Proceedings Of The Plaza City Council

PLAZA CITY COUNCIL MEETING MINUTES
MAY 11, 2026

PRESENT: Acting Mayor Phil Westgard; City Council Members, Bob Blunck, Ethan Stein, Darrell Salter

OTHERS PRESENT: City Attorney Bill Woods, City Engineer Jason Strand, Wayne Olson, Pamela Hermosillo

CALL TO ORDER

The meeting was called to order at 7:00 p.m.

APPROVAL OF THE AGENDA

Ethan moved, seconded by Darrell, to approve the agenda as amended. The vote was all in favor, motion carried.

APPROVAL OF THE MINUTES

Ethan moved, seconded by Darrell, to approve the minutes of the April 14, 2026 Tax Equalization Meeting. The vote was all in favor, motion carried.

Darrell moved, seconded by Ethan, to approve the minutes of the April 14, 2026 Regular Meeting as amended. The vote was all in favor, motion carried.

APPROVAL OF THE BILLS

Bob moved, seconded by Darrell, to approve the May 2026 bills. Voting in favor were Bob, Ethan and Darrell, with none opposing or abstaining, the motion carried.

ATTORNEY REPORT

Bill said that the Council needs to fill the Mayor vacancy left by the passing of Terry Reese.

Bob moved, seconded by Darrell, to appoint Phil Westgard as Mayor for the remainder of Terry's term. Darrell moved that all nominations cease, seconded by Ethan. The vote on the motion to appoint was all in favor, motion carried.

Bill stated we now have a vacancy on the Council, and it can be filled by appointment after a 15 day waiting period. The Council discussed it, and in light of the upcoming election, and the fact that Phil's seat on the council was up for reelection anyway, they decided that the vacancy can be filled by a write-in vote in the election and the new person can start July 1.

Bill conducted the second and final reading of the Data Center Ordinance and stated it was now ready for publication in the City's official newspaper, the Mountrail County Promoter.

Bob moved, seconded by Ethan, to approve the second reading of the Data Center Ordinance. The vote was all in favor, motion carried.

MAINTENANCE SUPERVISOR

The Council discussed a list of duties for this position which Darrell will give to Mike Walsh. Ethan said we should double-check any tasks that might require certification or training in order to complete them and arrange for training if it's needed. The Council also decided Mike could meet each month with the Council to provide a report.

ENGINEER REPORT

2026 STREET REPAIRS

Phil said we discussed the bids we got for the upcoming Street Repair projects for this year when we had our street patching meeting and Jason said that he had brought the plans with him.

The Council discussed the plans Jason put together, the projected costs and time of completion. Darrell moved, seconded by Ethan, to accept the bid of $67,104.74 submitted by Minot Paving. Voting in favor were Bob, Ethan and Darrell, with none opposing or abstaining, the motion carried.

CHIP SEALING BIDS

Jason said he had worked on quantities and that he and Darrell had reviewed multiple sites in the City that need chip sealing. Jason said there's a crew in Parshall now that might be able to come to Plaza to do the chip sealing here. Jason also stated he would develop numbers for a quote and bring them to the next meeting. Phil mentioned that the last time the City had done chip sealing was in 2021 for a cost of $41,000.00.

Jason said that he had sent out the minutes of the Construction Meeting with the Council and had now brought a Notice to Proceed for the files.

CURB STOP PROJECT

Jason stated that they had finished checking and mapping two-thirds of the curb stops in the City. He also said the rest have to be completed by July 27 of this year, which includes the ones that aren't now on the list. He added that we will have to contact homeowners that haven't done the reporting for lead and copper as well.

SEWER LINING PROJECT

Jason stated that he didn't know when the tophat people are coming but will check on that and let the Council know of the date and time.

NEW HALL CONSTRUCTION PROJECT

Phil said that the Poitra Brothers Construction are finishing up, and we have gotten some bills from them for the concrete but there will be their final bills as well. He also stated that the Plaza Fire District will be paying for some of that concrete work. He then stated that he is looking at all the work that remains to be done to estimate remaining costs. The Council can anticipate invoices coming from Poitra Brothers for the west front overhang work as well as Ralph's Plumbing and Yoder Electric, Uline and he and the other Council members discussed other costs, like a privacy fence, outdoor items and a gate.

Wayne said we need to ask Poitra Brothers if they had the order estimate for the flooring, as the bid for the building included the flooring but didn't break it down for the amount for the flooring.

Phil stated that the Plaza Community Club had raised a total of $151,000.00 to help build the new Hall, with $135,000 of it going for the kitchen. He also stated the City had raised $382,000.00.

Wayne said that Poitra Brothers is checking with the supplier on the issues with the ceiling. Phil said we will need to check on other estimates we were given as well. He also said we should be in a good place with the funds we have left.

