

Fessenden City Council Meeting Minutes

CITY OF FESSENDEN
REGULAR CITY COUNCIL
MEETING
REGULAR SESSION AGENDA
MINUTES
WEDNESDAY, SEPTEMBER
3, 2025
7 P.M.
City Hall Council Chambers

PRESENT: Mayor Donna Young; Jeffrey Johnson, Karl Mogren, Brian Schimelfenig, Ron Widiger; Auditor Paula Tweton, PWC Jeff Roehrich.

ABSENT: Alderman Vince Harshbarger, GUESTS: Lisa Bertrand, Chris Thurner, Tammy Roehrich, Dan Silhan.

Meeting was called to order by Mayor Young at 7 P.M.

Widiger moved to approve agenda; Johnson seconded. Agenda was approved on voice vote, all voting aye.

Mogren moved to approve minutes; seconded by Johnson. Motion carried on voice vote, all voting aye.

Schimelfenig moved to approve bills; seconded by Johnson. On roll call vote: Schimelfenig aye, Bartz aye, Mogren aye, Widiger aye, Johnson aye; Harshbarger absent. Motion approved on roll call vote.

Johnson moved to approve timecards; seconded by Schimelfenig. Motion carried on voice vote with 4 ayes and 1 nay.

Financial reports reviewed. Moved by Johnson and seconded by Schimelfenig to approve reports.

Auditor: Auditor Paula Tweton informed the Council that the 2025 Legislature had repealed the Legacy Earnings Highway Distribution Fund which the City had received biennially. A new Flexible Transportation Fund was established in its place which will be distributed monthly to cities. Lagoon: Change order received by the City; Tammy Roehrich will discuss this topic later in the meeting. Tweton reminded the Council that the 2025 Public Budget Hearing will be held on Monday, October 1, 2025, at the City Hall Council Chambers at 6:30 p.m. to be followed by the regular city council meeting.

Public Works: PWC Roehrich stated that the garage doors at both city shops were not working properly. Moved by Schimelfenig and seconded by Bartz to have Roehrich contact service company to repair doors. Motion carried on voice vote, all voting aye. Roehrich was also instructed to pursue information/pricing on dump-ground fence discussed at previous meeting.

UNFINISHED BUSINESS: Lagoon: Change order received from Scherbenske to reduce testing price. Via letter, engineer Susan Hazelett informed Scherbenske that testing standards must be upheld and requested a figure from Scherbenske which ultimately was a reduction of \$50,000 which was approved by the Department of Environmental Quality (DEQ). Schimelfenig asked Tammy Roehrich about biosolids and a conversation will be held with Tom Nudd on Friday. Pay application #3 was received. It was moved by Johnson and seconded by Schimelfenig to issue payment for pay applications as they are received by the City. Motion carried on roll call vote, all voting aye.

National Flood Insurance Program ordinance will need to be created in order for Fessenden residents who wish to obtain flood insurance through this federal program. Approval of this will be placed on the October agenda.

Mayor Young went over committee assignments with the Council.

Auditor was instructed to follow up with city attorney regarding updating ordinance relative to utility bills.

Public Comment: Resident Lisa Bertrand reported problems at the city park and environs regarding gutters filled with detritus as well as non-functioning culverts and suggested a regular maintenance schedule for those items. Also, the road between the park and the ball diamond is an issue. Schimelfenig stated new culverts would cost around \$10,000 and Schimelfenig and Widiger explained that the essential problem was that the topography in that area of the city was extremely flat which precluded efficient drainage. Ms. Bertrand stated she still felt a regular maintenance schedule would alleviate some of the problems.

Dan Silhan thanked Mayor Young for spraying for mosquitoes while PWC Roehrich was on vacation. He inquired about the situation with fixing the alley behind his house. PWC reported that the equipment necessary to work on the alley was broken and that he had just returned from vacation and that when the truck was repaired he would work on the alley.

Chris Thurner had questions about his water bill. PWC Roehrich stated that he needed to receive water meter readings from Chris in order to determine the accuracy of the water bills. Chris stated that he would provide water meter readings with the expectation that the issue would be resolved.

It was moved by Widiger and seconded by Mogren to adjourn the meeting; motion carried on voice vote. Meeting adjourned at 10:30 p.m.

The next regular meeting of the Fessenden City Council will be held on Monday, October 6, 2025, at 7 p.m. in the City Council Chambers at City Hall following the 2026 Fessenden Budget public meeting.

