO COMMUNITY CENTER	OFFICE RENT	750.00
MORGAN PRINTING	PUBLISH 6/14 MEETING MINS	98.79
NARLOCH TRUCKING	DIRT FOR MINTO SIGNS	50.00
NORTHDALE OIL	GAS-LAWNMOWERS	134.95
TWO TREES TECHNOLOGIES	MONTHLY IT SERVICE	119.75
WALSH COUNTY TREASURER	POLICING CONTRACT	924.00
		4,442.52
HIGHWAY FUND		
INTERSTATE BILLING SERVICE	OIL CHANGE-LOADER	255.04
NORTHDALE OIL	GAS-PICKUP	12.30
NORTHDALE OIL	GAS-PICKUP	9.16
		276.50
STREETLIGHT FUND		
OTTER TAIL POWER COMPANY	STREETLIGHTS #7026101	948.10
OTTER TAIL POWER COMPANY	WHITEWAY #7005015	78.37
		1,026.47
FOREST FUND		
INTERSTATE BILLING SERVICE	OIL CHANGE-LOADER	255.05
		255.05
INSECT FUND		
FILTER CARE OF GRAFTON, INC.	FUSE-MOSQUITO SPRAYER	8.58

		8.58
WATER FUND		
ADOBE	MONTHLY ACROBAT PRO SUBSCRIPTION	23.99
MIDCONTINENT COMMUNICATIONS	DATA @ SHOP	141.04
MINTO POST OFFICE	WATER BILLING POSTAGE	128.10
ND WATER USERS ASSOCIATION	2025 MEMBERSHIP	125.00
NORTH DAKOTA ONE CALL, INC.	SHARE OF AUGUST LOCATES	6.75
NORTHDAL OIL	GAS-PICKUP	57.43
NORTHDAL OIL	GAS-PICKUP	42.76
OTTER TAIL POWER COMPANY	PUMP HOUSE #7027163	424.00
PASCHKE, PAT	CELL PHONE	100.00
TWO TREES TECHNOLOGIES	MONTHLY IT SERVICE	23.75
VESTIS	COVERALLS & RUGS	30.02
WALSH RURAL WATER DISTRICT	FIXED O & M COSTS	358.00
WALSH RURAL WATER DISTRICT	GALLON COSTS - 1,725,000	11,436.75
WATERLY	ANNUAL OPWORKS SUBSCRIPTION	1,250.00
		14,147.59
SEWER FUND		
ND SEWAGE PUMP & LIFT STATION INC	ANNUAL SERVICE CONTRACT	555.00
ND SEWAGE PUMP & LIFT STATION INC	REPLACE HOUR METER NORTH LIFT	150.00
NORTH DAKOTA ONE CALL, INC.	SHARE OF AUGUST LOCATES	6.75
NORTHDAL OIL	GAS-PICKUP	12.31
NORTHDAL OIL	GAS-PICKUP	9.16
OTTER TAIL POWER COMPANY	NORTH SEWER LIFT #7005019	123.90
OTTER TAIL POWER COMPANY	SOUTH SEWER LIFT #7005020	57.79
OTTER TAIL POWER COMPANY	LAGOON #20018644	53.88
WATERLY	ANNUAL OPWORKS SUBSCRIPTION	1,250.00
		2,218.79
GARBAGE FUND		
REFUSE DISPOSAL SERVICE	COLLECTIONS	4,958.00
		4,958.00
PARK FUND		
ANDERSON, MARK	30 HRS	600.00
MIN		
MINTO PARK BOARD	REVENUE SHARE	1,116.16
GOODSELL, GLENN III	30.75 HRS	397.57
OSOWSKI, MAREK	12.25 HRS.	164.04

SHUTT, ART	87.49 HRS	1,556.10
SITZER, TRENTON	14 HRS	187.47
		4,021.34
PAYROLL		
BC/BS	HEALTH INSURANCE	3,337.62
DEPT OF TREASURY	FEDERAL WITHHOLDING	2,631.79
NDPERS	LIFE INSURANCE	73.52
PASCHKE, PAT	145.5 HRS, 14 OT, 8 SICK, 16 VACATION	4,280.51
SHUTT, ANGELA	136 HRS, 4 VACATION	2,397.02
ULLAND, DOUG	30.77 HRS	511.49
		13,231.95
TOTAL CLAIMS AUGUST 2025		44,586.79

On a motion made by Mr. Miskavige, seconded by Mr. Kelley and carried, one gaming permit was approved:

- Sacred Heart Altar Society-11/2 raffle

On a motion made by Mr. Shutt, seconded by Mr. Miskavige and carried, the 2026 Final Budget was approved with the following levy amounts:

General Fund	88.4 mills	\$132,701.85
Emergency Fund	2.45 mills	\$3680.67
Cemetery Fund	1.94 mills	\$2909.27
Airport Authority	<u>3.96 mills</u>	<u>\$5948.37</u>
	96.75 mills	\$145,240.15

The city received their check from Walsh Rural Water District for their share of the 2024 surplus. The check was about \$4000.00 short of the amount we were originally expecting. Brad Narloch is aware of this and will investigate it.

There being no further business, on a motion made by Mr. Shutt, seconded by Mr. Narloch, and carried, the meeting was adjourned at 7:20 AM. The next regular meeting will take place on Monday, October 13, 2025, at 7:00 AM.

Mayor

Attest: _____
Auditor

