

CITY OF HETTINGER

Council Proceedings

Minutes published prior to Governing Body's Review & Revision
OFFICIAL PROCEEDINGS OF THE HETTINGER CITY COUNCIL
HETTINGER, NORTH DAKOTA
NOVEMBER 12, 2025

The Hettinger City Council met in regular session at the Hettinger Armory Conference Room with the following present: James Lindquist Randy Burwick, Michele Gaylord, Carl Ebert and David Parrill.

Mayor Lindquist called the meeting to order at 7:00 a.m.

OCTOBER 8, 2025. MINUTES Council Member Ebert moved to approve the minutes of the regular scheduled meeting, Second by Council Member Parrill, and by unanimous vote, motion carried.

OCTOBER 29, 2025. MINUTES Council Member Ebert moved to approve the minutes of the special meeting, Second by Council Member Gaylord, and by unanimous vote, motion carried.

AGENDA: Council Member Burwick moved to approve the agenda as presented, Second by Council Member Ebert and by unanimous vote, motion carried

FINANCIAL STATEMENT: Was Reviewed, Council Member Ebert moved to approve the financials, second by Council Member Parrill, and by unanimous vote, motion carried.

ADAMS COUNTY COMMISSIONER. STEVEN WEST:

met with the Council to discuss the privacy slat bill from Derrick Stecher for the impound lot. The total bill for the slats was \$3,400.00 including labor. Commissioner West discussed that the lot will not be a junk yard, it is very rare to have vehicles impounded in the lot. The Commission would like to share in the cost and have the city pay half the cost, \$1,700.00. When the privacy slats were completed, the contractor explained to Mr. West that the privacy slats may hurt the integrity of the actual fence. Mayor Lindquist shared his gratitude of working together and pay half. Council Member Parrill moved to approve the payment to the County in the amount of \$1,700.00 for half the cost, second by Council Member Gaylord, and by unanimous vote; motion carried. Mr. West also discussed the possibility of adding stability of oil pipe to the existing fence. Discussion was had on the need to do this in the future but not in the immediate future.

CORRESPONDENCE: The County shop ordered \$479 worth of Christmas bulbs for the decorations. Discussion on this year's Christmas tree was had, location and if a tree was going to be put up. Discussion was had on the Rural Catalyst Grant, the Armory building would be a good option, a new floor, and updates are needed to keep a good working community building.

REQUEST FOR PROPOSAL: was reviewed for the selling of the building currently under a short-term lease agreement with Graphic Attic, awaiting possible grants. The location was the former KMM building. The RFP advertising requirements were discussed, the proposal deadline would be December 5, 2025, with the bid/proposal opening at the December 10, 2025 meeting at 9:15 a.m. Council Member Ebert moved to approve the Auditor to complete the advertising for next meeting, second by Council Member Burwick, and by unanimous vote; motion carried.

R O A D SUPERINTENDENT- JUSTIN BLADE: repair on a pothole in the Papka Addition was completed. Mayor Lindquist discussed a new position should be advertised to hire an employee to complete the necessary city work that needs to be done throughout the year. Ordinance patrol, mowing, and other duties will need to be discussed. The Council requested Mr. Blade work

with Nathan Nagel on the job description and duties to get this moving along.

A R M O R Y MAINTENANCE CUSTODIAN:

Fitness Center membership money brought in last month was \$1,265.00. Fitness center equipment maintenance was completed, Ms. Schalesky researched a company called Matrix, that will be able to complete maintenance and is located out of Dickinson. The fire marshal did a walk-through and shared some smaller items to continue with compliance for the Armory. A quote from DFC Lumber to fix the door to the furnace room (South exterior) the quote in the amount of \$1,059.00 was the door only, no labor and did not include a locking doorknob. Several ceiling panels are down or hanging, Ms. Schalesky would like to know what to do with these and if there was an easier option. An event called "A Night to Shine" is planned for this February, and Ms. Schalesky hoped most of the ADA items would be completed before the event. Brad Robinson and Brad Guthrie should be contacted to get the items completed. The Grant was approved in the amount of \$1k for the fitness center, Council Member Burwick has been working with Andrea Kendall on needs, as she is the person that applied for the grant. More fire extinguishers are needed for the building, as they should be located every 75 feet. Ms. Schalesky and Council Member Gaylord will work on a plan for this. Ms. Schalesky will contact Total Control out of Dickinson, as they might be a good solution to complete a plan and also continue with fire safety maintenance.

