

PUBLIC NOTICES

Turtle Lake-Mercer School October Meeting Minutes

October 21, 2025
President Britton called the regular meeting of the Turtle Lake-Mercer School Board to order at 7:00 P.M in the Board Room on Tuesday, October 21, 2025.
Roll Call: Present: Britton, O'Shea, Ravnaas, Ruffo, Sparrow
Absent:
Superintendent: Sheila Schlafmann
Principal: Kurt Zeibarth
Business Manager: Laura Fiedler
Guest: None
Consent Agenda: Consent agenda reviewed. Ravnaas moved to approve the following consent agenda:
Minutes of the September 15th, 2025 regular meeting
September Financial Reports
2025-2026 Enrollment - October
Kindergarten 7
1st 10 2nd 8
3rd 16 4th 6
5th 11 6th 21
7th 20 8th 17
9th 13 10th 23
11th 8 12th 9
Total 169
K-6th 79 7th-12th 90
PreK 4
Payment September Bills as presented.
Ruffo seconded the motion. Motion Unanimously Carried.
Student Outcomes – Reviewed NDA+ Summative Data from 2024-25 School Year
Community Speakers: Comments on Current or Immediately Preceding Agenda Items – if any: None
Committee Meetings:
Building and Grounds – October 8th at 7:00 AM
Getting quotes for AC in the classrooms and gym.
Getting quotes for updating the fire system.
Received quotes for flooring.
Ruffo moved to have floor in ag hallway and ag classroom/office refinished by Contract Flooring. Ravnaas seconded the motion.
Roll Call: Sparrow-Yes, Ruffo-Yes, Ravnaas-Yes, O'Shea-Yes, Britton-Yes.
Motion Unanimously Carried.
Administration Reports
Principal Report
MIS03 Report has been completed and submitted through STARS.
The Curriculum and PD Report for Science of Reading has been completed and submitted through STARS.
Mrs. Cullum has started working with students in grades 5 through 8 through Math Corps. 22 students are on Mrs. Cullum's case load and she is working with them to provide 90 minutes of supplemental instruction per week. Thank you to Mrs. Cullum and our teachers for working to create a schedule to accommodate these students without pulling them from core instruction in Math or English Language Arts.
The Wave, Turtle Lake-Mercer's School Podcast, is up and running again. We have done 3 episodes this year. We will work to get one episode out every two weeks.
Lisa Gusewelle from McLean Family Resource Center met with Sam Slavik and I. She is providing resources for a program called Safe Dates. This will be used in Mrs. Philbrick's 7th Grade Health Class for 2nd semester. The program discusses healthy and unhealthy relationship characteristics.
Dr. Bernier from University of Mary will be on campus October 8th for some one-on-one work with our percussion students.
I will be attending the Region 2 Principal Meeting in Rugby on October 9th.
October 10th, we will have First Aid and CPR training for our Professional Development Day.
ND A+ Summative Data from 2025 has been released. Individual Student Reports are being sent home with families during Parent/Teacher Conferences on October 13th. Families who do not attend will have those reports sent home with students the following day.
Superintendent/Activities Director Report
CREA PD Report
ND Safety Council – First Aid and CPR Training – October 10th
DDC4 (Defensive Driver) – Toni Cottingham – October 10th (NDIRF paid for this training)
School District Financial Audit – Rath and Mehrer – October 13th
NDSBA Convention – October 9th

