

KINDRED CITY COUNCIL

The City of Kindred City held its Council Special Meeting September 4, 2024.

Call to Order at 5:31 p.m. Members present: Spelhaug, Sharp, and Peraza.

The following motions were made and carried unanimously unless otherwise recorded:

- Approve the Retail On/Off Premises Alcohol License for 701 Spirits Bar and Grill
- Approve up to \$15k for the TCE extension for Parcel 32-0000-03171-000 through 9-15-2025

• Approve raffle permit for Living with hATTR Benefit

Meeting adjourned at 5:53 p.m.

(Minutes are summarized. Full detail is available by request or online at www.kindrednd.com)

Tabitha Arnaud
City Auditor
(November 27, 2024)

The City of Kindred held its City Council Meeting on September 4, 2024.

Call to Order at 7:01 p.m. Members present: Kersting, Spelhaug, Johnson, Sharp, and Peraza

The following motions were made and carried unanimously unless otherwise recorded:

- Approve the agenda with revisions
- Approve the 2017-2018 audit report as presented
- Approve the Final Plat of Kindred Youth Baseball Addition
- Approve Kindred Parks Fireworks Display Permit for Sept. 27
- Approve 2nd Reading of Ord 2024-108 for Annexation of Kindred Youth Baseball Addition

• Approve the Gametime-Cunningham Recreation quote for playground equipment

• Appoint Lydia Cao to P&Z for a 5-year term, expiring Oct 2029

• Approve Moore Engineering Invoice 40083

• Allow issuance of building permits in

NPR 8th & 9th Addition ahead of receipt of LOMR-F documentation

• Approve CAP3 for \$385,707.72.

• Approve Moore Engineering Invoice 40085

• Approve Moore Engineering Invoice 40087

• Approve the NDSWC Cost-Share Agreement for the Water Reservoir Improvements Study

• Approve Moore Engineering Agreement Amendment No 1 for the Water Reservoir Improvements Study

• Approve Moore Engineering Invoice 40086

• Approve Engineering Agreement for the planning/design phases of Plains 3rd Addition

• Approve consent calendar items: August 7, 2024 meeting minutes; raffle permit application for St. Maurice Catholic Church; delinquent utility accounts list; bills for payment and financial reports for August 2024 and paid bills as follows:

Bank of ND, \$122,338.88; Black Sheep Groundskeeping, \$1,236.27; CCEC, \$932.00; Cass County Government, \$4,258.08; Cass Rural Water, \$13,762.39;

City of Fargo, \$216.00; Dakota Ag, \$1,088.01; D. Kersting, \$476.20; Fat Man Trash, \$102.90; Ferguson Waterworks, \$2,183.82;

FCCU, \$763.01; Innovative Office Solutions, \$141.73; John Deere Financial, \$168.19; Key Contracting, \$248,715.45; Kindred State Bank, \$17,131.76;

Kindred True Value, \$69.34; KNDPA, \$438.75; MFOA, \$40.00; Midwest Inspection Services, \$2,632.50; MLGC, \$206.83;

Moore Engineering, \$83,470.37; ND One Call, \$50.55; Northern Improvement, \$409,608.86; Ohnstad Twichell, \$6,008.00; Ottertail, \$3,186.01;

Pro Sweep Inc, \$1,600.00; Randall's Excavating, \$24,310.68; Red River Valley & West-er RR, \$165.00; R. Schock, \$70.00; D. Stone, \$6.00;

FCCU, \$763.01; Innovative Office Solutions, \$141.73; John Deere Financial, \$168.19; Key Contracting, \$248,715.45; Kindred State Bank, \$17,131.76;

Kindred True Value, \$69.34; KNDPA, \$438.75; MFOA, \$40.00; Midwest Inspection Services, \$2,632.50; MLGC, \$206.83;

Moore Engineering, \$83,470.37; ND One Call, \$50.55; Northern Improvement, \$409,608.86; Ohnstad Twichell, \$6,008.00; Ottertail, \$3,186.01;

Pro Sweep Inc, \$1,600.00; Randall's Excavating, \$24,310.68; Red River Valley & West-er RR, \$165.00; R. Schock, \$70.00; D. Stone, \$6.00;

