CITY OF PARK RIVER, NORTH DAKOTA REGULAR COUNCIL MEETING - AUGUST

CITY OF PARK RIVER, NORTH **DAKOTA, REGULAR COUNCIL MEETING, MONDAY, AUGUST 11,** 2025 AT 5:30 PM.

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, August 11, 2025 at 5:30 PM.

All present recited the Pledge of

Mayor Kyle Halvorson called the meeting to order. A/DA Berg conducted roll call, confirming the Councilmembers Ken Gillespie, Leah Skierven, Andrew Erickson, Corv Seim and Dennis Kubat. Absent: Corri Bell. A quorum was established. City Attorney (CA) Dusting Slaamod, Public Works Director PWD Dee Jay Johnson City Coordinator/City Auditor CC/CA Nancy Thompson and Assessor/Deputy Auditor (A/DA) Ann Berg. Others present: WC Deputy Charlie Hardy, Rita Beneda, Haley Ulland, Nina Hollingsworth, Ashley Seim, Allison Olimb-WC Press, Char Myrdal, Cheri Lothspeich, Josh Stromberg, Marilyn Simon, Ron Beneda, Daryl Larson, Patty Dahlen, Marcus Lewis, Lindsey Sveen, Eugene Bossert and Dennis Larson.

Mayor announced one addition under committees, noting that committee appointments would be addressed before going through the committees.

CITIZENS COMMENTS: Rita Beneta addressed the Bike Path committee issue regarding a sign placement. She explained that the committee had discussed a 4'x8' sign at Highway 17 east of Dollar General intersection which would state "Centennial Bike Path and Arboretum established 1989." Beneda requested clarification on the approval process and maintenance expectations for the bike path. Council clarified that the committee should focus on both maintenance and beautification, and that proper approval was needed for the sign.

Dustin Slaamod appeared on behalf of the Park River Volunteer Fire Department and addressed the tornado siren policy, requesting formal approval from the City Council for the Fire Department to sound the tornado siren during warnings (not watches). The Fire Department receives page notifications for warnings and would like authorization to sound the alarm.

Hailey Ulland inquired about the status of a petition for special election submitted on August 1st. CC/CA Thompson expressed she would like to get if off her desk as soon as possible.

A/CDA Berg asked Mayor Halvorson for "a question of privilege." Berg explained it is hard to take minutes when members of the public in attendance are talking when business is being discussed. It was noted a talk to dictation program is being used to transcribe minutes and comments from members of the public maybe picked up and added to the minutes adding to

APPROVAL OF MINUTES: Motion by Gillespie, seconded by Skjerven, to approve the minutes of the July 14, 2025 regular meeting. Upon roll call vote, all voted aye. M/C. Motion by Kubat seconded by Erickson, to approve the minutes of the July 31, 2025 public hearing. Upon roll call vote, all voted aye. M/C. Motion by Erickson, seconded by Skjerven, to approve the minutes of the July 31, 2025 special meeting. Upon roll call vote, all voted aye. M/C. Motion by Gillespie, seconded by Kubat, to approve the minutes of the August 6, 2025 preliminary budget hearing. Upon roll call vote, all voted aye. M/C.

AUDITOR'S & ASSESSORS REPORT: CC/CA Thompsom presented Pay Request #3 from Ferguson for \$6,605 for water meter installation. Motion by Kubat, seconded by Erickson, to approve Ferguson Pay Request #3 for \$6,605 for water meter installation. Upon roll call vote, all voted aye. M/C. CC/CA Thompson presented the payments for general fund and municipal utilities totaling \$477,502.56, noting that two large payments contributed to the high total: \$54,006.63 for the new police vehicle and \$166,057.16 to Morris Seal Coat. Debt service payments totaled \$173,098.36. including a bond payment to Zion Bank for \$128,886.25. Motion by Skjerven, seconded by Kubat, to approve the following payments. Upon roll call vote, all voted ave. M/C.

