

HARWOOD CITY COUNCIL MINUTES
City of Harwood, North Dakota
Regular Meeting
May 5th, 2025

Call to Order/Roll Call: At 6:30pm, Mayor Blake Hankey called the meeting to order. Roll call included Dick Sundberg, Jamie Nettum, Chris Higgins and Chris Fix. Others in attendance included City Engineer Andrew Aakre, City Attorney Sarah Wear, City Auditor Chayla Hansen and Public Works Supervisor Jeremy Snyder. Public attendance by sign-in sheet: Dennis & Marge Lonski, Mike Peterson, Darlene Meyer, Brock Hansen, Arne Ruud, Mark Goldthorpe, JoAnn Spiez, Chad & Savanna Levy.

Approve Agenda: Motion by Fix, seconded by Nettum. All in favor voted aye, motion carried. **Approve April Meeting Minutes, April Special Meeting Minutes, April Bills, and Financial Report Consent Agenda:** Motion to approve the consent agenda Nettum, seconded by Fix. All in favor voted aye, motion carried.

The Board on motion approved the financial report:

Fund	2025 Begin Balance	Receipts	Disbursements	Transf	Journal Entries	Payroll Jes	Balance	Balance
<u>11300 - Checking</u>								
100 - GENERAL FUND	\$620,278.17	\$965,254.04	(\$881,177.01)	0	\$0.00	(\$26,348.26)	678006.94	In Balance
201 - HIGHWAY DISTRIBUTION	(\$92,065.88)	\$14,746.18	(\$18,629.65)	0	\$0.00		-95949.35	In Balance
203 - CITY SHARE SPECIAL ASSESSMENTS	\$5,500.51	\$9.49		0	\$0.00		5510	In Balance
205 - Community Center	(\$39,848.36)	\$86,779.56	(\$102,886.23)	0	\$0.00	(\$1634.66)	-57589.69	In Balance
206 - EMERGENCY FUND	\$403.06			0	\$0.00		403.06	In Balance
207 - ARPA FUNDS	\$13,072.19			0	\$0.00		131072.19	In Balance
208 - Municipal Infrastructure Funds	\$125,400.06	\$146,120.45		0	\$0.00		271520.51	In Balance
210 - Harwood Trust Fund	\$126,326.42			0	\$0.00		126326.42	In Balance
220 - CITY SALES TAX FUND	\$788,685.16	\$70,490.46		0	\$0.00		859175.62	In Balance
318 - WATER DISTRIBUTION #98-1	\$46.12		(\$7,363.13)	0	\$0.00		-7317.01	In Balance
322 - STREET IMPROVEMENT 2006-1	(\$20,749.72)			0	\$0.00		-20749.72	In Balance
324 - URBAN RENEWAL (TIF) 2007-1	\$40,730.23	\$23,185.39		0	\$0.00		63915.62	In Balance
325 - STREET IMPROVEMENT 2011-1	\$74,601.26	\$41,615.34	(\$46,470.00)	0	\$0.00		69746.6	In Balance
326 - WATER IMPROVEMENT 2015-1	\$40,477.49	\$92,274.06	(\$7,363.13)	0	\$0.00		125388.42	In Balance
327 - STREET IMPROVEMENT 2016-1	\$9,989.74	\$9,879.48	(\$1032.45)	0	\$0.00		18836.77	In Balance
328 - BENDER LANE SEWER PROJ 2020-1	(\$5,240.00)	\$43,450.93	(\$49,705.00)	0	\$0.00		-11494.07	In Balance
329 - Freedland Drive 2022-1	(\$79,680.87)	\$110,997.57		0	\$0.00		31316.7	In Balance
428 - BENDER LANE SEWER CONSTRUCTION	\$52,108.78			0	\$0.00		52108.78	In Balance
429 - Street Imp. Dist. 2022-1Const	\$5,682.47			0	\$0.00		5682.47	In Balance
430 - Street Imp. Dist. 2023-1Const	\$0.00			0	\$0.00		0	In Balance
501 - WATER FUND	\$163,418.61	\$42,884.45	(\$27,248.16)	0	\$0.00	(\$17,948.97)	161105.93	In Balance
502 - SEWER FUND	\$228,631.63	\$56,041.69	(\$46,878.50)	0	\$0.00	(\$13,797.06)	223997.76	In Balance
503 - WASTE FUND	(\$18,209.76)	\$44,462.82	(\$24,041.36)	0	\$0.00		2211.7	In Balance
510 - SURCHARGE FUND	\$138,019.89	\$5,722.44	(\$21,000.00)	0	\$0.00		122742.33	In Balance
	\$2,295,577.20	\$1,753,914.35	(\$1,233,794.62)	\$0.00	\$0.00	(\$59,728.95)		

Board on motion approved the following bills:

