

**Hettinger Public School District #13**  
**Regular School Board Meeting Minutes**  
**Date: October 15, 2025**  
**Time: 6:00 p.m.**  
**Location: Board Room**  
Attendance  
Board Members Present: Patrick Kilzer (President), Allison Clausen, Jordan Christman, La-Nae Kristy, and Ben Laufer  
Others in Attendance: Superintendent/Secondary Principal Darin Seamands, Elementary Principal Dave Erickson, Business Manager Jeremy Fordahl, Administrative Assistant Kira Henderson, and Athletic Director Jon Kohler  
I. Call to Order  
The regular meeting of the Hettinger Public School Board was called to order at 6:00 p.m. by President Patrick Kilzer.  
II. Pledge of Allegiance  
The Pledge of Allegiance was recited.  
III. Confirmation of Agenda  
Motion: Christman moved to approve the agenda as presented. Second: Kristy. Motion carried unanimously.  
IV. Public Comment  
Community member Carrie Ranum inquired about gym rental fees related to open gym use, camps, and weight room access.  
V. Approval of Minutes  
Motion: Christman moved to approve the minutes of the September 17, 2025, regular meeting as presented. Second: Clausen. Motion carried unanimously.  
VI. Financial Reports and Bills  
A. Financial Reports – October 2025  
Motion: Christman moved to approve the October 2025 financial reports as presented. Second: Clausen. Motion carried unanimously.  
B. Approval of Bills  
Motion: Christman moved to approve payment of the bills as presented. Second: Laufer. Motion carried unanimously.  
GENERAL FUND  
AFLAC ..... 1,305.00  
AMAZON CAPITAL SERVICES, INC ..... 1,287.04  
AMERIPRISE FINANCIAL SERVICES ..... 5,326.50  
AUTO VALUE HETTINGER ..... 1,105.23  
BEACH PUBLIC SCHOOL DISTRICT NO. 3 ..... 8,084.92  
BOWMAN COUNTY SCHOOL #1 ..... 7,383.71  
BSN SPORTS ..... 445.20  
CITY OF HETTINGER ..... 703.78  
CREA ..... 325.00  
DACOTAH BANK-HETTINGER ..... 50.30  
DUV SANITATION ..... 3,700.00  
ECKROTH MUSIC CO ... 191.56  
FARMERS UNION ..... 584.00  
FATHER FLANAGAN'S BOYS HOME ..... 20.25  
GREAT WESTERN NETWORK ..... 9,700.00  
HAUGEN, ELIZABETH ... 180.00  
HAWKINS WATER TREATMENT GROUP INC ..... 378.03  
HETTINGER SCHOOL DISTRICT ..... 308,684.93  
HILLYARD/SIOUX FALLS ..... 1,964.65  
ISTATE TRUCK CENTER ..... 194.58  
JW PEPPER & SON INC. .... 207.99  
LAKESIDE AUTOBODY & GLASS LLC ..... 60.00  
LAUNDRY CHUTE, THE ..... 373.50  
MARCO ..... 2,046.85  
MILLER, HENRY ..... 21,060.32  
MONTANA DAKOTA UTILITIES ..... 5,457.34  
MOTT/REGENT HIGH SCHOOL ..... 2,468.12  
N D DEPARTMENT OF TRANSPORTATION ..... 10.00  
ND CENTER FOR DISTANCE EDUCATION ..... 1,036.00  
ND PHIT ..... 24,947.22  
NDUC GROUP ACCOUNT ..... 332.05  
New York Life ..... 2,174.27  
NEXT DOOR PIZZA ..... 238.93  
NORTHERN FIRE & SAFETY ..... 352.50  
OFFICE OF STATE TAX COMMISSIONER ... 822.00  
PETERSON, TERESA ..... 212.64  
RICHARDTON/TAYLOR HIGH SCHOOL ..... 9,116.13  
ROCKET EXPRESS DELIVERY LLC ..... 20.00  
RUNNING'S SUPPLY INC ..... 570.64  
SCHOLASTIC INC ..... 4,071.81  
SCRANTON PUBLIC SCHOOL DIST #33 ..... 7,577.19  
SOUTHWEST TRANSPORTATION ..... 18.00  
SOUTHWESTERN DISTRICT HEALTH UNIT ..... 190.00  
STAPLES ..... 59.76  
SYSCO ..... 69.00

TEACHERS FUND FOR RETIREMENT ... 32,722.23  
TIME MANGEMENT SYSTEMS ..... 139.75  
WageWorks, Inc ..... 5,456.47  
WARBIS, ROGER ..... 30.01  
WEST RIVER STUDENT SERVICES ..... 5,140.74  
WORKFORCE SAFETY & INSURANCE ..... 250.00  
BADLANDS PEST MANAGEMENT LLC ..... 415.00  
SYSCO ..... 9,357.41  
ULINE ..... 198.57  
  