General Fund & Municipal Utilities: 39646 Postmaster 67.05 39647 Postmaster 448.56 39648 Animal Elskan Inn, LLC 140.00 39649 Cardmember Services 1,574.93 39650 Grand Forks Utility Billing 52.00 39651 CNH Industrial Retail Accounts 554.30 39652 Electric Repair & Replacement 8,000.00 39653 Ferguson Waterworks #2516 361.78 39654 Funded Depreciation 6,500.00 39655 General Funded Depreciation 5,000.00 39656 JE ELECTRIC LLC 585.27 39657 Jim's Super Valu 38.97 39658 Lakeside Construction & Gravel 536.10 39659 Legend Technical Services Inc 4,606.00 39660 Leon's Building Center, Inc 44.06 324.00 39662 Montana Dakota Utilities 191.53 39663 Morris Sealcoat & Trucking, In 166,557.16 39664 ND One Call Inc. 46.15 39665 Northern Municipal Power Agency 143,728.54 39666 North Country Chevrolet GMC 54,663.00 39667 North Star Coop 1,983.83 39668 Park River Hardware 59.37 39669 PDQ Sanitary Services, Inc 1,390.00 39670 Polar Communications 1,247.53 39671 Safe T Pull 1,386.12 39672 Samson Electric LTD 2,025.00 39673 Sewer Repair & Replacement 3,700.00 39674 Simmons Broadcasting , INC. 62.00 39675 The Village Family Service Cen 1,500.00 39676 US Bank Equipment Finance 129.44 39677 Wat & Sew Imprv Dist #2016-1 9,490.00 39678 Water System Repair & Replace 9.950.00 39679 Water Tower Fund 16.145.00 39680 Water Treatment Fund 16.490.10 39681 Walsh County Auditor 18.355.38 39682 WC Record 85.00 39683 CNH Industrial Accounts 554.30 39684 Consolidated Waste, LTD, 20.813.00 39685 Northdale Oil, Inc 1,708.99 39686 Verizon Wireless 207.84 10479-492 Salaries 18,126.72 AW US Treasury 5,514.73 10493 Bell, Corrine N 2,631.97 10494 Gillespie, Kenneth W. 2,678.15 10495 Halvorson, Kyle M 2,262.57 10496 Kubat, Dennis J. 2,585.80 10497 Seim, Cory L. 1,847.00 10498 Skjerven, Leah L. 2,631.97 10499 Stenvold, Daniel J 2,770.50 AW US Treasury 2,884.08 10500-27 Salaries 37,266.32 AW US Treasury 11,598.42 AW BC/BS of North Dakota 15,459.74 AW Colonial Life 259.90 AW Debt Service MMIS Fd361 13,944.72 AW Debt Service MMIS Fd361 2,927.42 AW First United Bank 22.85 AW FUB-7-4 Vendor Fee-NSF MN 60.00 AW FUB-Util Bill-NSF Payment JH 360.28 AW FUB-Util Bill-NSF Payment KGM 500.00 AW NDPERS 4.04 AW NDPERS 600.00 AW NDPERS 600.00 AW NMPA 143,728.54 AW PR Airport Authority 486 80 AW PR Airport Authority 2 745 44 AW PR Airport Authority 82.45 AW PR Park District 1,298.11 AW PR Park District 1,706.64 AW PR Park District 49.28 AW PR Public Library 486.80 AW PR Public Library 2,745.43 AW PR Public Library 82.45 AW Special Funds 83.58 Special Fund: 4592 PR Park District 30,768.32 Debt Service & Bond Fund: 6448 Border

39661 Loren's Appliance & AC Repair

Waterworks #2516 7,992.21 6450 US Bank 575.00 6451 Zions Bank

States Electric Supply 36,444.90 6449

CC/CA Thompson presented the financials, noting that the recent storm had damaged transformers that would need to be replaced. Motion by Erickson, seconded by Gillespie, to approve the financials. Upon roll call vote, all voted ave. M/C.

CC/CA Thompson provided an update on the ARM (Auto Read Meters) project. Ferguson will return for three final days on August 21-23 to complete installations. Final notices were sent to residents who hadn't yet scheduled installations. There are 44 installations not scheduled and 62 that require callbacks for issues like curb stop shutoffs or incorrect meters.

