

HARWOOD CITY COUNCIL MINUTES

City of Harwood, North Dakota

Regular Meeting

March 2nd, 2026

Call to Order/Roll Call: At 6:30 pm, Mayor Blake Hankey called the meeting to order. Roll call included Jamie Nettum, Chris Higgins, Chris Fix, Dick Sundberg, and Chayla Hansen, City Auditor. Others in attendance included City Engineer Andrew Aakre, City Attorney Sarah Wear, and Public Works Supervisor Jeremy Snyder. Public attendees from the sign-in sheet: Marge Lonski, Darlene Meyer, Joanne Spiesz, Josh Diede, Preston Steele, Mike Swartz, Mike Blevin, JoRelle Grover, Cairn Reisch, Amanda Wolf, Brock Hansen, Mary Hoffman, Richard Hoffman, and Tom Linnertz.

Approved Agenda: Mayor Hankey: Motion to approve the agenda by Higgins, seconded by Sundberg. All in favor voted aye, motion carried.

Approve February Bills, February Meeting Minutes, and Financial Report, Consent Agenda. A few items in the February Meeting Minutes need to be changed. Answer question section #9: We would not know this information. #13 This information was relevant to the Ellendale facility. Motion to approve the consent agenda by Fix, seconded by Higgins. All voted aye, and the motion carried.

Fund	2026 Begin Balance	Receipts	Disbursements	Rec/Disb	Journal Entries	JE Payroll	Balances	
100 GENERAL FUND	\$231,069.30	\$121,043.24	\$131,679.65	\$0.00	\$0.00	\$6,972.80	\$227,405.69	In Bal
201 HIGHWAY DISTRIBUTION	\$347,899.69	\$12,229.02	\$10,263.52	\$0.00	\$0.00	\$0.00	\$349,865.19	In Bal
203 CITY SHARE SPECIAL ASSESSMENTS	(\$21,782.15)	\$6,558.90	\$0.00	\$0.00	\$0.00	\$0.00	(\$15,223.25)	In Bal
205 Community Center	(\$72,868.51)	\$23,801.00	\$14,639.25	\$0.00	\$0.00	(\$880.95)	(\$64,587.71)	In Bal
206 EMERGENCY FUND	\$403.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$403.06	In Bal
207 ARPA FUNDS	\$131,072.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$131,072.19	In Bal
208 Municipal Infrastructure Funds	\$271,520.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$271,520.51	In Bal
210 Harwood Trust Fund	\$126,326.42	\$0.00	\$42,920.85	\$0.00	\$0.00	\$0.00	\$83,405.57	In Bal
220 CITY SALES TAX FUND	\$1,070,041.95	\$295,957.34	\$5,047.22	\$0.00	\$0.00	\$0.00	\$1,360,952.07	In Bal
318 WATER DISTRIBUTION #98-1	(\$7,317.01)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$7,317.01)	In Bal
322 STREET IMPROVEMENT 2006-1	(\$20,749.72)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$20,749.72)	In Bal
324 URBAN RENEWAL (TIF) 2007-1	\$55,116.48	\$25,531.78	\$0.00	\$0.00	\$0.00	\$0.00	\$80,648.26	In Bal
325 STREET IMPROVEMENT 2011-1	\$70,411.96	\$23,653.02	\$0.00	\$0.00	\$0.00	\$0.00	\$94,064.98	In Bal
326 WATER IMPROVEMENT 2015-1	\$51,890.32	\$13,429.52	\$13,387.50	\$0.00	\$0.00	\$0.00	\$51,932.34	In Bal
327 STREET IMPROVEMENT 2016-1	\$9,937.32	\$49,596.40	\$884.94	\$0.00	\$0.00	\$0.00	\$58,648.78	In Bal
328 BENDER LANE SEWER PROJ 2020-1	(\$13,439.24)	\$28,006.33	\$0.00	\$0.00	\$0.00	\$0.00	\$14,567.09	In Bal
329 Freedland Drive 2022-1	(\$99,318.15)	\$29,940.57	\$0.00	\$0.00	\$0.00	\$0.00	(\$69,377.58)	In Bal
428 BENDER LANE SEWER CONSTRUCTION	\$52,108.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,108.78	In Bal
429 Street Imp. Dist. 2022-1 Const	\$5,682.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,682.47	In Bal
430 Street Imp. Dist. 2023-1 Const	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
501 WATER FUND	\$201,226.42	\$30,633.25	\$7,390.57	\$0.00	\$0.00	(\$20,628.90)	\$203,840.20	In Bal
502 SEWER FUND	\$221,854.81	\$28,483.88	\$25,063.05	\$0.00	\$0.00	(\$11,052.29)	\$214,223.35	In Bal
503 WASTE FUND	\$7,315.92	\$20,214.08	\$6,297.50	\$0.00	\$0.00	\$0.00	\$21,232.50	In Bal
510 SURCHARGE FUND	\$131,538.65	\$2,762.78	\$27,100.00	\$0.00	\$0.00	\$0.00	\$107,201.43	In Bal
	\$2,749,941.47	\$711,841.11	\$284,674.05	\$0.00	\$0.00	(\$25,589.34)	\$3,151,519.19	Bal