and 10th – I will be attended the 9th FFA Auction and Spaghetti Feed is November 16th at 5:00 PM
JH Region 7 Band Festival at TL-M on October 24th
Dessert Music and More is October 27th at 7:00 PM
Alive at 25 – 9th – 12th graders – January 16th 10:00 – 2:30 (free from ND Safety Council)
Multi-Factor Authentication - to support cybersecurity and account protection requirements, authorized adult staff may use personal or district-issued mobile devices for multifactor authentication (MFA) when accessing educational technology resources approved by the district.
Fall Sports
JV/JH Football, JH Volleyball, Girls' Golf and EGBB are all complete
C/JV/V Volleyball still competing – regular season wraps up October 23rd in McClusky
Pink Night was October 7th in Turtle Lake
Districts are in Underwood this year starting October 30th
Regionals are held in Killdeer this year starting November 10th
Cross Country – state takes place October 24th in Jamestown
V Football – playoffs start October 25
JH Girls Basketball begins October 20th with the first game November 6th
NDHSAA Updates
Transfer Rule by-law will be finalized in December
Football, Basketball, and Volleyball Classification – Approved
6-year period
19 performance points
Realignment committee replaces the sport specific classification committees
Track Qualifications – looks at 5-year history and number of qualifiers
Softball – 20-run rule after 3 innings
They are exploring Out of Season Coaching rules
Winter schedules for basketball are ready
GBB practice begins November 17th
BBB practice begins December 1st
Ticket takers, shot clock, book, and announcer are all needed for home games
Positive Reflection/Sharing – October is National Principals Month – Thank you to Mr. Ziebarth for all you do for TL-M!
Thank you to Byron for keeping our bus fleet fueled up and ready to go and to everyone who drove for practices and competitions.
Turtle Lake – Mercer Critical Initiative Teams 2025-26:
Cognia Mid-cycle Review is due November 1st, 2025.
Academic Instructional Practices:
Year 2 of Teacher Tip Tuesday
Year 3 of ELEOT observations
Year 5 of Teaching Strategy Cards
Culture and Climate:
Year 3 of Student Missions – Student of the Month
Teacher Theme Thursdays
September – Homecoming
October – Trojans and bubbles
Year 3 of Turtle Talks – October 13th
Cards and Cookies
Year 5 of 2x10s – relationship building
Teacher/Staff Trivia – students guess the staff member
Data Literacy:
Year 5 of Data Day – beginning of the year, November 7th, February 6th, and May 29th
Progress Monitoring – completed by teachers
ND A+ Interim – working on finishing up interim 1, interim 2 will be completed in January
MTSS – Miss Weiand will be working with SVSS to solidify a process for TLM
After-school Tutoring will begin with Mr. Vasbinder now that JH football is concluded
Family and Community Engagement:
Continue the Engagement Posts on Facebook and our App
Rooms – encourage 1 post per week per teacher
5th/6th Grade Dance – December 6th prior to Snowball
Alive at 25 – January 16th for all 9th – 12th graders
Parent/Teacher Conferences – October 13th Student Showcase in the lobby
February 6th E&I Day – looking to have a STEM event.
Discussion/Action:
Supt. Evaluation – Due to Board President November 7th. Process must be completed by November 15.
NDSBA Superintendent Evaluation
CAAB-E1
Board Meeting to meet November

15th deadline will be Wednesday, November 12th at 7:00 PM CDT.
Adjourn
October Bill Review: Sparrow and Ruffo
Next Regular School Board Meeting: November 12th, 2025 @ 7:00 PM
APPROVED BILLS:
GENERAL FUND
AMAZON CAPITOL SERVICES 1,934.93; AUTO VALUE PARTS STORE 172.46; CENTRAL DAKOTA FRONTIER 2,021.38; CENTRAL REGIONAL EDUCATION ASSOCIATION 230.00; CITY OF TURTLE LAKE 668.84; ENTZEL-FIEDLER, LAURA 168.00; GWN 32,700.00; HARDWARE HANK 266.63; HARTLEY'S SCHOOL BUSES 212.33; INFORMATION TECHNOLOGY DEPT 25.83; ISTATE TRUCK CENTER 54.99; J.P. MORGAN 1,504.47; JAYMAR BUSINESS FORMS 307.01; MAIN STREET MARKET 247.94; MARCO 2,293.96; MCGRAW HILL SCHOOL EDUCATION 2,301.67; MDU 275.04; MIDWEST INVESTIGATION & SECURITY 350.00; ND ASSN SCHOOL BUS MGRS 50.00; ND COUNCIL EDUCATIONAL LEADERS 5,537.80; ND SCHOOL BUSINESS MANAGER CERTIFICATION PROGRAM 650.00; NDSBA 495.00; NORDAK NORTH PUBLICATIONS 506.22; NORTH DAKOTA SAFETY COUNCIL 1,314.00; ODIN 98.81; OTTER TAIL POWER 2,826.58; PEPPER & SON INC, J.W. 257.49; POPPLERS MUSIC INC 44.45; RENAISSANCE LEARNING INC 4,454.40; SCHLAFMANN, SHEILA 96.80; SCHOCK'S SAFE & LOCK SERVICE 4,574.75; SCHOLASTIC CLASSROOM MAGAZINES 2,137.82; SLAGG, WAYNE 100.00; SLAVIK, SAMANTHA 67.80; SUMMIT FIRE PROTECTION INC 913.00; TRAINING ROOM INC 299.68; VALUATIONS NORTHWEST, INC 4,943.50; WAGON WHEEL LUMBER 1,162.44; WEST RIVER TELEPHONE CO 321.03; WEX HEALTH INC. 70.00; WYMAN, KAILEE 32.71; Fund Total: 76,689.76
BUILDING FUND
CORE FACILITY SOLUTIONS 7,262.81; Fund Total: 7,262.81
FOOD SERVICE
AMAZON 72.41; CAPITAL CITY RESTAURANT SUPPLY 69.74; DPI 1,997.65; DRI 460.00; MAIN STREET MARKET 95.46; RHOADS, DEBRA 65.20; TLM ACTIVITY FUND 41.48; US FOODS INC 4,867.57; Fund Total: 7,669.51
ACTIVITY FUND
ANDERSON, JOI 200.00; ARBITER SPORTS LLC 345.00; CHARLOTTE WILSON 41.40; COCA COLA REFRESHMENTS USA, INC 676.00; DAN RUFF 251.50; DELZER, JAMES 211.20; DIETZ, WESTON 125.00; DISTRICT 1 FCCLA 25.00; FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA 240.00; GORDON, CHRIS 387.20; GROUP TRAVEL PLANNERS 11,200.00; HANSON, DENNIS 300.00; HEWITT, KAYLA 258.25; J.P. MORGAN 1,090.22; JEFF DELZER 251.50; KLABUNDE, WYATT 230.00; LAIB, ANITA 465.41; LAIB, REMI 133.40; LAIB, RHETT 110.40; MIKE SKACHENKO 50.00; ND FFA 2,070.00; NDACDC-ATTN: ELIZABETH HAUGER 160.00; NDSU CHALLEY SCHOOL OF MUSIC 150.00; RITTENBACH, BRIDGER 150.00; ROYCE WARDNER 115.80; SCOTT WEIGUM 191.80; SIMMONS, TIMOTHY 291.80; STEVE HARTMAN 461.40; SYBRANT, EVA 258.25; US FOODS INC 179.81; VANDERWAL, AUSTIN 342.20; WARDNER, HENRY 125.50; WEIAND, ALICIA 120.00; WEST MUSIC 546.33; WILSON, MOLLY 78.20; Fund Total: 21,832.57
SPECIAL FUND
ADVANCED BUSINESS METHODS 44.55; BEK COMMUNICATIONS INC 14.99; BEST BUY CREDIT SERVICES 271.90; DIVIDE COUNTY SCHOOL DIST #1 29,200.00; DOLLYWOOD FOUNDATION 8.33; MDU 35.36; ND COUNCIL EDUCATIONAL LEADERS 225.00; OTTER TAIL POWER 55.74; SRT COMMUNICATIONS INC 69.90; VELVA SCHOOL 4,700.00; VE-RIZON WIRELESS 198.22; WAGON WHEEL LUMBER 1,215.37; WASHBURN SCHOOL 2,100.00 Fund Total: 38,139.36
(Nov. 20, 2025)