Donna Young, Mayor
Paula Tweton, Auditor
AUGUST 2025 INVOICES *pre-authorized payments

GENERAL FUND: *Ottertail, City Hall utilities \$231.92; *NDPERS, PWC health insurance \$983.92; *NDPERS, Auditor retirement \$410.00; *IRS, Monthly federal tax payment \$2,110.92; *NDTC, phone \$279.95; *Fessenden Park Board, 17% share State Aid \$734.22; Gooseneck, Hose for lawn mower \$157; Donna R. Young (NDSU), Pesticide Certification/testing \$118.00; Herald Press, Minutes/bills, drinking report chart \$667.53; Sunshine Spray, Mosquito spraying \$135.00; Nyhus Law Firm, Ordinance discussions \$1,980.00; Dust-Tex, Rug cleaning \$90.90; Van Diest, Mosquito spray and flushing solution \$3,763.00; Visa, IT \$31.00; Cenex, \$250.27. TOTAL: \$11,804.20.

MUNICIPAL FUND: *Double M Sanitation, Garbage plus Cenex \$6,565.00; *Ottertail, Pump house \$316.50; *Ottertail, Lift station 1 \$148.64; *Ottertail, Lift station 2 \$42.27; *Ottertail, Lift station 3 \$42.27; Advantage Computer, Software water billing \$576.00; Central Plains, 1,275,170 gallons \$7,687.02; NDDOH, Water testing \$54.00; Ferguson, Meter parts \$488.89; Apex Engineering Group, Wastewater lagoon improvements \$9,999.90; Sewage Pump and Lift, Repaired bracket, parts, annual service \$1,081.40; *USPS, Water billing postage \$173.85; One Call, 20 calls at \$1.50 \$30.00; Jackson Services, PWC retirement \$780.48; Visa, Software water billing \$31.65; Cenex, hardware \$40.65. Total: \$28,058.52.

STREET: *Ottertail, East shop \$67.80; *Ottertail, Main shop \$48.24; *Ottertail, Streetlights \$1,034.37; RDO, Payloader filter \$77.78; Cenex, Gas, fuel, hardware \$410.41. Total: \$1,638.60.

Total Bills: \$41,501.32
Publication Date: October 4, 2025

Harvey School Board Meeting Minutes

PROCEEDINGS OF THE HARVEY SCHOOL BOARD

Regular Meeting
August 13, 2025 7:00 PM
Members Present: Hertz, V. Anderson, Mertz, W. Anderson, Arnold

Members Absent:
Also Present: Aaron Loff, Zane Remsen, Mike Every, Kelly Hase, Mike Prom, and members of the community.

The meeting was called to order by W. Anderson in the HHS Library.

Approval of Agenda: The board adds "High School Music Teacher" to the agenda under "Hot Lunch Seconds." Also, they remove "Pre-School Rental Agreement." Moved by Hertz, second by Mertz to approve the agenda with changes. A vote was taken and unanimously carried.

Community Speakers: There were no community speakers.

Consent Agenda
V. Anderson requests the payment of bills to be removed from the consent agenda. Moved by V. Anderson, second by Hertz to approve the consent agenda as follows:

- Policy ABEC – Required Meal Charge Policy (Second Reading)
- Policy BAA – Employing Board Members (Second Reading)
- Policy BCBA – Public Participation at Board Meetings (Second Reading)
- Policy DDA – Sick Leave (Second Reading)
- Policy FFI – Personal Electronic Communication Devices (Second Reading)
- Policy GBBA – Guest Speakers (Second Reading)
- Policy Committee Meeting Minutes of July 14th, 2025
- July 2025 Regular Board Meeting Minutes
- Policy Committee Meeting Minutes of July 28th, 2025
- Special Meeting Minutes August 4th, 2025.

Payment of Bills: Moved by V. Anderson, second by Mertz to pay the bills. A vote was taken and unanimously carried.

Reports
Superintendent's Report: Moved by Hertz, second by Mertz to pay former superintendent Dr. Lukens \$250 for his guidance on completing the 25-26 budget. A vote was taken and unanimously carried. Moved by Hertz, second by Mertz to accept the superintendent's report. A vote was taken and unanimously carried.

High School Principal's Report: Moved by Mertz, second by Arnold to accept the High School Principal's Report. A vote was taken and unanimously carried.

Elementary Principal's Report: Moved by V. Anderson, second by Hertz to accept the Elementary Principal's Report. A vote was taken and unanimously carried.

Activity Director's Report: Moved by V. Anderson, second by Mertz to allow Mike Prom to request funds from the Eagles for a sports trailer. A vote was taken and unanimously carried.

Moved by Mertz, second by Hertz to accept the Activity Director's report. A vote was taken and unanimously carried.