CITY ATTORNEY: CA Slaamod reported on a meeting with Jarda Solc, engineer with AE2S, and the North Dakota Department of Environmental Quality regarding a variance request for the Johnson Potato Warehouse project. The project involves sleeving a raw sewage line, requiring state approval before proceeding. They are waiting for DEQ approval before developing project plans. The project is expected to be below the \$250,000 bidding threshold.

CA Slaamod advised against moving forward with the proposed covenants for Green Acres Addition. He consulted with a planning and zoning commission colleague and found that the current proposal could put the city in a position of making arbitrary and capricious rulings. Many of the proposed covenant issues are already addressed in existing ordinances. He recommended referring the matter to Planning and Zoning to revamp the commercial zoning code to allow for personal hobby sheds/luxury storage units and address residential properties in commercial areas. The Council agreed to assign the matter to the Contracts and Policies Committee.

CA Slaamod recommended against creating a new ordinance for e-bikes and scooters, stating that sufficient provisions exist in the North Dakota Century Code. He outlined that motorized scooters are permitted on roadways with speed limits under 30 mph, not on sidewalks, riders under 18 must wear helmets, and those 14-18 need a permit or driver's license. The Council agreed to publicize these existing rules rather than create a new ordinance.

PWD Johnson PUBLIC WORKS: reported that chip sealing was completed except for Harris, Wadge, Elm, and Third Street, which will be done next year. The state completed improvements on Highway 17. He mentioned a nearly dead tree by Citizens State Bank that needs attention and requested guidance. The Council asked for a cost estimate and recommendations for the next meeting while suggesting trimming the other trees

PWD Johnson inquired about installing no-parking signs on one side of 12th Street near the daycare due to concerns about large farm equipment having difficulty passing when vehicles are parked on both sides. The Council also discussed adding a "Children at Play" sign. Motion by Skjerven, seconded by Erickson, to approve no-parking signs on the east side of 12th Street and a "Children at Play" sign. Upon roll call vote, all voted aye. M/C.

UNFINISHED/OLD BUSINESS: No items

COMMITTEES: The Mayor appointed Erickson to fill all the committees previously held by himself, with the most senior member of each committee becoming chair. The Mayor will temporarily remain on the JDA due to the time commitment required. The Council appointed Gillespie as the

new Council President. Motion by Erickson, seconded by Skjerven, to appoint Gillespie as Council President. Upon roll call vote, all voted ave. M/C. Sales Tax: A/DA Berg reported sales tax collection for the month was \$52,506.49. Year-to-date collections are up 4.99% or \$7,286.09. Fund balances were reported as: Economic Development \$383,189.14, Capital Improvements \$551,171.67 Interest \$276.06, for a total of \$934,606.87. This does not include \$200,000 in Economic Development CDs and \$200,000 in Capital Improvement CDs. Motion by Skjerven, seconded by Kubat, to approve the sales tax report. Upon roll call vote, all voted aye. M/C

Bike Path: The Bike Path Committee requested approval to add another member following Mary Jo Olsen's resignation. The Council discussed the need for formal bylaws for the committee to establish membership numbers, terms, and procedures. The matter was referred to the policies and contracts committee to develop bylaws. The Council approved the installation of the bike path sign discussed earlier. Motion by Kubat, seconded by Gillespie, to approve Corri Bell working with the DOT on behalf of the city and to approve the bike path sign placement contingent on DOT approval. Upon roll call vote, all voted ave. M/C

PR Community Club: Allison Olimb reported on the successful hosting of the Cycling Across North Dakota tour. About 100 cyclists and support crew visited Park River, with the average age being 62 and some in their 80s. The community welcomed them with meals, camping at the Village Green Park, and the Briggs Block Party featuring live music, farmers market, and downtown shopping. The event showcased the community's hospitality despite a 90-degree day and a storm. Visitors came from North Dakota and states including Maryland, Seattle, Arizona, Florida, and Kansas, with many positive comments received.

PR Dev Corp: Olimb noted that Economic Development meets Wednesday, so there was no update since the last meeting.