Darrell moved, seconded by Bob, to reimburse Wayne Olson for the blinds for $7,755.25, and Poitra Brothers for $34,580.00, but will wait on the payment for the overhang. Voting in favor were Bob, Ethan and Darrell, with none opposing or abstaining, the motion carried.

SCHOOL ROAD PROJECT

Bob said we are still waiting to hear from the School Board.

PAMELA HERMOSILLO

Pamela stated that she would like to apply for a liquor license so she can sell beer and wine in the Café. She also stated that she has the State License. The Council and Bill discussed the different types of liquor licenses available.

Darrell moved, seconded by Ethan, to establish a Restaurant Beer and Wine license, on-sale, for a fee of $325.00 per year. The vote was all in favor, motion carried.

Bill will draft a new Liquor License Ordinance for the next meeting.

The next meeting will be at 7 p.m. on Monday, June 8. The election is the next day, June 9.

DECK PERMIT

Darrell moved, seconded by Ethan, to approve Jason Yoder's deck building permit application. The vote was all in favor, motion carried.

EQUIPMENT DISPOSAL

The Council discussed the various pieces of equipment that could be sold or put out on bid if the cost is above $2,500.00. A list of all the equipment to be put up for sale will be given to Bill. Phil said they could do that in August. Bill said they'd have to give the public an opportunity to buy equipment on the list.

JEFF ROBINSON, PUBLIC HEARING

Ethan moved, seconded by Bob, to adjourn the Regular Meeting at 8:39 p.m. The vote was all in favor, motion carried.

Phil called the Public Hearing to order at 8:40 p.m. for the purpose of hearing public comments on the variance requested by Jeff Robinson to move a 2014 double-wide trailer to his property. Phil asked if there was anyone there to speak for or against the requested variance.

Hearing none, Bob moved, seconded by Darrell, to approve Jeff Robinson's request for a variance on his 2014 double-wide trailer house. The vote was all in favor, motion carried.

ADJOURNMENT

Bob moved to adjourn the meeting at 8:42 p.m.

Pemina Yellow Bird,
City Auditor

Phil Westgard,
Acting Mayor

PLAZA CITY COUNCIL MEETING MINUTES
JUNE 8, 2026

PRESENT: Mayor Phil Westgard; Council Members, Ethan Stein, Darrell Salter

ABSENT: Council Member, Bob Blunck

OTHERS PRESENT: Greg Schoess, Tim Gray, Wayne Olson

The meeting was called to order at 7:00 p.m.

APPROVAL OF AGENDA

Ethan moved, seconded by Darrell, to approve the agenda as amended. The vote was all in favor, motion carried.

APPROVAL OF MINUTES

Ethan moved, seconded by Darrell, to approve the May 11, 2026 minutes. The vote was all in favor, motion carried.

APPROVAL OF BILLS

Darrell moved, seconded by Ethan, to approve the June 2026 bills. Voting in favor were Darrell and Ethan, with none opposing or abstaining, the motion carried.

BACKROADS BAR & GRILL

Darrell moved, seconded by Ethan, to renew the liquor license for the Backroads Bar & Grill. The vote was all in favor, motion carried.

ATTORNEY REPORT

LIQUOR LICENSE ORDINANCE

Bill stated that the draft Liquor License Ordinance had now received readings by the City Council on May 11 and June 8, 2026 and asked for a motion to approve. Darrell moved, seconded by Ethan Stein, to approve the amended Liquor License Ordinance. The vote was all in favor, motion carried.

DESIGNATE OFFICIAL NEWSPAPER

Darrell moved, seconded by Ethan, to leave the official newspaper as the Mountrail County Promoter. The vote was all in favor, motion carried.

SECURITY BOND RESOLUTION

Ethan moved, seconded by Darrell, to approve the Security Bond resolution. The vote was all in favor, motion carried.

Bill stated that the July meeting is to be used for the Council's organizational meeting after the election and to make appointments.

CITY ENGINEER REPORT

Jason stated the Street Improvements Project had run into problems with all the rain. He said they will start graveling and possibly put drain and gutter work in, inspecting for any soft spots. Minot Paving has a completion date of June 30.

Jason also said the decision had been made to add a Patching Improvements Project so he'd put together a change order #1. Phil asked if they did all the spots they wanted and Jason said yes, for a total of $61,181.30.

Ethan moved, seconded by Darrell, to approve Change Order #1 for patching work. The vote was all in favor, motion carried.

SEAL COAT PROJECT

Jason and Darrell looked around for options on seal coating in town and reported on what they learned.