Items for Discussion or Possible Action
2025-2026 Budget: Moved by Hertz, second by Mertz to approve the budget. A vote was taken and unanimously carried.

Opening of Bids: Coal: Moved by Mertz, second by Arnold to accept the Center Coal Bid. A vote was taken and unanimously carried.

Coal Hauling: Moved by Hertz, second by Mertz to accept Mick Thompson's bid. A vote was taken and unanimously carried.

Employee and Personnel Handbook – Second Reading: Moved by Hertz, second by V. Anderson to accept this handbook on its second reading. A vote was taken and unanimously carried.

Weight Room Fobs: Moved by Mertz, second by Arnold to accept the weight room regulations form with changes. A vote was taken and unanimously carried.

Student Course Enrollment: President Wade Anderson requested approval from the parents to speak publicly about their child. Both the mother and the father gave permission. Moved by V. Anderson, second by Mertz to accept the parents' request. A vote was taken and passed in a 4-1 fashion with Hertz being the lone NO vote.

Open Enrollment Requests: Moved by V. Anderson, second by Hertz to accept the enrollment request. A vote was taken and unanimously carried.

Moved by Mertz, second by Arnold to accept the enrollment request. A vote was taken and unanimously carried.

Tuition Agreements: Moved by V. Anderson, second by Hertz to accept the tuition agreements. A vote was taken and unanimously carried.

Hot Lunch Seconds: Superintendent Mr. Loff recommends to the board that once a family goes \$10 or more negative in their student's lunch account, there will be no seconds allowed. Moved by Hertz, second by Mertz to accept the recommendation from Mr. Loff

and implement this rule. A vote was taken and unanimously carried.

High School Music Teacher: Moved by Hertz, second by Mertz to hire Franz Guzman for this position dependent on getting his essential accreditation. A vote was taken and unanimously carried.

First Reading of Policies
ABEA – Wellness Policy: The board will form a wellness committee during the September 2025 regular meeting. Moved by V. Anderson, second by Hertz to accept ABEA on its first reading. A vote was taken and unanimously carried.

ABEA-AR3 – Smart Snacks in School Regulation: Moved by Hertz, second by V. Anderson to pass ABEA-AR3. A vote was taken and unanimously carried.

ACBD-E4 – Emergency Medication Check-In Form: Moved by Hertz, second by V. Anderson to pass ACBD-E4 on its first and second reading. A vote was taken and unanimously carried.

ACCB – Protection for Student Victims of Sexual Offenses: Moved by Hertz, second by Arnold to pass ACCB on its first reading. A vote was taken and unanimously carried.

BBA – School Board Elections and Terms of Office: Moved by Hertz, second by Mertz to pass BBA on its first reading. A vote was taken and unanimously carried.

BBA-E1 – Election letter Notice: Moved by V. Anderson, second by Hertz to clarify, in the first paragraph, that the letter sent to school board election winners will be certified. It will now read "This certified letter serves as official notice of your election." Moved by Hertz, second by Mertz to pass BBA-E1 with amendment. A vote was taken and unanimously carried.

BCAA – Board Meeting Agenda and Pre-Meeting Preparation: In the first paragraph under "Agenda," the board changes the current "five days prior..." to "six days prior..." Under number 6, communications, add committee reports. Moved by Hertz, second by V. Anderson to pass for its first reading. A vote was taken and unanimously carried.

DCCA – Signing Bonuses: The board is adding this policy to the next regular board meeting in September 2025 under discussion or possible action.

DDBD – Military Leave: Moved by Hertz, second by V. Anderson to pass DDBD for its first reading. A vote was taken and unanimously carried.

FCAA – Accommodating Students with Allergies and Special Dietary Needs: Moved by Hertz, second by Mertz to pass FCAA on its first reading. A vote was taken and unanimously carried.

FCAA-AR – General Guidelines for Reducing Risk or Exposure to Allergens: Moved by Hertz, second by Mertz to pass FCAA-AR. A vote was taken and unanimously carried.

FF – Student Conduct and Discipline: Moved by Hertz, second by Mertz to pass FF on its first reading. A vote was taken and unanimously carried.

FFD – Possessing Weapons: Moved by Hertz, second by V. Anderson to pass FFD on its first reading. A vote was taken and unanimously carried.

FFE – Extracurricular Participation Requirements: Moved by Hertz, second by Arnold to pass FFE on its first reading. A vote was taken and unanimously carried.

FFK – Suspension and Expulsion: Moved by Hertz, second by Mertz to pass FFK on its first reading. A vote was taken and unanimously carried.

FFK-BR – Suspension and Expulsion Regulations: Moved by Hertz, second by Mertz to pass FFK-BR. A vote was taken and unanimously carried.

