

CITY COUNCIL MEETING MINUTES

July 7, 2026 | 7:00 p.m.

Betty Hagel Memorial Civic Center

Meeting called to order at 7:00 p.m. by Mayor Kevin Hoffman.

Present: Becky Berg, Dean Windhorst, Kevin Hoffman, Brittany Hagen, Troy Hatzenbihler, City Auditor Cassie Smith. Quorum declared met. The Pledge of Allegiance was recited. Hatzenbihler moved and Hagen seconded to approve the agenda. All voted aye. Motion carried.

Jason Bentz signed up for public comment, but chose to wait for questions regarding the Roughrider Electric franchise agreement. Hagen moved and Windhorst seconded to approve the minutes from the regular meetings held May 5, 2026, June 8, 2026, and Special Meeting on June 7, 2026. All in favor, motion carried.

Berg moved to approve the Claims List including AT&T Mobility \$188.22; Cooling & Heating Unlimited \$1,084.58; All Pest Control \$141; Security First Bank \$597.78; ACME Tools \$483.53; Vestis \$408.40; MDU \$4,846.53; CB Accounting \$4,100; Rud Oil & Gas \$3,177.37; Security First Bank \$1,514.11; Marco \$3; Oliver County Sheriff's Department \$13,827.10; Center Republican \$462.06; Department of Environmental Quality \$82.18; TransTrash \$5,829.25; Security First Agency of ND \$8,548; Empower Electric LLC \$1,265; Runnings Supply Inc. \$70.16; ND League of Cities \$902; One Call Concepts, Inc. \$6.90; Swanston \$221.28; Acme Electric \$180.31; Wellabe \$20.20; Menards \$33.70; Center Machine Inc. \$892.15; Southwest Water Authority \$14,844.91; Coca Cola Bottling High Country \$371; Roughrider Electric \$180.31, with the addition of Janet Erhardt \$7,000, NDLC training for Troy Hatzenbihler \$200, and DSG \$2,593.47 and tabling Donovan & Kaffar PLLC \$4,247. Hatzenbihler seconded. All in favor, motion carried.

Personal Appearances:

Matt Gardner gave a brief rundown of the learning opportunities provided by the ND League of Cities and made sure that the city was okay with the contract terminating with Julie Hein who has been training Auditor Smith.

AJ Tuck was not physically present and technological difficulties made it impossible to call him. Hatzenbihler moved and Berg

seconded to table this until we can schedule something with AJ in person. All in favor, motion carried.

Larry Oswald explained the process of the WBI Bakken East natural gas line potentially coming to service the area in the next few years and answered any questions Council might have.

Reports:

Keith reported that the compressor in one of the air conditioning units is not working. Gibbs & Sons quoted an \$8,400 repair. Hatzenbihler moved and Windhorst seconded to approve the \$8,400 repair to the compressor. Hatzenbihler moved to amend his motion to include complete verification of cleaning and flushing contamination out of the system to prevent further damage. Windhorst seconded the amendment. All in favor, motion to amend motion carried. Vote on amended motion to approve the \$8,400 repair to the compressor with verification of complete cleaning and flushing contamination out of the system to prevent further damage passed unanimously.

Shandy verified with Council that it was still the understanding that the city would pay for each life guard to have a swimsuit or trunks and two (2) shirts for working at the pool.

Old Business:

Hatzenbihler will reach out to the Oliver County Fair Board to see if they would like to put the Lewis, Clark and Sakakawea statues at the fairgrounds since the Park Board does not want them at the park.

Discussion was held regarding whether to add the ability to amortize in Black Mountain's Utility Billing module. Berg moved and Hagen seconded to not move forward with this. All in favor, motion carried.

Discussion was held regarding the back door repair/ replacement. Auditor asked for suggestions of who else to try and contact, as most places in Bismarck/ Mandan that do commercial doors only do garage-style doors. Suggestions were John Grounds here in Center or Wagon Wheel in Washburn.

New Business:

Mayor Hoffman appointed Cassie Smith as City Auditor. Berg moved and Hatzenbihler seconded to accept the appointment. All in favor, motion carried.

