

THE REGULAR CITY COUNCIL FOR THE CITY OF GWINNER, ND

January 2nd, 2025 in the city meeting room at 6pm.

MEMBERS PRESENT: Jaimie Gavin, Auston Creech, Kenny Wiederholt, Michelle Goettle, Bryton Ciesynski

OTHERS PRESENT: Darrel Swanson, Jeff Leadbetter, Dave Even, Pat Olofson, Mike Bassingthwaite, Jessica Peterson, Dan Johnson, Jerry Waswick, Kendra Odegard, Dawn Anderson, Mike Huether, Alex Koepke

Motion to approve last month's meeting minutes approved by Bryton, seconded by Michelle. All ayes, motion carried.

Law Enforcement Report: Not present. Bill for wiring for fuel barrel sent to Travis.

Interstate Engineering Report: Mike present. Shared use path extension HWY 13/32 to DG was finalized today, starting March 2025.

Pool Committee: Mike will get with committee to start picking out colors for pool.

Gwinner Park Board: Not present.

Resident Form: -

Hero's Park: -

Local Permits: NS Archery- Raffle, NS Elementary Playground Fundraiser- raffle, American Legion Post 191- Raffle (Michelle/Bryton)

Building Permits: -

Gwinner Housing Authority (GHA): Looking at shorter rental terms 3 months, 6 months. Two units full, coffee hour everyday

Springs Golf Course: tonight at 7pm

Gwinner Activity Center: -

City Auditor Report: CD at Bremer Bank matures on 1/8/25. Jess will call around for the best interest rate for 12 months CD. A new business account will be opened up at the financial bank for the CD and the two signers for the City of Gwinner will be Mayor, Jaimie Gavin and City Auditor, Jessica Peterson. (Kenny/Michelle)

Public Works Report: No written report. New signs needed at the lagoons (Auston/ Kenny), fencing at the lagoons need to be replaced/ fixed Darrel will get estimates, water tower is still not done so bill is not paid for

Attorney: Quit claim deed to Randy Engquist

Council Items: Main Street Light update- Darrel will call, Snowflakes on Hwy 13 not plugged in, JDA meeting 1/8/25, Food Trucks during Gwinner Days, Christmas on Main Street- get the business more involved.

Pay the Bills: (Auston/Kenny) IRS \$9003.71, NDPERS \$7778.99, ND State Tax Commissioner \$525.58, IRS \$.04, Job Service ND \$57.74, IRS \$2778.96, AW Diesel 494.02, CC Suds and Spirits \$1800, City of Fargo \$14, Colliers Securities \$500, Core & Main \$444.63, DRN \$452.54, Full Circle Ag \$114.13, GROTBORG Electric \$1763.09, Hansen Lumber & Hardware \$745.57, Hawkins \$7926.43, Loffler \$250.13, Payroll \$16,868.47, Maguire Iron \$108,350, Midwest Pest Control \$155, MDU \$1215.57, ND Chemistry Lab \$128.18, ND One Call \$15, Ottertail Power \$5119.99, US Postal Service \$365, Ray-Mac \$38.12, Mobridge/NorDak Publishing \$94.84, Sargent County Treasurer \$136,931.39, TEAM Lab \$2007, TIAA \$2042.52, Verizon Wireless \$238.06, Waloch- Johnson \$13,361, Waste Management \$6204.50, Gwinner Housing Authority \$14,575, US Postal Service \$170.80, Waloch- Johnson \$15,861

The meeting was recessed at 6:27pm. Next meeting is at 7pm tonight.

Mayor Jaimie opened the meeting at 7pm and the city council has proposed to take over the debt and management of the city golf course from the association to help relieve some stress and assist the association financially with the golf course. We are one big team trying to help each other out. The association asked that the city take on all of the accounting financials, the golf course management and the clubhouse management, with the exception, the association would be listed as the liquor license holder. The association is not interested in running a restaurant. This is not possible, according to the city attorney. The city can take on the city golf course financials and management only. Lots of good discussions went on. Next meeting with the association members will be after city council on February 3rd.