Check #	Date	Name	Amount			
				000711	4/30/25	INTERNAL REVENUE SERVICE
		TRANSFERS	\$21,000.00	000711	4/30/25	INTERNAL REVENUE SERVICE
000705	4/30/25	AFLAC PAYROLL BILLING	\$191.88	000712	4/30/25	MICROSOFT
000706	4/30/25	AMAZON	\$20.36	000713	4/30/25	MIDCONTINENT COMMUNICATIONS
000706	4/30/25	AMAZON	\$47.56	000713	4/30/25	MIDCONTINENT COMMUNICATIONS
000706	4/30/25	AMAZON	\$22.55	000713	4/30/25	MIDCONTINENT COMMUNICATIONS
000707	4/30/25	CASS COUNTY ELECTRIC	\$74.00	000714	4/30/25	ND ONE-CALL INC
000707	4/30/25	CASS COUNTY ELECTRIC	\$60.00	000715	4/30/25	ND STATE TAX COMMISSIONER
000707	4/30/25	CASS COUNTY ELECTRIC	\$29.00	000716	4/30/25	NDPERS
000707	4/30/25	CASS COUNTY ELECTRIC	\$29.00	000716	4/30/25	NDPERS
000707	4/30/25	CASS COUNTY ELECTRIC	\$185.00	000716	4/30/25	NDPERS
000707	4/30/25	CASS COUNTY ELECTRIC	\$1,974.00	000716	4/30/25	NDPERS
000707	4/30/25	CASS COUNTY ELECTRIC	\$0.00	000717	4/30/25	OFFICE DEPOT
000707	4/30/25	CASS COUNTY ELECTRIC	\$55.00	000718	4/30/25	OHNSTAD-TWICHELL PC
000707	4/30/25	CASS COUNTY ELECTRIC	\$0.00	000718	4/30/25	OHNSTAD-TWICHELL PC
000707	4/30/25	CASS COUNTY ELECTRIC	\$0.00	000719	4/30/25	PLAZA AZTECA

000707	4/30/25	CASS COUNTY ELECTRIC	\$37.00	000720	4/30/25	PSN PAYMENT
000707	4/30/25	CASS COUNTY ELECTRIC	\$29.00	000721	4/30/25	UNITED STATES POSTAL SERVICE
000707	4/30/25	CASS COUNTY ELECTRIC	\$168.00	000722	4/30/25	VIVINT
000707	4/30/25	CASS COUNTY ELECTRIC	\$29.00	000722	4/30/25	VIVINT
000707	4/30/25	CASS COUNTY ELECTRIC	\$43.00	000722	4/30/25	VIVINT
000707	4/30/25	CASS COUNTY ELECTRIC	\$352.00	000722	4/30/25	VIVINT
000707	4/30/25	CASS COUNTY ELECTRIC	\$372.00	000723	4/30/25	WASTE MANAGEMENT
000707	4/30/25	CASS COUNTY ELECTRIC	\$168.00	000723	4/30/25	WASTE MANAGEMENT
000708	4/30/25	CITY OF FARGO	\$11,813.75	000723	4/30/25	WASTE MANAGEMENT
000709	4/30/25	EIDE BAILLY LLP	\$155.00	000724	4/30/25	ZOOM
000709	4/30/25	EIDE BAILLY LLP	\$430.00	023101	3/28/25	MENARDS-FARGO
000710	4/30/25	GODADDY.COM	\$326.51	023102	3/28/25	SIGN SOLUTIONS
000711	4/30/25	INTERNAL REVENUE SERVICE	\$778.62	023103	4/2/25	AUTO VALUE FARGO
000711	4/30/25	INTERNAL REVENUE SERVICE	\$207.06	023104	4/2/25	HAWKINS INC
000711	4/30/25	INTERNAL REVENUE SERVICE	\$810.50	023104	4/2/25	HAWKINS INC
000711	4/30/25	INTERNAL REVENUE SERVICE	\$212.10	023105	4/2/25	MACS INC
				023106	4/2/25	MENARDS-MOORHEAD
				023108	4/8/25	CITY OF FARGO
				023109	4/8/25	GROUND CONTROL
023125	4/24/25	RDO EQUIPMENT CO		023110	4/8/25	JOSH DIEDE
023126	4/25/25	UNITED STATES POSTAL SERVICE		023110	4/8/25	JOSH DIEDE
023127	4/28/25	CITY OF FARGO		023111	4/8/25	ND CHILD SUPPORT DIVISION
023128	4/28/25	MENARDS-FARGO		023112	4/8/25	PETRO SERVE USA
				023113	4/16/25	ASPLIN EXCAVATING INC.
				023114	4/16/25	ND DEPT. ENIRONMENTAL QUALITY
				023115	4/17/25	BANK NORTH
				023116	4/17/25	CORE & MAIN
				023117	4/17/25	MENARDS-MOORHEAD
				023118	4/21/25	BUTLER MACHINERY CO.
				023119	4/21/25	HAWKINS INC
				023120	4/21/25	US BANK
				023121	4/26/25	ND CHILD SUPPORT DIVISION
				023122	4/23/25	BANK NORTH
				023123	4/23/25	MENARDS-FARGO
				023124	4/24/25	ASPLIN EXCAVATING INC.
				023125	4/24/25	RDO EQUIPMENT CO
				023126	4/25/25	UNITED STATES POSTAL SERVICE
				023127	4/28/25	CITY OF FARGO
				023128	4/28/25	MENARDS-FARGO

\$802,6663.46

Law Enforcement Report: Corporal Beckius did not attend the meeting and reported the following: 150 calls for April in Harwood and surrounding area.