Checking Account ID  
ABRAHAMSON, JOHN ..... 392.30  
ANDERSON, CHET ..... 110.06  
BAAKEN, LEIF ..... 271.42  
BAYMONT INN & SUITES MANDAN ..... 587.42  
BECKMAN, JENNY ..... 360.06  
BOSCH, JODI ..... 240.48  
BROWMAN COUNTY SCHOOL #1 ..... 150.00  
BRAUN DISTRIBUTING ..... 763.16  
DEFOE, DAWSON ..... 35.80  
DROLC, ZETA ..... 360.00  
FATH, TOM ..... 111.82  
FBLA FISCAL AGENT ..... 350.00  
FBLA-PBL ..... 135.00  
FISHER, AIDYN ..... 188.78  
FISHER, TODD ..... 200.48  
FLAAGAN, KEVIN ..... 398.82  
FRIDRICH, JASON ..... 200.45  
GLINES, PENNIE ..... 150.00  
GRAPHIC ATTIC ..... 1,890.00  
HARDING COUNTY HIGH SCHOOL ..... 100.00  
HICKEY, BRIAN ..... 225.68  
HUDL ..... 800.00  
JANIKOWSKI, JOEL ... 2,321.69  
JENSEN, ELLA ..... 70.00  
JORDA, FRANK ..... 111.32  
KENNEDY, SOPHIA ..... 300.00  
KVANVIG, TALYSSA ..... 273.12  
LEMMON YOUTH BASKETBALL ORGANIZATION ... 150.00  
MEIER, SAVANNA ..... 320.64  
MOSBRUCKER, JUSTIN ..... 269.48  
NEW ENGLAND SCHOOL DISTRICT #9 ..... 250.00  
PEPSI COLA BOTTLING CO. .... 1,922.20  
RESNER, REBA ..... 160.00  
RICHARDSON/TAYLOR HIGH SCHOOL ..... 150.00  
SCHATZ, HUNTER ..... 111.82  
SCHOLASTIC BOOK FAIRS-8 ..... 1,910.08  
SCHROEDER, RACHELLE ..... 151.82  
SCHWINDT, KEITH ..... 111.82  
SKABO, LEE ..... 223.64  
SKOGEN, ALLISON ..... 360.00  
SOUTH HEART PUBLIC SCHOOL ..... 150.00  
STEEKE, COLBEY ..... 200.48  
SYSCO ..... 1,098.24  
WARBIS, KRISTA ..... 490.00  
WARNER, JAMES ..... 109.09  
WELDELE, PHIL ..... 205.00  
DACOTAH BANK-HETTINGER ..... 15.00  
HEALTH EQUITY ..... 429.18  
WageWorks, Inc ..... 75.00  
VII. Administrative Reports  
A. Superintendent / Secondary Principal Report – Mr. Seamands  
Parent/Teacher Conferences:  
A survey was completed by 45 participants representing a cross-section of district de-

mographics to assess potential causes for low conference attendance. Results were largely positive regarding scheduling, online sign-up, and adequate conference time.  
Feedback to consider for spring conferences included ensuring coaches are available for the entire conference period, providing transition time between appointments, and improving communication of STAR testing data.  
Respondents appreciated teachers' proactive communication.  
DSU Visit:  
A 9–12 grade trip to Dickinson State University is planned for November 7, 2025, including meetings with university representatives and departmental visits.  
Heating Plants:  
Both plants are operational. Some classroom UV fans require replacement. Mr. Seamands and Mr. Janikowski are developing safety procedures for power outages.  
New Scholarship:  
The Patrick “Rick” Clement and Donna Rosenow Clement Scholarship will be awarded to graduating seniors with a 3.0+ GPA, participation in two or more sports, financial need, and acceptance to a 2- or 4-year college. Award amount: \$1,000, payable after the recipient's first semester of college.  
Transportation:  
A quote for a 44-passenger yellow activity bus from I-State Truck Center, Bismarck, was received for \$198,300 and shared with the Transportation Committee.  
Staffing Considerations:  
The district will begin planning for 2026–2027 staffing needs, including review or potential redefinition of positions such as Librarian, Elementary Principal, Superintendent/Secondary Principal combination, K–12 Guidance, Data Specialist, Counseling/Outreach/SRO, Human Resources, Transportation Director, Head Maintenance, and Activities Director roles.  
Considerations include certification, licensing, budget impact, and employability.  
Community Connections:  
Collaboration with NDSU's Aspen program continues to identify community and age-specific opportunities for students. The district is meeting with outside agencies to strengthen support systems and mental health resources for youth.  
B. Elementary Principal Report – Mr. Erickson  
Parent/Teacher Conferences: Attendance was strong; several teachers scheduled additional conferences to accommodate all families.  
Curriculum: Most CKLA/Amplify materials have arrived. Professional development for grades K–8 is scheduled for November 10, with curriculum roll-out to follow.  
Student of the Month: Con-way Christman was recognized as the October Elementary Student of the Month.  
Wellness Committee: Met on October 1; members include Kristy Campbell, Allison Clausen, Kat Weinert, Kira Henderson, and Brooke Kessel. Next meeting: November 5.