GABE – Human Trafficking and Exploitation Prevention Awareness Education: Moved by Hertz, second by Mertz to pass GABE on its first reading. A vote was taken and unanimously carried.

GACA – Virtual Instruction: Moved by Hertz, second by Mertz to pass GACA on its first reading. A vote was taken and unanimously carried.

GACB – Patriotic Exercises: Moved by Hertz, second by Mertz to pass GACB on its first reading. A vote was taken and unanimously carried.

GACE – Alternative Methods of Credit for High School Graduation/Curriculum Requirements: Moved by Hertz, second by Mertz to pass GACE on its first reading. A vote was taken and unanimously carried.

Staff Social: President Wade Anderson briefly speaks on the staff social happening on August 14th, 2025. It will take place at 3:15PM in the high school cafeteria. All staff is welcome and there will be snacks/drinks provided!

School Board Convention: President W. Anderson informs the board on the school board convention taking place on October 9th-10th, along with the deadline for early bird registration on September 19th.

School Tax Hearing
On September 17th at 6 PM, there will be a school tax hearing in the high school library.

There being no further business, moved by Mertz, second by Arnold to adjourn the meeting. The meeting was adjourned at 9:08 PM. The next regular meeting is scheduled for September 17th, 2025, at 7:00PM.

Wade Anderson, President
Zane Remsen, Business Manager
Publication Date: Oct. 4, 2025

Public Notices

Harvey School Board Meeting Minutes

PROCEEDINGS OF THE
HARVEY SCHOOL BOARD
Special Meeting
September 10, 2025 7:30 AM

Members Present: W. Anderson, V. Anderson, Hertz, Arnold, Mertz Members Absent:

Also Present: Aaron Loff and Zane Remsen
The meeting was called to order by President W. Anderson in the HPS Administrative Building

Business Manager Interview
The board interviews Chad Faul for the business manager position.

Deliberation
The board deliberates on the interview and talks next steps regarding the hiring process.

There being no further business, moved by Mertz, second by Arnold to adjourn the meeting. The meeting was adjourned at 8:33 AM.

Wade Anderson, President
Zane Remsen, Business Manager
Publication Date: Oct. 4, 2025

Harvey School Board Meeting Minutes

PROCEEDINGS OF THE
HARVEY SCHOOL BOARD
Special Meeting
September 10, 2025 2:10 PM

Members Present: W. Anderson, V. Anderson, Hertz, Arnold, Mertz Members Absent:

Also Present: Aaron Loff and Zane Remsen
The meeting was called to order by President W. Anderson in the HPS Administrative Building

Items for Discussion or Possible Action
Staffing – Administrative Authority: Moved by Hertz, second by Mertz to give permission to the superintendent, Mr. Aaron Loff, to put a staff member on administrative leave if he deems necessary. A vote was taken and unanimously carried.

There being no further business, moved by President W. Anderson to adjourn the meeting. The meeting was adjourned at 2:18 PM.

Wade Anderson, President
Zane Remsen, Business Manager
Publication Date: Oct. 4, 2025

NOTICE OF LEASING STATE SCHOOL LANDS

The Board of University and School Lands will offer the following lands for lease in Wells County.

Hawksnest (145-068)			
	AC	Term	Rent
34 W2SW4	80	5	\$1728
Hay: 45 Crop: 0			
St Anna (148-071)			
	AC	Term	Rent
36 NE4	160	5	\$2811
Rusland (148-072)			
	AC	Term	Rent
15 N2SW4	80	5	\$1085
West Norway (149-070)			
	AC	Term	Rent
10 N2SE4	80	5	\$1822
Heimdal (150-070)			
	AC	Term	Rent
22 NE4	160	5	\$2776
22 NW4	160	5	\$2854
22 SE4	160	5	\$2795

Auctioneer will read specific requirements at the auction. The public lease auction will be held in City of Fessenden, KTL Building at 10/23/2025 3:30 PM CT. Other than the descriptions of the lands to be auctioned, the information contained in this advertisement may be revised prior to the auction upon further review by the North Dakota Department of Trust Lands. Any such revisions will be announced at the auction and will be binding upon the bidders. Bidding will begin at minimum rent. 1st year's rent must be paid in full immediately after the sale. The Board reserves the right to reject any and all bids. For more information, visit <https://land.nd.gov> or call (701) 328-2800. For auxiliary aids and services, please call by 10/8.

Joseph A. Heringer COMMISSIONER
1707 N 9th St | Bismarck ND 58506-5523
PHONE: 701-328-2800 | FAX: 701-328-3650 |
WEB: <https://land.nd.gov>

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