

# CITY OF CENTER CITY COUNCIL UNOFFICIAL MEETING MINUTES

March 9, 2026

1. A City Council meeting for the City of Center was called to order by the City Council President Lisa Gusewelle at 6:00 pm on March 9, 2026, held at Civic Center. 2. Roll Call: Lisa Gusewelle, Eric Casson, Troy Hatzenbihler, Jennifer Gooss (City Attorney), Abby Salinas (Interim City Auditor) Absent: None Guest: Dale Barth, Deriann Barth, Denn Windhorst, Dave Nehring, Jayar Kindsvogel, Kisa Kindsvogel, Davis Lock, RaShell Simenson. 3. Pledge of Allegiance: I pledge of allegiance to the Flad of the United States of America and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all. 4. Modifications/Approval of Agenda: Casson made a motion to add to the agenda under Reports #10 Pool Rates & Garbage Rates, Under Finance and Property Matters Rashell Simenson/CB Accounting and before #6 add Introduction and Staff Appreciation, then approve the agenda with the changes made, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Casson, Gusewelle. 5. Introduction and Appreciation of Staff: Casson Introduced Interim City Auditor and thanked all staff for stepping in to assist where needed due to the shortage of staff. 6. Minutes: Exhibit presented of February 9, 2026, regular Council Meeting minutes for their review and consideration. Hatzenbihler made a motion to approve the regular Council Meeting Minutes of February 9, 2026, with corrections made to the signature names at the end of the minutes, second by Casson. Roll call: Ayes; Hatzenbihler, Casson, Gusewelle. Exhibit presented February 26, 2026, Special Council Meeting minutes for their review and consideration. Hatzenbihler made a motion to approve the Special Council Meeting Minutes of February 26, 2026, with no errors and omissions, second by Casson. Roll call: Ayes; Hatzenbihler, Casson, Gusewelle. 7. Public Comment: Dale Barth owner of Lone Wolf Salon – Stated he questioned in regard to his liquor license and would like to know who accused him of having no license and not purchasing liquor through the appropriate means. Anonymous complaint came in from the County, Sheriff's office and the City of Center did their investigation and found everything in order there were no charges or violations. If owner of Lone Wolf would like a report one will have to be obtained through the Sheriff's office, there is no report through the City. Dean Windhorst – Stated he wanted Council to be aware of a walking quorum and illegal meetings taking place. Jennifer Gooss (City Attorney) stated that 2 or more Council members can be together in the same room the only time it becomes illegal is if discussion regarding city and decisions are made during the discussion. Public comments conclude. 8. Governance Actions: A. Rescission of February 9, 2026, Mayoral Appointment Vote – In order to be in compliance with statutory 15-day requirement. Hatzenbihler made a motion to rescind February 9, 2026, Mayoral appointment vote, second by Casson. Roll call: Ayes; Hatzenbihler, Casson, Gusewelle. B. Mayoral Appointment Pursuant to NDCC 40-08-04. Hatzenbihler

made a motion to appoint Eric Casson as Mayor for the City of Center, second by Gusewelle. Roll call: Ayes; Hatzenbihler, Gusewelle Abstained; Casson. C. Appointment to Fill Council Seat – Gusewelle stated that Kisa Kindsvogel expressed interest in taking vacant seat. Discussion held, Hatzenbihler made a motion because no information was had prior, then rescinded the motion. Casson made a motion to appoint Kisa Kindsvogel as Council member for the City of Center, second by Gusewelle. Roll call: Ayes; Hatzenbihler, Gusewelle. Oath of Office administered at Council meeting to Kisa Kindsvogel. I, Kisa Kindsvogel of Center, N.D., do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of North Dakota and that I will faithfully discharge the duties of the office of Center city Council according to the best of my ability, so help me God (under pains and penalties of perjury. (Kindsvogel took her seat at the Council table) 9. Treasures Report: A. Handed exhibit of claims approval list for Councils review and consideration. Gusewelle made a motion to approve the claims approval list, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. B. Handed exhibit of Check register list for Councils review and consideration. Gusewelle made a motion to approve the check register list, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. C. The statement of revenue, statement of expenditure and salaries and deductions report was not present and will be on next month's reports for review and approval. 10. Personal Appearances: A. Jonny Bucchoholz, DSG was not present. B. William Sherwin - Water connection request was not present but is asking for the City to consider running water through the City to his property. Hatzenbihler made a motion to table request until Casson has reviewed what lines exist in area, second by Gusewelle. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. 11. Reports: A. CB Accounting – RaShell Simenson stated that when her last payroll check was given to her through the City She found an error that was made by CB Accounting, they paid her out the sick leave pay which is against City policy. Simenson is requesting interim auditor gets the exact total that will be returned to the city so that she can repay the over payment. Discussions held on CB contract agreement. B. Moore Engineering – was not present. C. Sheriff's Office – was not present. 12. Old Business: A. National Flood Insurance Program – Second Reading of the Flood Ordinance. ORDINANCE 2026-01 BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CENTER, NORTH DAKOTA SECTION 1. AMENDMENT. An Ordinance to enact a new Chapter 18 of Revised Ordinance of the City of Center relating to Floodplain Management. CHAPTER EIGHTEEN FLOODPLAIN MANAGEMENT ARTICLE 6 - Violations 18.0601 Penalties for Violations 1. Violation of the provisions of this ordinance or failure to comply with any of its requirements, including violations on conditions and safeguards established in connection with grants or variances or