Turtle Lake City November Meeting Minutes

(unapproved)
November 10th, 2025
Call to Order: Meeting opened with the Pledge of Allegiance

In Attendance:
Auditor: Joe Herslip
Commissioners: Dianne Zenker, Matt Lang, Stacie Adams- (via Zoom), Tim Britton, Rick Schwalk
Also Present: Moore Engineering, Michelle Pickett
Public in Attendance: Darrell Belisle, Mary Anseth
Review of prior meeting minutes: October 13th, 2025 – Regular City Commission Meeting
Motion to approve minutes of October 13th, 2025, meeting as presented:
Made by: Adams
Seconded by: Britton
Roll Call Vote: Unanimous
Outcome: Motion passed
October 23rd – Special Meeting of the City Commission
Motion to approve minutes of October 23rd, 2025, meeting as presented:
Made by: Adams
Seconded by: Schwalk
Roll Call Vote: Unanimous
Outcome: Motion passed
Review of financial reports & bills as presented:
Review and discussion
Motion to approve financial reports and bills as presented:
Made by: Britton
Seconded by: Lang
Roll Call Vote: Unanimous
Outcome: Motion passed
Public Comment Period:
Resident Mary Anseth was present to discuss the potential for some improvements and projects to the property of City Hall
Parking lots at City Hall need repair
The city will look to patch where possible and will consider a long-term fix in the spring
Exterior damage incurred years earlier is still awaiting repair
Discussion was held over multiple options and further discussions will be held in the spring
North of the building fence needs replacement or removal
Discussion of potential projects was held. A survey has recently been completed of the lot. Discussions will continue, no action taken
Moore Engineering Project Updates: Sewer Lining Project (USDA):
One final liner has been ordered and shipped
2 defective liners will be corrected
Liquidated damages were discussed
This project will be completed by the end of the year
Motion to withhold the pay application in the amount of \$10,377.90:
Made by: Schwalk
Seconded by: Britton
Roll Call Vote: Unanimous
Outcome: Motion passed
Phase 2 Sewer CDBG Project
Crews are completed for the season
In the spring continued repairs will be made
Charles St
Kundert St
Manhole Rehabilitation
Motion to approve Work Change Directive to add 1 valley gutter:
Made by: Britton
Seconded by: Schwalk
Roll Call Vote: Unanimous
Outcome: Motion passed
Motion to approve the Change Order to remove an asbestos pipe \$12,121.00
Made by: Adams
Seconded by: Schwalk
Roll Call Vote: Unanimous
Outcome: Motion passed
Motion to authorize Swanberg Pay Application \$196,678.81:
Made by: Britton
Seconded by: Schwalk
Roll Call Vote: Unanimous
Outcome: Motion passed
Street Project
Consideration of Engineer's Agreement for Professional Services for the Street Improvement District No 2025-1
Motion to approve the Engineers Agreement for Professional Services – Moore Engineering
Made by: Schwalk
Seconded by: Lang
Roll Call Vote: Unanimous
Outcome: Motion passed
New Business
American Legion Post 133 – Turtle Lake, North Dakota renewal of liquor license. Switching from Club License to Full License.
Motion to approve the renewal of Liquor License for American Legion Post 133 and Bar 133:
Made by: Schwalk
Seconded by: Adams
Roll Call Vote: Unanimous
Outcome: Motion passed
Lot 22 Bicentennial Addition:
This lot is currently owned by the City. The lot was acquired by the City in