Truck, \$507.78;

Northern Cass Hot Lunch, \$350.00; Office Depot, \$32.47; Olander Bus Services, \$10,419.00; On Track, \$69.90; Pearce Durick LLC, \$1,590.00;

Pearson Education, \$319.48; Pitney Bowes Global Financial Services, \$195.00; Polar Communications, \$559.90; Portaphone, \$509.86; Razor Tracking, Inc, \$425.00;

Rubber Stamp Champ (On-Line), \$35.23; Sam's Club/Synchrony Bank, \$266.90; Sandys Donut, \$199.60; Sanford Health Occupational Medicine, \$129.00; Scheels, \$70.93;

Schneider, Madiynn, \$60.00; School Specialty, \$200.55; Scripps National Spelling Bee, \$.50; Seesaw Learning, Inc., \$2,625.00; Severance, Nora, \$30.00;

Sheraton Philadelphia City Center Motel, \$1,798.76; Spangelo Carney, Erica, \$178.22; Studies Weekly, \$421.35; Summit K12, \$3,180.00; Sustainable Supply, \$228.46;

Syvud Chiropractic Clinic PC, \$80.00; Target, \$23.63; Train Heroic, \$99.99; Transcend, Inc, \$25,000.00; Tyler Technologies, Inc, \$1,642.73;

United Air, \$706.98; Verizon Wireless, \$435.71; Vestis, \$615.20; Vistaprint, \$89.65; Watts Ace Hardware, \$255.95;

Webstaurantstore, \$45.13; Zoom, \$172.91; October Payroll, \$535,831.25;

IRS, \$113,551.80; MN Tax Commissioner, \$717.76;

ND Tax Commissioner, \$0.00; ND TFFR, \$94,170.12; ND PERS, \$20,553.49; MATC (403B's), \$8,620.73; PayFlex - HSA, \$30,780.90; JP Morgan, \$27,252.09

Dr. Pitkin left the meeting at 5:48 p.m.

Administrative reports presented by Mrs. Schenck, Mr. Johnson, Mr. Margerum, and Mr. Laxdal. Mr. Margerum, Mr. Johnson and Mrs. Schenck shared results from fall benchmark testing. Learner report presented by Grace M. Reports are accessible on the Northern Cass School Board website.

M. Engelke left the meeting at 5:57 p.m.

Moser moved to approve the fundraising requests as presented. Steffes seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Dr. Steiner presented his administrative report.

TEACHING, LEARNING, AND LEARNER ACHIEVEMENT

Dr. Steiner shared an update on the Personalized Learning Institute.

UNFINISHED BUSINESS

Johnson moved to approve the second reading of changes to policy ACDBA Video Cameras on School Buses, GACCA-BR Dual Credit Program, GACE GED Credit for High School Graduation and Curriculum Requirements, GBG Field Trips, HCED Fundraising as presented. Jalbert seconded the motion. Upon call of roll, the motion passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

NEW BUSINESS

Teaching and Learning committee report: learner discussion on preferred name, new policies for discussion, feedback on draft of definitions document, sponsoring entity review and recommendation, instructional section of board policy, curriculum writing update, fundraising, programming update, goals for working with Steve Hegele, NC-CH&WC update.

Moser moved to approve the first reading of changes to the following policies as

Sweeney Controls, \$540.00; Team Lab, \$925.00; The Home Shop, \$813.85; USPS Kindred, \$120.96; Vector Control, \$1,696.00;

Verizon, \$120.03; Waste Management, \$10,412.12; Payroll, \$14,639.24; Payroll Liberties, \$9,365.37

• Approve the gWorks Core package for utility billing, accounting, and payroll

Meeting adjourned at 9:39 p.m.

(Minutes are summarized. Full detail is available by request or online at www.kindrednd.com)

Tabitha Arnaud
City Auditor
(November 27, 2024)

The City of Kindred held its City Council Meeting October 2, 2024.

Call to Order at 7:02 p.m. Members present: Kersting, Sharp, Johnson, Stoddard, and Peraza.