Cafeteria Report: In September, the lunchroom served 916 breakfasts and 4,159 lunches (total: 5,075 meals). The kitchen staff continues to provide creative menus and seasonal decorations.  
C. Athletic Director Report – Mr. Kohler  
HS Football: Final game scheduled for this Friday in Flasher.  
JH Football: Season concluded with positive feedback in exit interviews.  
JH Volleyball: Season ended last week; strong growth observed.  
HS Volleyball: Two weeks remain; preparing for postseason play.  
Elementary Girls' Basketball: Season ended October 4 in Lemmon.  
Elementary Boys' Basketball: Season recently began; 25 total players (12 Hettinger, 13 Scranton).  
Girls' Golf: Season ended in late September; no state qualifiers.  
Upcoming Seasons: Boys' and Girls' Wrestling, JH Basketball, and HS Girls' Basketball will begin before the next meeting.  
Non-Athletic:  
One-Act Play: Competing in the Region X Festival in Dickinson prior to the next board meeting. A public performance is scheduled for November 22.  
Choirfest: Held in South Heart; five schools participated. Future hosting by Hettinger is encouraged for board attendance.  
D. Business Manager Report – Mr. Fordahl  
Audit: The 2024–2025 audit was conducted by Rathe and Mehrer on October 7, 2025. The general fund and investments were in excellent condition; minor coding corrections were required in the lunch fund.  
State Reports: All STARS reports, including the Annual Financial Report, have been submitted with minor reporting adjustments per auditor recommendation.  
FSA/DC Program: New deduction year initiated.  
Third Quarter Reporting: Tax and workers' compensation filings completed.  
Money Market Account: Discussion requested regarding potential uses for the Dacotah Bank money market account.  
September Reconciliation: All bank accounts have been reconciled.  
VIII. Committee Reports  
Finance Committee: Reviewed the district fee schedule and discussed options for the new 44-passenger yellow activity bus (\$198,000).  
Co-op Committee: Met to review co-op percentage allocations and update agreements.  
Policy Committee: Continued policy review process; discussed methods for updating policy manuals online in collaboration with Mr. Janikowski.  
Building Committee: Will schedule a meeting with UBLE next week to review preliminary designs for the science lab and

new entryway.  
Curriculum Committee: Did not meet.  
IX. Unfinished Business  
A. Policy ABBB – Community Use of District Property  
Motion: Kristy moved to table Policy ABBB until the next regular meeting. Second: Laufer. Motion carried unanimously.  
B. Policy ABCA – Copyright  
Motion: Clausen moved to approve the second and third readings of Policy ABCA. Second: Laufer. Motion carried unanimously.  
C. Policy ABCB – Sportsmanship  
Motion: Clausen moved to approve the second and third readings of Policy ABCB. Second: Christman. Motion carried unanimously.  
X. New Business  
A. Policy ABCC – Wellness Policy (Lettering Change)  
Revision removes milk options under hydration standards.  
Motion: Clausen moved to approve the first reading of Policy ABCC. Second: Laufer. Motion carried unanimously.  
B. Policy ABCB – Information Only  
No action taken.  
C. DWB Bus Loan Payoff  
Motion: Clausen moved to approve paying off the DWB bus loan. Second: Kristy. Motion carried unanimously.  
D. 2023–2024 Audit Report  
Motion: Clausen moved to approve the 2023–2024 audit report as presented. Second: Kristy. Motion carried unanimously.  
E. 403(b) Administrative Partners Authorization  
Motion: Kristy moved to authorize Business Manager Jeremy Fordahl to sign on behalf of the district for 403(b) Admin Partners.. Second: Laufer. Motion carried unanimously.  
XI. Next Meeting  
The next regular school board meeting will be held Wednesday, November 19, 2025, at 6:00 PM in the Board Room.  
XII. Adjournment  
Motion: Christman moved to adjourn the meeting at 7:34 p.m. Second: Laufer. Motion carried unanimously.  
/s/Patrick Kilzer  
Patrick Kilzer, President  
/s/Kira Henderson  
Kira Henderson,  
Administrative Assistant  
*Published November 27, 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*

HELP WANTED

Southwest Abstract is looking to hire an Abstractor for the Hettinger and/or Bowman office. Detail oriented with Microsoft Word experience preferred. Will train with the goal of becoming licensed. If interested, call Kim at 701-523-2922 or email resume to kim@swabstract.net.

11/27 - 12/11

\*NOTICE OF DATE CHANGE (previously advertised as Year 2026)

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, 2025. Proposals will be opened at 9:15 a.m., December 10, 2025 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

11/20 - 12/4

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.

11/20, 11/27