

HARWOOD CITY COUNCIL MINUTES

City of Harwood, North Dakota

Regular Meeting

November 3rd, 2025

Call to Order/Roll Call: At 6:30 pm, Mayor Blake Hankey called the meeting to order. Roll call included Jamie Nettum, Chris Fix, Dick Sundberg, and Chris Higgins. Chayla Hansen, City Auditor. Others in attendance are City Attorney Sarah Wear via phone and Public Works Supervisor Jeremy Snyder. Public attendees from the sign-in sheet and observation were Joann Spiesz, Darlene Meyer, Josh Diede, Brock Hansen, Michael Swartz, Janelle Combs, Mark Kerkvliet, Char-Marie Flood, Marge Lonski, Mike Peterson, Duncan McAlister, Kara Lamanbose, Don Anderson, Jorelle Grover, Emilia Sturluson, Marcy Douglas, and Matt Marshall.

Approve Agenda: Motion to approve the agenda by Higgins, seconded by Fix. All in favor voted aye, motion carried. **October Meeting Minutes, October Bills, and Financial Report**

Consent Agenda: Motion to approve the meeting minutes, bills paid, and financial report consent agenda by Fix, seconded by Higgins. All in favor voted aye, motion carried.

Fund	2025 Begin	Receipts	Disbursements	Transfers	Journal Entries	Payroll JEs	Balance	
100 - GENERAL FUND	\$620,278.17	\$1,475,342.17	(\$1,649,085.57)	0	\$0.00	(\$30,560.51)	\$ 415,974.26	In Balance
201 - HIGHWAY DISTRIBUTION	(\$92,065.88)	\$519,783.47	(\$277,770.14)	0	\$0.00		\$ 149,947.45	In Balance
203 - CITY SHARE SPECIAL ASSESSMEN	\$5,500.51	\$9.49		0	\$0.00		\$ 5,510.00	In Balance
205 - Community Center	(\$39,848.36)	\$87,335.06	(\$105,080.69)	0	\$0.00	(\$1,759.41)	\$ (59,353.40)	In Balance
206 - EMERGENCY FUND	\$403.06			0	\$0.00		\$ 403.06	In Balance
207 - ARPA FUNDS	\$131,072.19			0	\$0.00		\$ 131,072.19	In Balance
208 - Municipal Infrastructure Funds	\$125,400.06	\$146,120.45		0	\$0.00		\$ 271,520.51	In Balance
210 - Harw ood Trust Fund	\$126,326.42			0	\$0.00		\$ 126,326.42	In Balance
220 - CITY SALES TAX FUND	\$788,685.16	\$105,558.25		0	\$0.00		\$ 894,243.41	In Balance
318 - WATER DISTRIBUTION #98-1	\$46.12		(\$7,363.13)	0	\$0.00		\$ (7,317.01)	In Balance
322 - STREET IMPROVEMENT 2006-1	(\$20,749.72)			0	\$0.00		\$ (20,749.72)	In Balance
324 - URBAN RENEWAL (TIF) 2007-1	\$40,730.23	\$23,185.39	(\$4,399.57)	0	\$0.00		\$ 59,516.05	In Balance
325 - STREET IMPROVEMENT 2011-1	\$74,601.26	\$41,671.37	(\$46,470.00)	0	\$0.00		\$ 69,802.63	In Balance
326 - WATER IMPROVEMENT 2015-1	\$40,477.49	\$92,274.06	(\$7,363.13)	0	\$0.00		\$ 125,388.42	In Balance
327 - STREET IMPROVEMENT 2016-1	\$9,989.74	\$9,879.48	(\$1,032.45)	0	\$0.00		\$ 18,836.77	In Balance
328 - BENDER LANE SEWER PROJ 2020-	(\$5,240.00)	\$43,450.93	(\$49,705.00)	0	\$0.00		\$ (11,494.07)	In Balance
329 - Freedland Drive 2022-1	(\$79,680.87)	\$110,997.57	(\$112,230.93)	0	\$0.00		\$ (80,914.23)	In Balance
428 - BENDER LANE SEWER CONSTRUCT	\$52,108.78			0	\$0.00		\$ 52,108.78	In Balance
429 - Street Imp. Dist. 2022-1 Const	\$5,682.47			0	\$0.00		\$ 5,682.47	In Balance
430 - Street Imp. Dist. 2023-1 Const	\$0.00			0	\$0.00		\$ -	In Balance
501 - WATER FUND	\$163,418.61	\$53,807.57	(\$36,486.69)	0	\$0.00	(\$21,555.88)	\$ 159,183.61	In Balance
502 - SEWER FUND	\$228,631.63	\$72,712.14	(\$58,834.25)	0	\$0.00	(\$16,682.50)	\$ 225,827.02	In Balance
503 - WASTE FUND	(\$18,209.76)	\$51,501.96	(\$30,770.75)	0	\$0.00		\$ 2,521.45	In Balance
510 - SURCHARGE FUND	\$138,019.89	\$7,365.66	(\$22,623.30)	0	\$0.00		\$ 122,762.25	In Balance
	\$2,295,577.20	\$2,840,995.02	(\$2,409,215.60)	\$0.00	\$0.00	(\$70,558.30)	\$2,656,798.32	