conditional uses, shall constitute a class B misdemeanor. Any person who violates this ordinance or fails to comply with any of its requirements shall upon conviction thereof be punished by a fine not exceeding \$1,500 or by imprisonment not to exceed 30 days or by both such fine and imprisonment for each such offense, and in addition shall pay costs and expenses involved in the case. Each day such violation continues shall be considered a separate offense. 2. Nothing herein contained shall prevent the City Council from taking such other lawful action as is necessary to prevent or remedy any violation. SECTION 3. TIME OF TAKING EFFECT. This Ordinance shall be in full force and effect from and after its final passage and adoption and publication of the title and penalty clause. Gusewelle made a motion to make corrections on the signature lines of the ordinance and wave the formal reading of the National Flood Insurance Program Ordinance Chapter 18, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. Gusewelle made a motion to approve 2nd reading of the National Flood Insurance Program Ordinance Chapter 18 with corrections made to signature line, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. B. "If I were a Mayor" Essay Contest Presentation and Recognition – Each winner announced at NDLC will receive \$150. Council has chosen 4 letters for forward to NDLC, 4th place is 3rd grade Meena. 3rd place is from 3rd grade Bryleigh, 2nd place is from 3rd grade Skyler, and 1st place is from 3rd grade Avery Yant. 13. New Business: Administrative Structure – A. Gusewelle made a motion to assignments Portfolios to Gusewelle Portfolios; Christmas Gifts, Golf, Pool/Facility, & Police. Kindsvogel Portfolios; JDA (Job Development Association), & Lewis & Clark. Casson Portfolios; Sewer, Garbage, Street, & School Liaison. Hatzenbihler Portfolios; Coal Conversion, Water, County and City Planning & Zoning, & Housing, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. Gusewelle made a made an amendment change to place the portfolio of Police under Kindsvogel to make the assignments fairer, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. B. City Auditor Position - Job Description – Kindsvogel made a made a motion to accept new job description for City Auditor and update the employee handbook, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. C. City Auditor Position – Compensation Range and Advertisement - Hatzenbihler made a made a motion table minimum to maximum range of wages till next meeting in order to review budget and see what wages are feasible, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. Kindsvogel made a made a motion to re-open and advertise the Auditor's position eliminating the milage requirement, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. Hatzenbihler made a made a motion to amend previous motion to add till the position is filled, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel,

Gusewelle. D. Deputy Auditor Position – Job Description - Hatzenbihler made a made a motion to accept new job description for Deputy Auditor and update the employee handbook, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. 5 Minute Recess taken 8:25pm Council session reopened at 8:30pm. E. Deputy Auditor Position Compensation Range, Hours and Advertisement - Hatzenbihler made a motion to table Deputy Auditor compensation, hours and advertisement till a review of the City budget can be made, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. 14. Operational Policies: A. Employee Lunch and Overtime Policy/Practices – Discussions held, no motion made. B. New time Sheet for all Departments – Discussions held to have Auditor create a new one for all departments to use, no motion needed. 15. Finance & Property Matters: A. Red Cross Pool Insurance Renewal - Hatzenbihler made a motion to renew Red Cross Policy, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. . Water Hook Up Bill – Kent Reuther – Discussions held on Purchase agreements. The city needs to verify who has paid and who hasn't paid. Kindsvogel made a motion to waive any past penalties and past interest, moving forward start first payment as stated on purchase agreement, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. D. Ashley Weigel – Would like to purchase City Lot that she has rented for years – Weigel states that all other lots around hers were sold years back but hers was never offered and she would like to purchase it as others did their lots on the past, because she maintains it 100% and there are some infrastructure issues that need to be fixed and one of her pillars under the trailer was destroyed the previous year due to the harsh weather conditions that City should be maintaining. Jennifer Gooss (City Attorney) stated that the City would have to follow NDCC and put property out for bid and retain a realtor. Hatzenbihler asked the Street Superintendent to add a new pillar and fix the driveway when the weather gets better. Hatzenbihler also stated that the contract lease agreement needs to be reviewed in order to see what the future City's responsibility will be to maintain the property. E. Usage of Gym at no Charge During Business Hours – Community members would like to use the gym at no charge during business hours whole the City Auditor has City office opened, discussions held. Kindsvogel made a motion to table until they review City process and rental fees, second by Gusewelle. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. 16. Personnel & Staffing – A. Appreciation of City Staff – Hatzenbihler gave appreciation and thanks of all staff stepping up during the shortage of staff and would like to see everyone get along until vacancies are filled.

