

Record of the minutes of a regular meeting of the City Council of the City of Minto, Walsh County, North Dakota, held on February 10, 2025, at 7:00 AM.

Mayor Larry Jamieson called the meeting to order, and the pledge was recited. Present were Councilmen John Narloch, Lucas Kelley, Keith Shutt & Josh Miskavige. Samantha Onstad, city attorney, Brad Narloch, Brian Reily (Water Rural Water) & Geoffrey Slick (AE2S) were also present.

After reviewing the agenda, no additions were made to the agenda.

Mr. Brad Narloch, Mr. Reily & Mr. Slick appeared before the Council to review the 4 plans concerning the possible updates to the Walsh Regional Water Supply & Treatment Plant. The Walsh Rural Water District is still waiting to hear from the City of Grafton before proceeding. Mr. Narloch informed Mrs. Shutt that the Walsh Rural Water District ran in the black for the year 2024 and Minto's share is \$19,000.00. They have not decided if that amount will be paid to the city or used as a credit toward the updates. If the city needs to take out a loan for any of the updates, we could receive a SRF loan with 2% interest.

Minutes from the regular meeting held on January 13, 2025, were submitted for approval. A motion was made by Mr. Shutt to approve the minutes, seconded by Mr. Miskavige, & carried.

Committee reports were given:

- Streets, Utilities & Lights-Keith
 - Mr. Shutt suggested the city seal coat the streets this year. Mrs. Shutt will contact AE2S to start the process.
- Animal Warden-Josh
 - The city has received a couple of complaints concerning feral cats around the museum. Mr. Miskavige will investigate it.
- Planning & Zoning
 - On a motion made by Mr. Miskavige, seconded by Mr. Kelley and carried, the Council approved Dian Strydom's building permit for a new shed.
- Public Works Report-Pat
 - On a motion made by Mr. Narloch, seconded by Mr. Shutt and carried, the Council approved the quote by ND Sewage Pump & Lift Station to install two new 6" check valves, gaskets and hardware for \$10,110.00 at the north lift station.

Mayor Jamieson informed the Council that Vern Schanilec is looking to purchase the building located at 137 Harvey Avenue. Mr. Schanilec wanted to know if the Council would give him permission to have a residence inside the building. The Council granted permission.

Mrs. Shutt reviewed the 2024-year end transfers with the Council. On a motion made by Mr. Shutt, seconded by Mr. Miskavige and carried, the following transfers were approved:

Fund Number & Name	Transfers In	Transfers Out
100 GENERAL FUND	\$80,000.00	\$50,742.28
201 HIGHWAY DISTRIBUTION FUND	\$0.00	\$0.00
209 BUILDING FUND	\$25,000.00	\$0.00
218 SNOW REMOVAL	\$0.00	\$25,000.00
219 INSECT CONTROL FUND	\$0.00	\$25,000.00
401 WATER TOWER FUND	\$5,000.00	\$0.00
402 WATER PLANT & PIPELINE	\$15,000.00	\$0.00
404 SEWER RESERVE FUND	\$5,000.00	\$0.00
601 WATER FUND	\$0.00	\$10,000.00
602 SEWER FUND	\$0.00	\$5,000.00
603 GARBAGE FUND	\$0.00	\$15,000.00
800 PARK	\$742.28	\$0.00
	\$130,742.28	\$130,742.28

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	FACIAL TISSUE, GLASS CLEANER	38.76
CONNECTING POINT	MONTHLY IT SERVICE	78.75
CONNECTING POINT	MONTHLY IT SERVICE	78.75
EINARSON LAW OFFICE	JANUARY RETAINER	250.00
EINARSON LAW OFFICE	JAN MTG, HUD ORDINANCE, MISC	807.73
IMMENSE IMPACT, LLC	ANNUAL WEBSITE SUBSCRIPTION	737.00
J.P. COOKE COMPANY	2025 ANIMAL LICENSE TAGS	92.95
KOBLE, PATRICE	CLEAN OFFICE	25.00
MARCO	COPIER CONTRACT	71.40
MIDCONTINENT COMMUNICATIONS	DATA @ OFFICE	123.39

MIDCONTINENT COMMUNICATIONS	PHONE @ OFFICE	39.70
MINTO COMMUNITY CENTER	OFFICE RENT	750.00
MORGAN PRINTING	PUBLISH 12/9 MEETING MINUTES	78.11
ND WORKFORCE SAFETY	2025 ANNUAL PREMIUM,	800.14
OTTER TAIL POWER COMPANY	PARK SHOP, SOUTH SIGN #7030631	104.39
OTTER TAIL POWER COMPANY	SKATING RINK #20057078	68.92
WALSH COUNTY TREASURER	POLICING CONTRACT	924.00
		5,092.98
HIGHWAY FUND		
FERGUSON ENTERPRISES LLC #3325	SALINITY METER-SALT BRINE	29.90
NORTHDAL OIL	GAS-PICKUP	9.33
NORTHDAL OIL	GAS-PICKUP	6.25
NORTHDAL OIL	GAS-PICKUP	9.52
NORTHDAL OIL	PROPANE	149.52
NORTHDAL OIL	DIESEL	163.12
NORTHDAL OIL	PROPANE	67.88
SWANSTON EQUIPMENT CORP.	STREET SWEEP BROOMS	891.83
		1,327.35
BUILDING FUND		
MENARDS	COUNTERTOP, FOAM SPRAY, MISC	123.79
MENARDS	WALL BASE ADHESIVE	8.73
		132.52
STREETLIGHT FUND		
OTTER TAIL POWER COMPANY	STREETLIGHTS #7026101	1,125.91
OTTER TAIL POWER COMPANY	WHITEWAY #7005015	92.87
		1,218.78
SNOW REMOVAL FUND		
INTERSTATE BILLING SERVICE	COUPLERS, BLADE WIPE-SNOWBLOWER	366.53
JR WELDING	SPOUT FOR SNOWBLOWER	617.76
NORTHDAL OIL	DIESEL	163.12
		1,147.41
2011 WASTEWATER IMPROVEMENT FUND		
BANK OF NORTH DAKOTA	WASTEWATER BOND INTEREST	6,062.50
BANK OF NORTH DAKOTA	WASTEWATER BOND ADMIN FEE	1,212.50
		7,275.00
WATER FUND		