Darrell moved, seconded by Ethan, to approve the Astech bid for Option #2, at $152,494.20 for the 2026 Seal Coating Project. Voting in favor were Darrell and Ethan, with none opposing or abstaining, the motion carried.

SEWER LINE PROJECT

Jason said the top hat people are planning to come after the 4th of July holiday to drop off the equipment and then come back on July 7, 2026. He and the Council discussed how much sewer line work they will have to do.

TREE WARRANTY

Jason discussed the tree warranty for the trees planted along the new sidewalk by the school. He said he has emails from the nursery for a full warranty if they install the trees, one-half warranty if someone else installs them. Jason will check on the prices and report back.

LEAD & COPPER PIPE

Jason said there is funding we can apply for to dig up and replace lead and copper piping if we have to, and not just for residential infrastructure. He and the Council discussed locating the receipts for the pipeline replacement materials that were purchased and the work the City has already done, and if they don't accept them, we are going to have to expose every curb stop in the City to confirm they are lead and copper free. Phil said he needs to go through Ole's records from 1988.

Jason said they are offering a loan for 66% and the deadline for application is sometime this year. Phil said they were told they had until the 27th to figure out what we have to do, but we should have 10 years to finish it. Bill asked if he could be emailed notes on the Northern Waterworks and the 1988 minutes.

SPEED BUMP ON 4TH AVENUE

Darrell reported that a number of vehicles have been speeding through the intersection by his house and they go by so fast he cannot get the license numbers. Jason recommended an asphalt speed bump if you want it to last.

The Council discussed locations of current speed bumps in town and other new locations where one is needed. Jason cautioned against putting in too. Darrell said maybe we could get a portable one and move it around as needed. He said that Uline has them in their catalog.

Ethan moved, seconded by Darrell, to approve up to $1,000.00 for the purchase of a portable speed bump. Voting in favor were Ethan and Darrell, with none opposing or abstaining, the motion carried.

MAINTENANCE SUPERVISOR REPORT

Mike Walsh and the Council discussed the need to repair or replace mowing equipment and other maintenance work that has been done. They also discussed the need to contact the new owners of a home that has a curb stop leak. Mike reported on the completion of work that was done to correct a problem with the Senior Center's sewage line. Mike also said that the trees need to be watered and it would be better to use a smaller truck to do jobs like that.

8TH AVENUE/SCHOOL ROAD

Lewis and Clark School Superintendent Mark Ritterman and City Engineer Jason Strand discussed the issues at the 8th Avenue/School Road with the Council. Jason distributed a document and said he'd completed a map of the proposed project there and submitted updated costs on the second page. Mr. Ritterman and the Council discussed various options for the needed repairs and other work on the School Road as well as the various barriers the school and the City have been encountering on this project. Jason said the school had hired AE2S to conduct a survey of the project area.

Mr. Ritterman said the school will develop a tentative plan and present it at the July Council meeting. Jason asked if it was something they could design over the winter and do the project next year and Mr. Ritterman said yes. They also discussed the school's need to close the road off at certain times of the day and how if the City still owned it, there would be problems with that. Crosswalk signage, a traffic monitor and other options were also discussed.

Mr. Ritterman asked if the City would consider a 50/50 split on the costs and most thought that would work on the street section, but the proposed parking section might be something else. Mark said he would bring this before the School Board.

REMAINING WORK AND BILLS ON THE HALL CONSTRUCTION

The Council and Wayne Olson discussed the remaining work that needs to be done to complete the construction of the new City Hall and the amounts of any outstanding invoices. They discussed how they wanted the remaining work completed and whether a final payment could be made to Poitra Brothers Construction and if all the work they wanted was completed to everyone's satisfaction.

Ethan moved, seconded by Darrell, to pay Poitra Brothers the remaining $70,000 outstanding invoice. Voting in favor were Ethan and Darrell, and with none opposing or abstaining, the motion carried.

CITY SHOP ROOF

Repairs are needed on the roof of the City Shop. Darrell suggested they talk to Bruce Underdahl to see if he could install a rubber coating or pitch on the roof.

AIRPORT AUTHORITY

Phil discussed with the Council the need to appoint someone to the Airport Authority. After a brief discussion it was decided to wait a bit. Darrell moved, seconded by Ethan, to table the discussion until the July meeting when winners of the election would be sworn in.

FIREWORKS PERMIT

Ethan moved, seconded by Darrell, to approve a fireworks permit for Carey Yoder. The vote was all in favor, motion carried.

The next meeting is scheduled for July 9, 2026 at 7:00 p.m.

Wayne Olson asked if the Fire Department could park a truck until they sell it and the Council agreed to the request.

ADJOURNMENT

Darrell moved to adjourn the meeting at 9:08 p.m.

Pemina Yellow Bird,
City Auditor

Phil Westgard,
Mayor