Gusewelle is appreciative of how well the staff have stepped up to assist during the loss of Auditor and City Council and thanked everyone for their hard work. B. Retention of Staff Bonus and salary Increase - Retention Bonus due to no Salary Increase in Prior Years - Gusewelle made a motion to table Retention Bonus compensation and salary increase, till a review of the City budget is done, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. School Swim lessons will start March 23, 2026, Just FYI. C. Golf Course – Hire 3 Seasonal Staff – Gusewelle made a motion to approve the hire of 3 seasonal employees can be full or part time, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. Gusewelle made an amended the previous motion to approve the hire of 3 seasonal employees that can work full time no more than 20 weeks then will have to be dropped to 19.5 hours a week until no longer needed, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. D. City – Hire 1 Seasonal Staff - Gusewelle made a motion to approve the hire of 1 seasonal employee for 20 weeks then will have to be dropped to 19.5 hours a week until no longer needed, second by Kindsvogel. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. Kindsvogel made a motion to advertise for the vacant positions in the Golf Course, City Maintenance, and City Auditor's office, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. Kindsvogel made a motion to amend previous motion and also add advertising for the vacant positions in the Center Pool for life guards, second by Hatzenbihler. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. 17. Portfolio Assignments – Previously discussed. A. North Dakota League of Cities – have one Council member attend the spring conference and training to include 1 night stay. Kindsvogel made a motion to approve Hatzenbihler to attend the NDLC Spring Conference to include 1 night stay, second by Gusewelle. Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle. B. Oath of Office - Oath of Office administered at Council meeting to Eric Casson. I, Eric Casson of Center, N.D., do solemnly swear (or affirm) that I will support the Constitution of the United States, and the Constitution of the State of North Dakota and that I will faithfully discharge the duties of the office of Center City Mayor according to the best of my ability, so help me God (under pains and penalties of perjury. (Kindsvogel took her seat at the Council table). With no further business, the meeting of the Center City Council was adjourned by unanimous vote moved by Kindsvogel, second by Hatzenbihler at 10:44 p.m. Roll call: Ayes; Roll call: Ayes; Hatzenbihler, Kindsvogel, Gusewelle, Casson. The next meeting of the City of Center Council Meeting is scheduled for Monday, April 6, 2026, at 6:00 p.m., to be held at the Center Civic Hall. Eric Casson, Mayor ATTEST: Abby Salinas, Interim City Auditor (03-19-2026)

## ABBREVIATED NOTICE OF INTENT TO ADOPT AND AMEND ADMINISTRATIVE RULES RELATING TO PEACE OFFICER LICENSES

TAKE NOTICE that the Peace Officers Standards and Training Board will hold a public hearing to address proposed changes to the N.D. Admin. Code at 10:00 a.m. on 27th day, April 2026, at the Bureau of Criminal Investigation, 1720 Burlington Drive Suite B, Bismarck North Dakota.

A copy of the proposed rules may be obtained by writing the Peace Officers Standards and Training Board or calling 701-328-5504. The proposed rules are also posted at [www.post.nd.gov](http://www.post.nd.gov). Written comments may be submitted to 1720 Burlington Drive, Suite B, Bismarck, ND, 58504 until May 12th, 2026. If you plan to attend the public hearing and will need special facilities or assistance relating to a disability, please contact the Peace Officers Standards and Training Board at the above telephone number or address at least two days prior to the public hearing.

Dated this 12th day of March 2026.  
Pat Helfrich, Secretary  
Peace Officer Standards and Training Board