The meeting was adjourned at 7:52pm. Next city council meeting is on February 3rd at 5pm.



Jaimie Gavin, Mayor



Jessica Peterson, City Auditor

THE REGULAR CITY COUNCIL FOR THE CITY OF GWINNER, ND

February 3rd, 2025 in the city meeting room at 6pm.

MEMBERS PRESENT: Jaimie Gavin, Auston Creech, Kenny Wiederholt, Michelle Goettle, Bryton Ciesynski

OTHERS PRESENT: Darrel Swanson, Jeff Leadbetter, Dave Even, Pat Olofson, Mike Bassingthwaite, Jessica Peterson, Dan Johnson, Jerry Waswick, Mike Huether, Scott & Shawn Maro, Ramzy Olson, Julie Johnson, Doug & Cheryl Anderson, Jamie Decker, Rachel Nelson, Ryan Johnson, Brandi French, Scott Johnson, Dana Erickson, Dennis Dahl, Travis Paeper, Wyatt Schilling

Motion to approve last month's meeting minutes approved by Michelle, seconded by Auston. All ayes, motion carried.

Law Enforcement Report: Travis and Wyatt present. December and January hours were handed out. Dog issues continue, another issued ticket today, Jeff Leadbetter needs to get his part done so the dogs need to get out of the city. Jeff stated that his office has had some changes and things are slower. He will try to get to it. The owner should be in court on February 12th.

Interstate Engineering Report: Mike present. NDDOT sent Dana Erickson a letter stated she need to remove the shed and fence from their property by the end of Mach 2025. The city can't do much, but the city council will look into backing the bid opening up to April to see if that would give Dana an extra month to get her things moved off NDDOT property. Shed was on the property when she bought the house in 2004, she had no idea this was not her land.

Pool Committee: Not present.

Gwinner Park Board: Not present.

Resident Form: Anderson's and Maro's were present for the dog issues that have been going on for over 2 years. They have had enough. They were asking why the dogs have not been removed from city limits, when it was court ordered. Jeff Leadbetter said he will work on this so they can be in front of a judge again.

Jamie Decker presented her new business plan and is asking for some money out of the first one percent sales tax fund for a new business that will be opening in town. After much discussion and reading over the Home Rule Charter Section 16, Mayor Jaimie asked for a five-minute recess at 5:49pm.

The meeting was opened back up at 5:55pm. Looking into a "STAR PROGRAM" was mentioned. This is going to take time. Mayor Jaimie asked Auston if he had a motion on the floor to keep discussion on Home Rule Charter. Auston made a motion to grant Jamie Decker a third of her total start of cost (\$52,500) out of the sales tax fund to keep the discussion going. Kenny seconded the motion for discussion. Guidelines are needed to get this correct, some research needs to be done, and a committee needs to be formed. Auston and Kenny agreed to retack the motion, at this time. Michelle made a motion to go forward with creating a new committee and guidelines for something like this. Bryton seconded the motion. All ayes, motion carried. Sargent County JDA, GCDC, Renaissance Zone and PILT were also mentioned to Jamie Decker to look into.

Local Permits: -

Building Permits: Comstock Construction for the new aquatic center at 315 1st Ave SE and Jamie Decker "Higher Grounds" new business at 108 1st St NW (Auston/Kenny) Jamie Decker's building permit will be dated Feb 10th, so she has time to get her renaissance zone application into the city, if she so chooses too.

Gwinner Housing Authority (GHA): \$389,897.79 is due to the city, two units full, what did the total project end up coming in at? The mayor has requested to get all the paperwork and information that Jeff Anderson has to be given to the city office, since he resigned from the GHA. The committee is still looking for one more member to be appointed.

Gwinner Activity Center: Met in January and next meeting is on March 27th to go over joint powers agreement changes.