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

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

23313	Core & Main	\$311.92
23314	Town Web	\$1,815.00
23317	Trista Ames	\$900.00
23316	Moore Engineering	\$5,668.50
23319	RDO	\$13.99
23318	Petro Serve	\$140.11
23149	First International	\$20,000.00
80002	CITY OF FARGO	\$11,813.75
80012	Zoom	\$17.62
80000	Amazon	\$146.08
80008	ND One Call	\$19.50
80001	Cass County Electric	\$4,019.00
80003	Column Software	\$216.00
80011	USPS	\$7.85
80010	NDPERS	\$8,336.77
80005	Fleet Farm	\$18.66
80006	ND State Tax Commission	\$77.00
80004	Eide Bailey	\$430.00
80007	Midco	\$354.09
08904	NDPERS	\$100.00
08908	Waste Management	\$518.82
08903	Midco	\$354.67
08901	Fleet Farm	\$15.45
08907	Vivint	\$334.18
08905	USPS	\$27.08
08906	Verizon	\$104.00
08907	Amazon	\$41.89
08902	Menards-Fargo	\$11.89
23328	Hawkins	\$3,380.29
23330	US Bank	\$241.35
23329	Lindemann Concreate	\$420.00
23331	J & L Sports	\$297.17
00881	USPS	\$234.00
00879	Aflac	\$191.88
00880	Key Me Locksmith	\$5.92
23324	Menards-Moorhead	\$22.98
23326	Menards-Fargo	\$59.62
23325	Structural Materials	\$290.00
09000	Eide Bailly	\$616.84
23324	Jet-Way	\$2,265.00
23325	Menards-Fargo	\$118.23
23260	USPS	\$175.07
23270	Ohnstad-Twitchell	\$1,180.00

Law Enforcement Report: No report tonight.138 calls for service

New Business:

- a. **Public Hearing Regarding the rezoning of S ½ of 4-140-49.**
 - a. P & Z Recommendation was to approve the rezone.
 1. Mike Swartz-Harwood
 2. Char-Marie Flood-Harwood
 3. Jorelle Grover-Harwood
 - b. **First reading of rezoning ordinance.** Motion made to approve the first reading of the rezoning ordinance for S ½ of 4-140-49 by Fix, seconded by Higgins. All in favor voted aye, motion carried.
- c. **Public Hearing Hearing-Annexation S ½ of 4-140-49 and W ½ of 3-140-49.**-Motion made to approve first reading of annexation ordinance for S ½

of 4-140-49 by Sundberg, seconded by Higgins. All vote aye, motion carried. Motion made to approve first reading of annexation ordinance for W ½ of 4-140-49 by Sundberg, seconded by Higgins. All vote aye, motion carried.

- d. **Harwood Grill Liquor License Renewal**-Motion made to approve by Nettum, seconded by Higgins. All vote aye, motion carried.
- e. **Matt's Redi-Rolloff-Decision**: Motion made to change from Waste Management at the end of the contract 12/31/25 to Matt's Redi-Rolloff for a 1-year contract by Nettum, seconded by Fix. All vote aye, motion carried. The auditor will prepare a changeover plan with Waste Management and Matt's and will let the residents know.
- f. **Resolution for Clean Water North Water Loop**: The Auditor requests a motion allowing her to sign the applications in the future. Motion made to enable the auditor to sign the documents by Sundberg, seconded by Nettum. All voted aye, motion carried.

Public Comment: Mark Kerkvliet, Darlene Meyer, Josh Diede, Martin, Nick, or Jannelle from Applied Digital. Applied Digital is putting on a Town Hall on November 12th at 6 pm at the Community Center. Jeremy Snyder, Jamie Nettum, Chris Fix, and Brock Hansen.

Old Business: None

Engineer Report: None

Public Works Report: Working on preparing for snow and cleaning up fallen branches.

Auditor Report: The Administrative assistant started and has been a big help so far. Spoke with Darlene Meyer and Joann Spiesz about helping bring back the Harwood Highlights. The auditor will be out on Thursday and Friday for surgery.

Portfolio Reports: **Sundberg**- Working with some residents who have gotten letters from their lenders stating the need for flood insurance. **Higgins**: No **Nettum**- No **Fix**-No **Hankey**- Having lunch with Toni Grindberg regarding the possibility of bringing natural gas to the community.

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

Adjourn: Motion to adjourn by Fix, seconded by Higgins. All in favor voted aye, motion carried. Meeting adjourned at 7:27 pm.

Blake Hankey, Mayor

Attest: _____
Chayla Hansen, Auditor

Date of Approval _____

DRAFT