Mayor Hoffman appointed Patricia Koepke

as City Assessor. Hatzenbihler moved and Hagen seconded to accept the appointment. All in favor, motion carried.

Mayor Hoffman appointed AJ Tuck from Moore Engineering as our City Engineer. Berg moved and Windhorst seconded to accept the appointment. All in favor, motion carried.

Mayor Hoffman appointed Eric Casson to the City Planning and Zoning Committee. Berg moved and Hagen seconded to accept the appointment. All in favor, motion carried.

Mayor Hoffman appointed William Sherwin as City Attorney. Windhorst moved to accept the appointment. Motion died due to a lack of a second. Hatzenbihler moved and Hagen seconded to table the City Attorney appointment until the August meeting. Berg moved and Hagen seconded to amend the motion to appoint Mayor Hoffman to meet with Will Sherwin to discuss the expectations of the position. All in favor of the amendment, motion carried. All in favor of amended motion to table the City Attorney appointment until Mayor Hoffman and Will Sherwin have met to discuss the expectations of the position, motion carried.

Mayor Hoffman reassigned portfolios with Berg as Council President and managing the water, garbage, and golf course portfolios. Windhorst will manage the street and sewer portfolios. Hagen will manage the police, Lewis and Clark, and Christmas gift portfolios. Hatzenbihler will manage the Housing Authority, Coal Conversion and Planning and Zoning portfolios. Hoffman will oversee the JDA, Facilities Director, Pool Committee, School Liaison, and Employee Negotiator portfolios. Berg moved and Hagen seconded to approve the portfolio assignments. Roll call vote: Hatzenbihler – aye, Hagen – aye, Windhorst – nay, Berg – aye. Motion carried. Berg moved and Hagen seconded to approve Mayor Kevin Hoffman and Auditor Cassie Smith to be signers on the bank account and to remove anyone else who may already be listed on the account. All in favor, motion carried.

NDLC Elected Officials Training Program was discussed. Berg moved and Hagen seconded that the city would cover the cost for any council member who wants to take the training if there is a cost. All in favor,

motion carried.

Bonding Fund Application was discussed. Hatzenbihler moved and Berg seconded to verify total revenues and cash account amounts before approving. Hatzenbihler moved to amend his motion to include further information and verify figures and having all blanks filled in on the application. Windhorst seconded the amendment. All in favor of the amendment, motion carried. All in favor of amended motion to verify total revenues and cash account amounts, and also include further information verifying figures and having all blanks filled in on the application before approval. All in favor, motion carried.

Jason Benz presented a franchise agreement from Roughrider Electric that has lapsed and they would like to get one back in place. This was tabled until the city receives an updated version of the agreement and our

attorney has time to review.

RV Park rates were discussed. Hagen moved to increase the monthly rate to \$550. Hagen rescinded her motion to continue discussion. Berg moved and Hagen seconded to increase the monthly rental rates to \$550 for any incoming renters and give notice to current renters that their rates will increase to \$550 as of September 1, 2026. Aye -3, Nay – 1, motion carried.

Bulk water rates were discussed. Hatzenbihler moved and Hagen seconded to allow Ruptured Duck to start up at a rate of \$15/1,000 gallons for 30 days until Council can gather more information and renegotiate at the August meeting. Hatzenbihler amended his motion to change "Ruptured Duck rate" to "industrial rate". Hatzenbihler rescinded his motion and the amendment. Berg moved and Hagen seconded to sell Ruptured Duck

up to 60,000 gallons/ day for 30 days at a rate of \$15/1,000 gallons pending verification from our City Engineer, AJ Tuck with Moore Engineering regarding the 60,000 gallons/ day allowance. All in favor, motion carried. Hatzenbihler moved to approve building permit #06252026 for a garden shed for Richard Zarr upon completion of application including printed name of applicant and parcel number. Berg seconded. All in favor, motion carried. Meeting adjourned by Mayor Hoffman at 11:00 p.m.

Kevin Hoffman, Mayor
Cassie Smith, City Auditor

(07-23-2026)