New Business:

- a. Sheriff Jahner & Deputy Joe Crawford gave a presentation on the Flock Safety System and the possibility of it coming to Harwood. Explained how Fargo, West Fargo and other communities are using it. It has multiple uses to help with the safety of the communities. Decision and discussion at the June meeting.
- b. Lake Shure Annexation-Sundberg did a report on his findings of the expenses to the city and the revenue. First Reading of Annexation Ordinance was done and a motion to approve the annexation ordinance by Higgins, seconded by Fix. All in favor voted aye, motion carried. Second reading at June meeting.
- c. Chicken Ordinance Second Reading. Motion to approve the second reading of the ordinance by Fix, seconded by Nettum. All in favor voted aye, motion carried.
- d. Interstate Blvd Resident Concerns-discussion on ways to slow down people and have them stop at stop signs. Corporal Beckius has been heightening his presence in that area. Going to investigate getting a speed sign. More discussion at the June meeting.
- e. Knutson Building Permit-Motion to approve the building permit by Nettum, seconded by Higgins. All in favor voted aye, motion carried.
- f. Special Event Permit from Harwood Grill & Saloon- Motion to continue contract by Nettum, seconded by Sundberg. All in favor voted aye, motion carried.
- g. Adoption Planning Ordinance from Cass County-Sundberg and the council discussed what this entails, and the city attorney will investigate this further.
- h. The yearly Newspaper Designation- Fargo Forum is the only option in our area. Motion to continue the Fargo Forum as the City designation by Fix, seconded by Nettum. All in favor voted aye, motion carried.

Old Business: 311 Lind Blvd Update-Auditor explained that building inspector Todd Halle said the property is not a dangerous structure and public health said needs work but not dangerous. The homeowner is planning to remodel the property and move back in. Per ordinance, the city has no other choice except to wait and if it becomes a dangerous structure can have buildings inspected again. Brock Hansen asked why the city continues to bring this up and feels it is harassment to the homeowners.

Engineer Report: Aakre gave report



ENGINEER'S AGENDA

City of Harwood Council Meeting Monday, May 5th, 2025

1. North Water Main Loop

a. No update.

2. FEMA

a. Proposed floodplain ordinance updates are attached. In summary, the following changes are being proposed:

- i. Section 5-0407 (p.7) updating the name and date of the effective Flood Insurance Study.
- ii. Section 5-0418 A.3 (p.14) eliminating the 5-foot basement depth requirement.
- iii. Section 5-0418 A.5 (p.14) reducing residential elevation requirements to 1-foot above base flood elevation.
- iv. Section 5-0418 C.2 and 3 (p.15) reducing manufactured home residential elevation requirements to 1-foot above base flood elevation.
- v. Section 5-0419 1.i (p.16) reducing residential improvement elevation requirements to 1-foot above base flood elevation.
- vi. Section 5-0419 1.iii (p.16) eliminating the 5-foot basement depth requirement.

b. Basement Exception

- i. Met with FEMA on 4/22 to discuss ongoing efforts with the basement exception process. We're working with KLJ and Braun on the structural and geotechnical data and are planning on meeting with them late afternoon (5/5/2025).
- ii. The geotechnical and structural data is being compiled by KLJ and Braun. They have done this for Fargo and are doing the same for a few communities (Casselton, Mapleton, West Fargo, Reille's Acres). This is taking some time. We are working with them to streamline as much as possible.
- iii. Other items related to the submittal are ongoing (report and supporting documentation).

3. Cass County Sales Tax

a. Dick and I met with the Committee on April 21. The Committee tabled the request from the City to gather more information from the Diversion Authority regarding the status of flood protection for Harwood.

Public Works Report: Has 3 estimates on replacing the John Deere. The budgeted money for the batwing mower was used and this would use that money. Reviewed each estimate and the reasons for the need for replacement. Motion to purchase the John Deere from RDO for \$51,244.96 by Sundberg, seconded by Nettum. All in favor voted aye, motion carried. **Auditor Report:** 1. Getting close to moving everything over to Bank North. 2. We received an additional payment from NDIRF for the repairs of the Community Center of \$42,180.00. 3. Flagpole here next week. 4. Clean up week starts the 19th-will it be okay to throw broken or not used items and council said yes.

Correspondence/Open Forum: Chad Lewis is wanting to see how council feels about him building a liquor store in Harwood. The council discussed it and felt it could be a good thing. More to come on that. Darlene Meyer asked if Bone Builder can start again auditor will contact Josh.

Portfolio Reports: Sundberg: None Higgins: None Nettum: None Fix: None Hankey: None **Announcements:**

Next Regular Meeting is June 2nd, 2025, 6:30pm **Adjourn:** Motion to adjourn by Sundberg, seconded by Nettum. All in favor voted aye, motion carried. The meeting was adjourned at 9:00 pm.

Blake Hankey, Mayor

Attest: _____
Chayla Hansen, Auditor

Date of Approval _____