The following motions were made and carried unanimously unless otherwise recorded:

• Approve the agenda with revisions

• Approve the Gaming Site Authorization for West Fargo Rural Fire Department at 701 Spirits Bar and Grill LLC (441 Elm St)

• Approve the warranty agreement with KPH Inc for the force main couplings with the revision to replenish the \$25,000 deposit each time it is used within the warranty period

• Designate Darrell Kersting as Primary and Adam Spelhaug as Alternate Policy Board Members

• Approve Northern Improvement quote of \$1,600.00 for asphalt mill & overlay

• Approve CAP5 for \$43,000.43, includes retainage of \$4,000.00

• Approve Moore Engineering Invoice 40542

• Approve Aqua Lawn Invoices 46411 & 77478

• Approve CAP4 for \$760,612.14

• Approve Moore Engineering Invoice 40630

• Approve up to \$389.00 for locating ex-

penses on the Braaten Addition force main if they are not already in Kindred's locate system

• Approve Moore Engineering Invoice 40544

• Approve Moore Engineering Invoice 40543

• Approve Moore Engineering Invoice 40545

• Purchase 2024 CAT skid steer, with \$20k down with equipment reserve and KSB to finance remaining

• Revise previous motion to include the power box rake in the purchase contract

• Transfer 80 hours PTO from R. Schock to J. Johnson effective October 2024

• Approve the final budget for the year 2025 with a total City levy of \$276,100.00

• Report the 2021-2023 biennium Municipal Infrastructure Fund revenues as "Reserved for future infrastructure project."

• Approve the 2024-2025 Ottertail Power Company Lease Agreement

Meeting adjourned at 9:05 p.m.

(Minutes are summarized. Full detail is available by request or online at www.kindrednd.com)

Tabitha Arnaud
City Auditor
(November 27, 2024)

The City of Kindred held its City Council Special Meeting Minutes October 9, 2024.

Call to Order at 6:31 p.m. Members present: Kersting, Johnson, Spelhaug, and Peraza.

The following motions were made and carried unanimously unless otherwise recorded:

• Approve consent calendar items: 09/04/2024 & 09/09/2024 meeting minutes; delinquent utility accounts list; bills for payment and financial reports for September 2024, and paid bills as follows:

Black Sheep Groundskeeping, \$188.13; CCEC, \$918.00; Cass County Government, \$4,258.08; Cass County Reporter, \$15.24; Cass Rural Water, \$15,271.17;

NORTHERN CASS BOARD OF EDUCATION

The Board of Education Meeting for Northern Cass Public School District No. 97 was held Monday, October 14, 2024 at 5:30 p.m. in the Northern Cass Office Conference Room, Rural Hunter, ND.

Present: Brad Bjerk (via Zoom), Sean Jalbert, Penny Johnson, Travis Moser, and Lori Steffes; Grace M. - Learner Member, Dr. Cory Steiner - Superintendent, Paige Carlson - Business Manager

Absent: Chris Murch, Todd Olson

Meeting called to order by President Bjerke.

Also present: Crysta Schenck, Elementary Principal; Sam Johnson, Middle School Principal; Doug Margerum, High School Principal; Bryce Laxdal, Activities Director; and Dr. Becky Pitkin (via Zoom).

Board Norms were read by President Bjerke.

Jalbert moved to approve the agenda as amended. Johnson seconded the motion which pass (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Dr. Becky Pitkin and M. Engelke joined the meeting via Zoom at 5:32 p.m.

BOARD EDUCATION

Dr. Steiner introduced Dr. Becky Pitkin,

ND ESPB Executive Director, who presented on ethics in education via Zoom.

Dr. Steiner provided an update on the items included on the consent agenda which included: minutes from September 10, 2024, budget hearing and September 10, 2024, general meeting; General Fund, Activity Fund, Hot Lunch financial reports for September; investment, heating and electric reports for September; and General Fund bills for payment. Johnson moved to approve the consent agenda as presented. Steffes seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Murch, Olson, Steffes).