ADOBE	MONTHLY ACROBAT PRO SUBSCRIPTION	23.99
CONNECTING POINT	MONTHLY IT SERVICE	58.75
CONNECTING POINT	MONTHLY IT SERVICE	58.75
EXXONMOBIL	GAS-PICKUP WATER EXPO	96.63
GF UTILITY BILLING	DECEMBER WATER SAMPLE	26.00
MIDCONTINENT COMMUNICATIONS	DATA @ SHOP	138.91
MINTO POST OFFICE	BILLING POSTAGE	115.36
NORTH DAKOTA ONE CALL, INC.	SHARE OF OCTOBER 2024 LOCATES	4.50
NORTH DAKOTA ONE CALL, INC.	SHARE OF JANUARY 2025 LOCATES	0.75
NORTHDAL OIL	GAS-PICKUP	43.54
NORTHDAL OIL	GAS-PICKUP	29.17
NORTHDAL OIL	GAS-PICKUP	44.40
NORTHDAL OIL	PROPANE	697.73
NORTHDAL OIL	PROPANE	316.81
OTTER TAIL POWER COMPANY	PUMP HOUSE #7027163	722.20
PASCHKE, PAT	CELL & MEAL	114.00
RADISSON HOTEL BISMARCK	WATER EXPO ROOM CHARGES	205.00
VESTIS	COVERALLS & RUGS	30.02
WALSH RURAL WATER DISTRICT	FIXED O & M COSTS	358.00
WALSH RURAL WATER DISTRICT	GALLON COSTS - 1,623,000	10,760.49
WALSH RURAL WATER DISTRICT	DECEMBER BILL ADJUSTMENT	537.24
		14,382.24
SEWER FUND		
AE2S	SOUTH LIFT STATION ISSUES	91.00
FILTER CARE OF GRAFTON, INC.	BATTERY-NORTH LIFT STATION	316.98
NORTH DAKOTA ONE CALL, INC.	SHARE OF OCTOBER 2024 LOCATES	4.50
NORTH DAKOTA ONE CALL, INC.	SHARE OF JANUARY 2025 LOCATES	0.75
NORTHDAL OIL	GAS-PICKUP	9.33
NORTHDAL OIL	GAS-PICKUP	6.25
NORTHDAL OIL	GAS-PICKUP	9.51
NORTHDAL OIL	PROPANE	149.51
NORTHDAL OIL	PROPANE	67.89
OTTER TAIL POWER COMPANY	NORTH SEWER LIFT #7005019	237.30

OTTER TAIL POWER COMPANY	SOUTH SEWER LIFT #7005020	103.97
OTTER TAIL POWER COMPANY	LAGOON #20018644	65.16
SAMSON ELECTRIC	TROUBLESHOOT GENERATOR-N LIFT STATION	105.00
		1,167.15
GARBAGE FUND		
REFUSE DISPOSAL SERVICE	COLLECTIONS	4,958.00
		4,958.00
PARK BOARD FUND		
MINTO PARK BOARD	REVENUE SHARE	1,082.30
ND WORKFORCE SAFETY	2025 ANNUAL PREMIUM	114.29
		1,196.59
PAYROLL		
BC/BS	HEALTH INSURANCE	2,807.49
DEPARTMENT OF THE TREASURY	FEDERAL WITHHOLDING	2,319.14
NDPERS	LIFE INSURANCE	73.52
NDPERS	RETIREMENT	1,424.61
NDPERS	DEFERRED COMP	300.00
PASCHKE, PAT	153 HRS, 8 OT, 14 DT, 8 HOL, 6 VAC	4,771.43
SHUTT, ANGELA	135.25 HRS, 8 HOL	2,513.08
		14,209.27
TOTAL CLAIMS JANUARY 2025		52,107.29

On a motion made by Mr. Kelley, seconded by Mr. Miskavige and carried, 7 special events permits were approved;

- Museum Fundraiser-01/03
- Cash Bingo-01/11
- Bologna Feed-01/17
- Gianna Home Fundraiser-02/07
- Wedding-02/15
- Alan Sitzer Memorial Fundraiser-03/07
- Purse Bingo-03/21

There being no further business, on a motion made by Mr. Narloch, seconded by Mr. Shutt and carried, the meeting was adjourned at 8:11 PM. The next regular meeting will take place on Monday, March 10, 2025, at 7:00 AM.

Mayor

Attest: _____
Auditor