City Auditor Report: CD of \$80,000 at Bank of North Dakota matures on 2/16/25 we will close it out. Jess will call around for the best interest rate for CD. A new business account will be opened at the financial bank for the CD and the two signers for the City of Gwinner will be Mayor, Jaimie Gavin and City Auditor, Jessica Peterson. (Auston/Kenny), Year-end is complete, 2024 financial report was handed out, garbage and recycling bid will go out to bid, Visitors guide full page (Bryton/ Michelle), water bill software was updated, still working on the billing software.

Public Works Report: No written report. Looking for signs for the lagoons, looking for someone to fix the fencing at the lagoons, water tower is completed, and payment was issued to company.

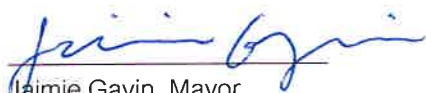
Attorney: Mayor asked to relieve Jeff from the court cases and have Sargent County take over them for no fee to the city. Jeff stated he enjoys being in court and would take other things off his plate if needed. The council has tabled this idea until next month. There is going to be a lot of time needed for Jeff to do other things for the city in a timely manner. Jessica will talk to Jayne at SC before next meeting also.

Council Items: The other half of the bill for wiring fuel barrels should be the city's as well (Kenny/Auston), Mosquito Spraying to be done on Gwinner Days week of and first football game week, if needed. (Auston/Bryton) Fireworks ordinance needs to be looked over next month for any changes. The mayor recognized all the city employees' years of service and thanked them.

Pay the Bills: (Auston/Kenny) Bank of ND \$13,250, IRS \$2687.28, NDPERS \$7918.22, Bayon Data Systems \$1730, Bobcat of Gwinner \$446.58, City of Fargo \$14, Computer express \$1074.99, Core & Main \$1074.99, DRN \$454.20, Full Circle Ag \$383.45, Grotberg Electric \$7322.13, Hasen Lumber \$59.97, Hawkins \$3954.21, Leadbetter Law Office \$1196.50, Loffler \$250.13, MDU \$1332.44, ND Chemistry Lab \$20.39, ND League of Cities \$1443, Sargent County \$14,229.97, Mobridge/ Nordak Printing \$97.60, Scotts Electric \$6632, Share Corporation \$260.83, TIAA \$2042.52, Verizon Wireless \$476.12, Waste Management \$9128.57, Gwinner Housing Authority \$14,575, Core & Main \$3400, Ottertail Power \$5001.54, Payroll \$15,814.21, Teals \$39.17, USA Blue Book \$770.62, US Postal Service \$170.80, Mobridge/ NorDak Publishing \$899.10
The meeting was recessed at 6:44pm. The meeting was opened back up at 7pm.

Springs Golf Course: The Spring's association members, Jerry, Mike and Dan Johnson were present. They said they have met as an association, and they would like to see the city take on the financials for the golf course along with the payroll. There was discussion on how to manage the golf course superintendent during the season vs out of season. New employee contracts will be made after the association talks to the current golf course superintendent on what his timeline is. Golf tournaments will still be done by the association members. Joint powers will need to be set up to understand how things are going to be run. The city council goal is having the association focus only on the clubhouse and having it be self-efficient. Clubhouse is working on Happy Hour and lunch specials. During Gwinner Days weekend, Spring's will have a band out there on Friday night. Looking for a club/group to handle food options for that night. Parking for handicap needs to be addressed. West side building drainage was put in, but now it needs a pad put in over it so the golf carts can be put there and that will open up more handicap parking near the entrance door. The association will work on getting quotes for that. There was a kitchen fire that happened, the city was not notified of that. This needs to be done. An insurance claim was submitted through the insurance by Jerry for the amount of \$2300.

The meeting was adjourned at 7:53pm. Next city council meeting is on March 3rd at 5pm.



Jaimie Gavin, Mayor



Jessica Peterson, City Auditor

THE SPECIAL CITY COUNCIL FOR THE CITY OF GWINNER, ND

February 17th 2025 in the meeting room at 5pm.