Abcya! Kids, \$599.98; Accurate Label Designs, \$150.95; Aldi, \$74.99; Amazon.com, \$7,556.01; Apple.com/US, \$64.35;

Award Decals, Inc., \$373.95; Best Western Fresno, \$783.99; Boomerang For Gmail, \$53.94; Calendly, \$96.00; Cass County Electric Coop, \$11,542.00;

Cass County Reporter, \$189.79; Cass Rural Water Users, \$526.29; CDW Government, \$5,296.48; Cenex Fleet Fueling, \$122.44; Cenex Petro, \$18.45;

Central Door & Hardware Inc, \$350.00; Central Regional Education Association, \$15,200.00; City of Fargo, \$5,864.73; Cole Papers Inc, \$3,814.72; Countrywide Sanitation Company, \$1,696.82;

Curt's Lock & Key Service, Inc, \$107.10; Dakota Medical Foundation, \$45.00; Daktronics, Inc., \$675.00; Davis, Linsey, \$1,551.72; Delta Airlines, \$406.94;

Eduzzle Pro Teacher, \$13.50; Eide Bailly LLP, \$16,458.75; Fargo Parks, \$42.50; Fargo Tire Services, \$1,107.64; FCCLA, \$300.00;

Follett Content Solutions, \$1,672.35; Food Travel, \$258.36; Frontier Airlines, \$800.24; Game One, \$853.93; Gas, \$452.89;

Gilmore Global Logistics Services, Inc., \$48.45; Gipper Media, Inc, \$1,500.00; Hagen, Jessica, \$108.54; Hanson, Payton, \$50.00; Hilton Minneapolis, \$341.22;

Hope Glass, \$250.00; Hornbachers-Northport, \$5.29; Hubbard, Leah, \$1,188.92; IBM Corporation, \$99.00; Instacart, \$74.29;

Internal Revenue Service, \$2,629.91; Jim's Towing Inc., \$402.50; Kasowski Tire & Service, \$10.00; Kotaco Fuels, \$8,385.47; Krinke, Ashley, \$331.05;

Lazur Breiland, Brittany, \$37.79; Linde Gas & Equipment Inc., \$158.89; Lugsch-Te-hle, Lindsey, \$500.00; Marco Technologies, \$2,515.80; Mary's Market, \$46.71;

Marzano Resources, \$3,960.00; McGraw-Hill School Pub Co, \$36.24; Melander, Autumn, \$37.91; Misc Expense, \$2,975.99; Motor Vehicle, \$47.00;

N2Y LLC, \$339.98; NDCEL, \$425.00; NDHSCA Membership, \$60.00; NDOC Group Account, \$860.71; North Central

presented: GBDB Teaching about Religion, GBEAB Work Experience Opportunities, GBDA Guest Speakers and Controversial Issues, GCC Graduation Exercises, GCACB Reporting to Parents. Steffes seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Johnson moved to approve Northern Cass Definition Document as presented. Moser seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Moser moved to approve Sponsoring Entity proposal from NDSU for Governor's School. Jalbert seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Budget & Human Resources committee report: 2024-25 budget, Safety Mill next steps, updates on current projects, NCCH & WC update, open-enrollment request, legislative or negotiations topics.

Building and Grounds committee report: update from Mr. Lerew, Mr. Gutknecht, Officer Nettekstad, and Mr. Laxdal, building fund update, Safety Mill discussion, updates on current projects, health science update, storage facility for bids.

Steffes moved to approve lane change contract addendums for J. Haseleu, C. Nelson, E. Randklev, S. Reichel, G. Sitte, and T.

Ukestad, Moser seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Jalbert moved to approve contract addendum for 2024-25 school year for K. Wittner for 6th period prep. Johnson seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Johnson moved to approve the 2024-2025 co-curricular contracts for A. Melander, W. Whiteaker, N. Myers, T. Ukestad, K. Vander Wal, and K. Howatt as presented. Jalbert seconded the motion which pass (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Superintendent evaluation will be sent out by Paige Carlson by October 30, 2024, to be completed in the Rocky Mountain evaluation system by November 6, 2024.

Paige Carlson verified board member registration for attendance at the annual school board convention on October 24-25, 2024.