MAYOR/COUNCIL REPORTING:

The Chamber requested to be able to locate business banners on the Main Street poles, like the ones on the highway. Council Member Gaylord moved to allow the Chamber access to the ten Main Street poles to locate banners on, second by Council Member Ebert, and by unanimous vote; motion carried. The school would like to utilize the weight room/gym for a program; they would like to have full access to this during the time. Giving full access may be hard with the fitness center being funded with memberships. Ms. Gaylord questioned the future of the armory building and wondered about a plan going forward. The Council was in favor of keeping the facility as a community center. Council Member Parrill discussed conversations with Joey Erickson on the pool funding, as the city had originally committed to 5 years of \$40k

each year, 2026 is the last year scheduled to pay. A request to have burn barrels in the city, this is not allowed. Council Member Gaylord and the Auditor will work together on the Catalyst grant for the Armory and ask for assistance from Roosevelt Custer.

SALES TAX REPORT:

Was reviewed

USDA COMPLIANCE:

Council Member Parrill will work with Brad Guthrie and Brad Robinson to get some of the smaller bathroom items re-located for ADA requirements. Council Member Parrill will also get the men's shower room measured, so a plan can be created to move forward with this part of the ADA requirements.

PUBLIC COMMENT SECTION: There is no one available

ACDC: Ms. Gaylord gave updates, mostly the group has been working on the bowling alley and the grant that was awarded. Recruitment for the dental office has also been being worked on.

BROSZ ENGINEERING:

Shannon Hewson met with the Council briefly on projects. CC Steel will be working on a timeline to complete the system camera project, weather will play a factor in this. The chip seal project has been completed, but Astech has not signed off on completion, The project came under the original cost. Nathan Nagel joined in the conversation.

NATHAN NAGEL: The Council requested Mr. Nagel to work with Mr. Blade on a job description. No other updates were discussed.

FIRST READING ORDINANCE AMENDMENT #12.0801 OVERGROWN TREES NUISANCE:

City Zoning Director, Katie Roseland was available for concerns and discussion. Council Member Parrill moved to approve the first reading of amendment to Ordinance #12.0801 for Overgrown Trees Nuisance to include the following within the existing ordinance

"In areas where no public sidewalk exists, all such trees, shrubs, bushes, and plants bus still be trimmed to maintain a minimum clearance of eight (8) feet above the area where the public sidewalk would reasonably be located. The motion was seconded for the amendment by Council Member Burwick, and by unanimous vote; motion carried.

FIRST READING- ZONING ORDINANCE AMENDMENT:

City Zoning Director, Katie Roseland, was in the meeting for concerns and discussion. The full listing of amendments to the city zoning were reviewed. Grammar errors, clarifications, and removal of a building Inspector (in most cases) were a major part of the amendments;

Other notable items were the formation of a "Downtown District" and zoning amendment publication changes. Council Member Burwick moved to approve the first reading of the zoning ordinance amendments, second by Council Member Gaylord, and by unanimous vote; motion carried. The full listing of amendments can be reviewed at the Auditor or Tax Director offices, and once final passage, will be included within the city ordinances and zoning and will be available in the office and on the website.

HETTINGER HOUSING:

The apartment building is at full capacity, with the option of one possibly opening soon. New flooring is planned for installation in one apartment soon.

INFRASTRUCTURE

PLANNING: Several items are planned for the next construction season.

A P P O I N T M E N T - PLANNING & ZONING:

Council Member Parrill moved to approve the re-appointment of both Craig Tuhy and Christi Schmitz to another three-year term to the City Planning and Zoning Board, second by Council Member Ebert, and by unanimous vote; motion carried.