1993 for nonpayment of taxes. This lot is still available.
A survey has recently been done.
The neighboring property has a structure that crosses the property line. The structure has been in place for 35 years. The property owner was present to speak on the issue.
Darrell Belisle, Property Owner and resident, spoke and is seeking direction from the board.
Zenker noted similar issues may arise in the future as the City continues to survey properties.
The assessed value of the lot by the County is \$7,400
Motion to sell Lot 22 of Bicentennial Addition with minimum bid of \$7,400
Made by: Britton
Seconded by: Lang
Roll Call Vote: Unanimous
Outcome: Motion passed
2024 Audit Financials approved by the State Auditor
Old Business
OSI – Trees:
OSI never did not make it out to address the trees this year
Many calls have been made to follow up with OSI
Consider using ISI or other vendors for future needs
Stray cats within City limits:
The amount of stray cats has significantly increased
Residents and Business owners have complained
The City will attempt live-trapping the cats
Any cat without a collar, or microchip, will be rehomed to a local farm
Smart Meters:
7 left to complete
Kevin's Plumbing and Heating in Minot will be installing
Black Mountain:
City is live and fully converted on accounting and utility billing modules
Web portal will be set up soon for online payments
Marketing will take place after December
A notice will be sent out with future bills to indicate that late fees will be reinstated as of January 2026
Holidays for 2026:
At the next Commission meeting holidays and open/closed dates will be reviewed.
Trees on main are on city property
Removal needed
Schwalk has volunteered to do the removal
City requires a Certificate of Insurance and Proof of License before removal
City Shop and Maintenance
The city maintenance crew is ready for winter
The heater in the shop needs to be looked at
Beat Zone / Call for service
Adjournment
Motion to adjourn: Britton
seconded by Schwalk
Roll Call Vote: Unanimous
Next Regular Meeting Date: December 8, 2025
Financials by Joe Herslip:
Date Issued Check # Vendor Name Check Amount
10/15/25 EFT USA Payment 2,548.09; 10/16/25 26735 CORE & MAIN LP 3,018.29; 10/16/25 26736 HETLETVED 245.00; 10/16/25 26737 WILD PRAIRIE SOLUTIONS 16,068.50; 10/17/25 EFT C Davison 823.85; 10/17/25 EFT I Olsen 1,571.53; 10/17/25 EFT J Herslip 1,747.88; 10/17/25 EFT M Pickett 161.61; 10/27/25 EFT C Davison 387.87; 10/27/25 EFT I Olsen 1,499.42; 10/27/25 EFT D Gurr 304.75; 10/27/25 EFT J Herslip 1,747.88; 10/27/25 EFT M Pickett 253.96; 10/31/25 EFT TRU-COMMUNITY BANK 5.00; 10/31/25 EFT OTTER TAIL POWER CO 1,228.13; 10/31/25 EFT BLUE CROSS BLUE SHIELD ND 1,915.09; 10/31/25 EFT MCLEAN ELECTRIC 277.41; 10/31/25 EFT MONTANA-DAKOTA UTILITIES 56.41; 10/31/25 EFT EVOLV INV 19.95; 11/07/25 26738 CENTRAL DAKOTA FRONTIER COOPERATIVE 630.50; 11/07/25 26739 DOUBLE M SANITATION 7,735.00; 11/07/25 26740 LAKE REGION STORAGE LLP 703.50; 11/07/25 26741 MCLEAN SHERIDAN RURAL WATER 6,636.00; 11/07/25 26742 ND DEPARTMENT OF HEALTH 27.00; 11/07/25 26743 NorDak North Publications 202.00; 11/07/25 26744 RUSTS HARDWARE HANK 167.94; 11/07/25 26745 TRANSTRASH 2,800.00
(Nov. 20, 2025)