PR Park District: Ashley Seim, the Park District President, reported hosting two successful baseball tournaments that brought many visitors to town. A significant incident occurred when a boy went into cardiac arrest during an event. Quick response with an AED and CPR saved his life. The Park District is now working with the ambulance service to ensure better emergency access and other teams are looking into getting AEDs for their facilities.

Regarding the swimming pool, the Park District is working with a company to assess renovation possibilities. If renovation isn't feasible, the focus will shift to the community center project first, with a pool potentially added later as Phase II.

PR Public Library: The library is working on a Saturday story time program and wrapping up the summer reading program. Residents can still sign up for the reading program and earn prizes donated by the community.

Ward and Mayors Comments: The Mayor commented on the successful bike event, noting it was a proud moment that showcased what Park River has to offer.

NEW BUSINESS: The American Legion

requested permission to transfer their

alcohol beverage license to the Legion Coliseum for September 6, 13, 20, and 27 for various events including weddings and Harvest Fest. Motion by Skjerven, seconded by Erickson, to approve the transfer of the Legion's liquor license to the coliseum for the requested dates. Upon roll call vote, all voted aye. M/C. The Council addressed the Fire

Department's request for authorization to sound the tornado siren during warnings. Motion by Erickson, seconded by Skjerven, to approve a resolution allowing the Fire Department to make the call and sound the tornado siren during tornado warnings at their discretion. Upon roll call vote, all voted aye. M/C.

Meetings: The Contracts and Policies Committee meeting will be scheduled via email to occur before the next council

Schedule Any Needed Committee

Motion by Kubat to adjourn at 7:09 pm.

ATTEST:

Ann Berg, Assessor/Deputy Auditor Kyle Halvorson, Mayor

(8/27/2025)

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NOTICE TO CREDITORS OLSON

IN THE DISTRICT COURT OF WALSH COUNTY, NORTH DAKOTA

In the Matter of the Estate of Bonita J. Olson, Deceased Case No 50-2025-PR-00045

NOTICE TO CREDITORS

NOTICE IS HEREBY GIVEN that the undersigned has been appointed personal representative of the above estate. All persons having claims against the said deceased are required to present the date of the first publication of this notice or said claims will be forever

to Janet S. Johansen and/or Mark E. Olson, co-Personal Representatives of the estate, at c/o LS Law Group, PO Box 127, Park River, ND 58270 or filed with the Court.

8-4-25 Date

Janet S. Johansen, co-personal representative

8-4-25 Date Mark

representative (8/13/2025, 8/20/2025, 8/27/2025)

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First Care Health Center's 30th Annual Carvest Food - Fun - Supporting a great cause Saturday, September 20th American Legion Coliseum - Park River An Evening of Elegance - Black & White Doors open at 5PM with games, raffles, silent auction. Themed meal is served from 6-7PM. Live auction to follow. Tickets: \$40 each - in advance until Sept. 13th. \$50 each - from Sept. 14th through the event date. A ticket includes: Admission and meal for one & a chance . to win cash prizes from Citizens State Bank of Lankin. Tickets are available for purchase at FCHC, Jim's SuperValu,

and online at https://HarvestFest2025.givesmart.com

For questions regarding this event, auction donations,

or table reservations, contact Michael Helt at 701.284.4589

or michael.helt@1stcarehc.com

JOB OPENING CITY OF PARK RIVER Assistant Deputy Auditor/ Billing Clerk

The City of Park River is seeking a motivated, self-starting individual for a full-time position of Assistance Deputy City Auditor/ Billing Clerk. Responsibilities include, but are not limited to, receiving payments, issuing receipts, posting receipts to accounting system, recording accounts payable, preparing disbursements, preparing payroll and associated reports, performing the utility billing function, reconciling bank accounts and general ledger data entry

Preference will be given to applicants with proficient computer, bookkeeping/accounting, and customer service skills. Competitive benefit package including health insurance and retirement. Starting wage is DOE.

Application materials to include: cover letter, resume, and three work related references. Send application with cover letter and resume to the City Auditor /Coordinator, City of Park River, PO Box C, Park River, ND 58270, may email to prcitycoor@polarcomm.com or drop off at 514 Briggs Ave S Park River, ND 58270. Position closes when filled. EOE

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