GAMING PERMIT REQUEST:

was reviewed for Hettinger Fire Department for a raffle permit drawing at this year's firemen's ball. Council Member Ebert moved to approve the permit, second by Council Member Burwick, and by unanimous vote; motion carried.

SW WATER ACH

PAYMENT OPTION: information was reviewed from SW Water for an ACH payment option to save on postage, envelopes and checks was reviewed. The ACH option is at no expense to the City of Hettinger but would also be paid automatically and would no longer be part of the monthly bills to be approved by the Council. Council Member Parrill moved to approve the ACH payment option for the monthly billing from SW Water, second by Council Member Ebert, and by unanimous vote; motion carried.

COED VOLLEYBALL REQUEST:

a request from Alexis Hicks on behalf of the Co-ed Volleyball group was reviewed to be able to use the armory gym when not reserved for adult volleyball Wednesday evenings from November to April. Council Member Burwick moved to approve the gym use, second by Council Member Ebert, and by unanimous vote; motion carried.

ARMORY CUSTODIAL CONTRACT:

Discussion was had the need to put the contract

out on bids, and not just give pay increases due to the position is a contract and not a paid position. Mayor Lindquist brought in the current contractor, Trish Schalesky, to discuss the contract. Some clarification will be researched for options of part-time employment.

BILLS:

Council Member Ebert moved to approve the paying of bills, second by Council Member Parrill, and by unanimous vote; motion carried. James Lindquist..... \$369.40 Randy Burwick..... \$277.05 Carl Ebert \$277.05 Michelle Gaylord..... \$277.05 David Parrill..... \$277.05 Trisha Schalesky \$2,800.00 Allan Veitz \$780.00 City of Hettinger \$87.54 Consolidated Telcom .. \$174.24 Dakota Dust-Tex, Inc ... \$87.50 Drolc Electric \$394.04 Northern Fire & Safety

..... \$71.75 Stecher Industries..... \$1,700.00 Adams County Treasurer

..... \$13,833.33 Hettinger Park District

..... \$2,731.02 Dakota Buttes Historical Society

..... \$629.12 Dakota Buttes Visitors Council

..... \$629.13; GS Publishing..... \$296.78 Service Printers \$417.75 Buckmier Excavating & Spraying

..... \$125.00 Western Roll Off LLC

..... \$2,250.00 Laufer Vermeer..... \$153.94 ND Department of Transportation \$2,285.97 Normont Equipment Co.

..... \$169.83 Warren Randall..... \$375.00 Southwest Water Authority

..... \$21,947.35 Verizon Wireless..... \$82.58 Rocket Express Delivery LLC

..... \$20.00 U.S. Postal Service..... \$310.00 Core & Main LP \$582.23 ND Dep of Health \$54.00 ND One Call, Inc..... \$11.40 Black Mountain Software

..... \$945.00 JK Excavation & Construction, Inc..... \$3,000.00 Adams County Treasurer

..... \$4,292.50 Central Dakota Frontier Cooperative \$121.39 Montana Dakota Utilities

..... \$4,214.63 Runnings Supply, Inc.... \$44.44

ADJOURN: Council Member Burwick moved to adjourn the meeting. The motion was seconded by Council Member Parrill; Mayor Lindquist declared the meeting adjourned at 10:16 am.

/s/ James Lindquist James Lindquist, Mayor /s/Krista Faller Krista Faller, Auditor

Published November 20, 2025

PUBLIC

Notice

Aaron Roseland (#06630) Melling & Roseland Law, PC 602 Adams Ave, Ste 101 Hettinger, North Dakota 58639 (701) 567-2418 roseland@mrlawpc.net Attorney for Personal Representative

IN DISTRICT COURT COUNTY OF ADAMS SOUTHWEST JUDICIAL DISTRICT Case No. 01-2025-PR-00016

In the Matter of the Estate of EUGENE MESCHKE, Deceased.