Moser moved to approve the posting of request for bids for an 81-passenger school bus for the 2025-2026 budget. Johnson seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Jalbert moved to approve the request for bids for a 70' x 120' bus barn addition as presented. Steffes seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Johnson moved to approve an open enrollment application for Level 1 and Level 3 from West Fargo for the 2024-2025 school year who recently moved to Harwood. Moser seconded the motion which passed (Yes: Bjerke, Johnson, Moser, Steffes; No: Jalbert).

Johnson moved to adjourn the board meeting. Jalbert seconded the motion which passed (Yes: Bjerke, Jalbert, Johnson, Moser, Steffes).

Meeting adjourned at 6:40 p.m.

Brad Bjerke,
President
Paige Carlson,
Business Manager
(November 27, 2024)

LEONARD CITY COUNCIL

The regular meeting of the Leonard City Council was held Monday November 4, 2024 at 7 p.m. Present: Mayor Sheila Brown, Ben Shepherd, Gilbert Schumacher, Arlin Vanderwerf, Caroline Kraning and City Auditor Trina Nudell. Also present were numerous community members.

The October meeting minutes were read and approved. (Motion made by Arlin, seconded by Ben)

The Cass County Sheriff's Report was given by Deputy Justin Mortinsen. There were 17 calls for service.

The Finance Report was given by Auditor Nudell.

The first item of old business was auditor wages. Per Arlin, based on the ND City Auditor survey, most towns the size of Leonard pay their City Auditors \$1,200 per month. Discussion included the auditor duties previously and currently, how much Marcy was being paid when she retired in July 2020 and the amount that had been paid to David Vandroev Accounting. Mayor Brown noted how much the auditor does and how integral they are to the city. Ben made a motion to pay the City Auditor \$1,000 per month. Seconded by Caroline.

The second item of old business was the spare snow blower. This spare blower hasn't been used for several years, but it's a good back-up in the event that the city tractor would need repairs and a temporary tractor would have to be rented. This blower could be used with a rental tractor. It was decided that we'd keep the spare snow blower for now, but it will be moved into the shop, out of the weather.

New business included a report about the Halloween Party. There was a really good turnout (27 kids). There was a large variety of games and activities, and the event was a huge success. Plans are to have the event again next year.

City of Fargo, \$14.00; Dakota Ag, \$1,088.52; ESRI, \$700.00; Fat Man Trash, \$102.90; Ferguson Waterworks, \$2,548.22;

FCCU, \$376.28; Game Time, \$60,350.60; Kindred True Value, \$86.94; KNDPA, \$506.25; Marco Technologies, \$1,175.86;

MetroCOG, \$13,998.12; Midwest Inspection Services, \$5,872.00; MLGC, \$205.98; Moen Portables, \$1,170.00; Moore Engineering, \$69,753.19;

Northern Improvement, \$385,707.72; Ohnstad Twichell, \$8,381.37; Ottertail, \$3,198.56; R. Schock, \$70.00; T. Arnaud, \$216.13;

Titan Machinery, \$2,242.00; USPS Kindred, \$120.40; Verizon, \$120.03; Waste Management, \$11,106.05; Widmer Roel, \$7,000.00;

Payroll, \$19,328.85; Payroll Liabilities, \$8,795.63; Facility Deposit Refund, \$500.00 Meeting adjourned at 7:14 p.m.

(Minutes are summarized. Full detail is available by request or online at www.kindrednd.com)

Tabitha Arnaud
City Auditor
(November 27, 2024)

The City of Kindred held its City Council Special Meeting Minutes October 21, 2024.

Call to Order at 7:02 p.m. Members present: Kersting, Spelhaug, and Peraza.

The following motions were made and carried unanimously unless otherwise recorded:

• Allow issuance of building permits in Newport Ridge Eighth and Ninth Addition contingent on expanded LOMR-F being FEMA approved prior to Certificate of Occupancy on new construction

Meeting adjourned at 7:43 p.m.

(Minutes are summarized. Full detail is available by request or online at www.kindrednd.com)

Tabitha Arnaud
City Auditor
(November 27, 2024)

The tree contest and Santa Day were discussed. Santa will be here on December 7 from 10 a.m. to Noon. Starting at 9 a.m., there will be crafts, cookie frosting and Dear Santa letters. The event will conclude at 1 p.m.

Next on the agenda was the David Humphrey