The board, on motion, approved the following February bills:

23448	Harwood Park Board	\$26,586.75
23451	Marsh & McLennan Ins Agency	\$7,065.00
23450	Macs	\$5.30
23452	Trista Ames	\$900.00
23449	Josh Diede	\$25.00
23456	Menards	\$8.49
23458	Sign Solutions	\$81.96
23457	NDLC	\$90.00
23455	Deans Bulk	\$895.18
23453	Cass Co Finance	\$5,040.00
23454	Clifford Farmers Elevator	\$700.00
23461	Matts Refi-Rolloff	\$6,297.50
23460	Hawkins	\$390.00
23459	Butler Machinery	\$6.94
23463	Menards	\$38.94
23462	City of Fargo	\$14.00
23464	Petro Serve USA	\$229.60
23471	Menards	\$21.60
23469	Josh Diede	\$234.75
23470	Todd Lang	\$56.75
23466	Amanda Swartz	\$112.50
23467	Barb Thiel	\$225.00
23468	Doug Wilson	\$150.00
23472	Clifford Grain	\$1,050.00
23474	Josh Diede	\$1,486.00
23473	Fargo Glass & Paint	\$819.63
23476	Menards	\$276.80
23475	Hubert Oye & Sons	\$1,592.50
23465	ND Child Support	\$184.62
23466	Amanda Swartz	\$112.50
23467	Barb Thiel	\$225.00
23468	Doug Wilson	\$150.00
23469	Josh Diede	\$234.75
23470	Todd Lang	\$56.75
23471	Menards-Fargo	\$21.60
23472	Clifford Grain	\$1,050.00
23473	Fargo Glass & Paint	\$819.63
23474	Josh Diede	\$1,486.00
23475	Hubert Oye & Sons	\$1,592.50
23476	Menards-Fargo	\$276.80
23477	Dept of Environment	\$20.39
23478	ND Child Support	\$184.62
23479	Hawkins	\$10.00
23480	US Bank	\$315.97
23481	Dakota Heritage Bank of ND	\$6,693.75
23482	Banyon	\$390.00
23483	Business Essentials	\$99.98
23484	UPS	\$174.46
60000	AFLAC	\$625.44
60001	Amazon	\$545.30
60002	Bank North	\$7,603.69
60003	Cass County Electric	\$4,459.00
60004	City of Fargo	\$11,813.75
60005	Column	\$522.24
60006	Eide Bailly	\$430.00
60007	First Internation	\$65.00
60008	Inform	\$14.99
60009	IRS	\$4,034.16
60010	Microsoft	\$146.88
60011	Midcontinent Comm	\$513.40
60012	ND One Call	\$27.41
60013	ND State Treasurer	\$37.85
60014	NDLC	\$300.00
60015	NDPERS	\$8,499.86
60016	O'Reilly's	\$18.30
60017	Overhead Door	\$812.67
60018	Tractor Supply	\$118.64
60019	USPS	\$7.55

60020 Vivint
60021 Zoom

\$344.20
\$17.62

Law Enforcement Report: Corporal Beckius said the report was not ready to provide.