NOTICE TO CREDITORS

Notice is hereby given that the undersigned has been appointed Co-Personal Representative of the above estate. All persons having claims against the deceased are required to present their claims within three months after the date of the first publication or mailing of this notice or the claims will be forever barred.

Claims must either be presented to HELEN MESCHKE or TERRY MESCHKE, Co-Personal Representatives of the estate, at the address shown below, or filed with the Court.

Dated this 14th day of November, 2025.
/s/ Helen Meschke Helen Meschke 108 Heather Lane, Apt. 2 Mankato, MN 56001
/s/ Terry Meschke Terry Meschke 719 Teal Street Janesville, MN 56048

Aaron Roseland (#06630) Melling & Roseland Law, PC 602 Adams Ave, Ste 101 Hettinger, North Dakota 58639 (701) 567-2418 Sheri Uecker Adams County Clerk of Court 602 Adams Ave, Ste 202 Hettinger, North Dakota 58639 (701) 567-2460 First publication on the 20th day of November, 2025.

Published 11/20 - 12/4, 2025

GUN SHOW

GUN SHOW, 4 Seasons Pavilion, Bowman, ND. Open to the Public. FREE ADMISSION. Nov. 21 - 23. Friday 3-7 p.m.; Sat. 9 a.m.-6 p.m.; Sun. 9 a.m.-3 p.m. 8' Tables, \$35. Sponsored by Bowman Rifle Club. Contact Rick Stark, home 406-778-2428, cell 406-891-0701. (10-23-11/20)

REQUEST FOR PROPOSALS

NOTICE IS HEREBY GIVEN, that the City Council of the City of Hettinger, North Dakota, is requesting proposals from interested commercial operations, for the purchase of the following described property:

The North Twenty-two feet (N. 22') of Lot 13, ALL of Lots 14, 15, 16, 17, Block Nine (9), Hettinger City Original

All proposals must be submitted to City Hall in a sealed envelope marked "City of Hettinger – Business Purchase Proposal", on or before 4:00 p.m., December 8, 2026. Proposals will be opened at 9:15 a.m., December 10, 2026 during the City Council Meeting. The Property is or will be under lease until December 31, 2025.

Required items to be included in all Proposals include the following:

- 1.The Amount of your bid to purchase the property.
- 2.The nature of the commercial business you intend to occupy the property.
- 3.If the occupant of the property will be a new business, a business plan for the intended operation.
- 4.Your estimate as to how soon following a successful sale until the contemplated operation is fully operational.
- 5.Whether you prefer to close on the sale of the property following selection of your proposal, or whether you intend to wait to purchase the property following the termination of the existing lease agreement.

The City Council reserves the right to reject any and all proposals, to waive any informality in any bid, to hold all bids for a period not to exceed thirty (30) days from the date of opening bids, and to accept the bid deemed most favorable to the interests of the City. The City Council also reserves the right of first refusal to repurchase the building if the successful proposals seeks to sell the property within five (5) years of the closing date of a successful sale under this Request for Proposals. Dated this 12th day of November, 2025.

CITY OF HETTINGER, NORTH DAKOTA

Krista Faller, City Auditor

NOTICE OF

City of Hettinger

Zoning Hearing

The Hettinger City Planning and Zoning Commission will hold a public hearing on December 1, 2025 beginning at 5:00 p.m. in the Community Room of the Adams County Courthouse, Hettinger, ND to consider the following items:

1. Election of officers.
2. Conditional Use Permit to temporarily place a storage container at 409-411 11th St S, Hettinger.
3. Review zoning ordinance updates.
4. Any other business which needs to be addressed.

All relevant documents may be viewed by the public at the office the City of Hettinger Zoning Administrator 602 Adams Avenue Hettinger, ND between the hours of 8:00 am – 12:00 and 1:00 pm – 4:30 pm, Monday through Thursday and 8 a.m. – Noon Friday.

All interested parties are invited to attend the public hearing to make their views known. If you have special needs in order to take part in the hearing, please contact the City of Hettinger Zoning Administrator several days prior to the hearing.