New Business:

- a) **Dirt Update:** Alex Stremick from Ground Control has offered to deliver dirt to residents for a fee. The city will have a signed release to release any liability to the city.
- b) **Lee Allen-Still, There:** Will put on the April meeting agenda.
- c) **Special Event Permit:** American Legion requesting a permit. Motion to approve the special event permit by Sundberg, seconded by Fix. All in favor voted aye, motion carried.
- d) **City Website:** The City Auditor reviewed the options. Motion made to approve Municipal Impact with the cost of the setup of \$1,638 and an annual fee of \$1,361, with an additional \$200 if needed to add credit card payments to the site by Fix, seconded by Nettum. All in favor voted aye, motion carried.
- e) **Hoffman Building Permit:** The City Engineer explained the issues with the Holland Court area and FEMA. The Hoffmans were in attendance, and a discussion was held on why that area requires non-conversion agreements to be signed to obtain a building permit. The Hoffmans will discuss this. The permit was not voted on.
- f) **Midwest Inspections Update:** Mike Blevins, Midwest Inspections, gave a status update on the project and said how great Applied Digital and the subcontractors have been to work with.
- g) **Sweep Proposal:** Pro Sweep proposal reviewed and approved.
- h) **Liquor License Fee Increase:** City Auditor explained that she would like to increase the fees for both the Liquor License and the Cabaret license to fall in line with other cities. Next month, the Cabaret license will be discussed, but for the Liquor license: **On & Off Sale \$1,000: On sale only \$750: Off sale only \$750.** Motion made by Sundberg to approve the above increases, seconded by Fix. All in favor voted aye, motion carried.
- i) **Utility Bill Policy:** The City auditor explained the changes to the policy she would like to see. The current policy allows for an overly long delinquency period. Motion made to approve the new policy by Nettum, seconded by Fix. All in favor voted aye, motion carried.

Public Comment: Preston Steele regarding flood potential; Alex Stremick has Harwood FD raffle tickets; Eric Sinner regarding streetlight; Jim Rupe would like to build a bar in Harwood and is wondering if he would be able to obtain a liquor license. The city has no limit on liquor licenses and would be open to applications.

Old Business: None

Engineer Report:



ENGINEER'S AGENDA
City of Harwood Council Meeting
March 2nd, 2026

1. **North Water Main Loop**
 - a. Schedule-no change, looking at a late spring bid with summer construction.
 - b. Primarily in the easement acquisition and permit phase now.
 - c. Plans are 90% complete, will need to go through with Jeremy this month.
 - d. Utility permit application for Cass County.
2. **Capital Improvement Plan (CIP)**
 - I. Will be meeting with Jeremy later this month to develop the list
 - II. Then we'll put high-level estimates together for the items
 - III. Planning for council discussions this summer, ahead of the budgeting process.

Public Works Report: Plow truck needs repairs. Motion to approve repairs of \$2,800 by Nettum, seconded by Higgins. All in favor voted aye, motion carried.

Auditor Report: Will be available soon to pay invoices by credit card. The auditor discussed moving City Hall to the Community Center. Will review in 60 days after evaluations on the expenses of this move.

Portfolio Reports: **Sundberg:** None **Higgins:** None **Nettum:** None. **Fix:** School Zone signs and speed signs.

Hankey: The flags are behind the council and are considering moving to the other side of the room so their backs are to the audience during the pledge. The discussion was to leave them as they are.

Announcements: Next Council meeting, Monday, April 6th, at 6:30 pm at the City Hall.

Adjourn: Motion to adjourn by Higgins, seconded by Fix. All in favor voted aye, motion carried. Meeting adjourned at 8:00 pm.

Blake Hankey, Mayor

Attest: _____
Chayla Hansen, Auditor

Date of Approval _____

DRAFT