MEMBERS PRESENT: Jaimie Gavin, Kenny Wiederholt, Michelle Goettle, Bryton Ciesynski

MEMBERS ABSENT: Auston Creech

OTHERS PRESENT: Jeff Leadbetter, Jessica Peterson

Sales Tax Incentive Program: A committee needs to be informed which would be two city council and three others from the city. No loans at this time, just a grant process. 2026 budget would be the earliest or after that. Lisbon star program was the simplest, Fargo had the point system that we will need to get ideas from, Oakes had a great statement: purpose and work constantly being designed and redesigned, but the focus remains constant making sure the city is viable for generations to come. Starting budget thoughts were \$25,000-\$50,000, when funds are available.

Springs Golf Course: Reviewed the association meeting minutes from 2/5/2025. All golf course employee contracts will need to be new with the City of Gwinner. There was discussion about no personal items kept in the city buildings or on city property without city preapproval. Another idea mentioned would be to "contract" the golf course work out to a license business/persons with an equipment rental agreement. A joint agreement on how things will be run on the golf course will be written up by Jeff Leadbetter this month. The income for the city golf course will be golf memberships/cart memberships and daily green fees/cart rentals will be split (75% city/25% clubhouse) and this will be paid monthly to the city. All golf employees will fall under the city. The Golf Course Manager will report every month at the city council meetings, budget and all estimates are reviewed by the city. The city will have nothing to do with the clubhouse operations. The clubhouse will be solely run and operated by The Spring's Association or rental tenants of the clubhouse building.

The meeting was adjourned at 6:30pm. Next city council meeting is on March 3rd at 5pm.



Jaimie Gavin, Mayor



Jessica Peterson, City Auditor

THE REGULAR CITY COUNCIL FOR THE CITY OF GWINNER, ND

March 3rd, 2025 in the city meeting room at 5pm.

MEMBERS PRESENT: Jaimie Gavin, Auston Creech, Kenny Wiederholt, Michelle Goettle, Bryton Ciesynski

OTHERS PRESENT: Darrel Swanson, Jeff Leadbetter, Dave Even, Pat Olofson, Mike Bassingthwaite, Jessica Peterson, Dan Johnson, Jerry Waswick, Mike Huether, Julie Johnson, Doug & Cheryl Anderson, Jamie Decker, Rachel Nelson, Ryan Johnson, Brandi French, Scott Johnson, Dennis Dahl, Travis Paeper, Karson Beckstrom, Richard Mower, Ashley Hansen, Torrey Gavin, Alex Koepke

Motion to approve last month's meeting minutes approved by Michelle, seconded by Bryton. All ayes, motion carried.

Interstate Engineering Report: Mike present. No update on the Hwy 13 culverts. Pool will be moving along soon.

Law Enforcement Report: Travis present. No report for February. Dog issues still last month. Affidavit was signed today. The court date will be in March for the dog residents.

Pool Committee Gwinner Park Board: Payment #1 \$43,778.31 for new pool. Wait until the pool committee approves and then city council.

Pool committee needs to sign off on invoice. A new slide was discussed. \$122,500 for slide only, plus concrete.

Hero's Park: Brandi was present. Lumber for pergola was ordered. A picnic table was ordered also. Water is needed to water the plants and trees there. Darrel will get a quote for Brandi.

Resident Form: OPC was inquired about a temporary shipping container on their property. They need a building permit for that. Torrey Gavin was present to ask about the chicken limit (6). He requested it be moved to 12 per household. (Bryton/Kenny) Babe Ruth Base gave update on renovation on field.

Renaissance Zone Application: Higher Grounds/ Jaimie Decker for rehabilitation for a new business in town. (Michelle/ Auston)

Local Permits: BINGO/Meat raffle for the Gwinner Park Board (Auston/Michelle)

Building Permits: None

Gwinner Housing Authority (GHA): Jeff still has all the paperwork/ binder, no one knows if the bond is closed or open, Michelle will reach out to Jeff and Bremer Bank, 3 more showing, 2 website inquires, for ages 55 and older. Total project amount unknown at this time.

Gwinner Activity Center: Next meeting March 27th at 4pm.

City Auditor Report: Garbage bids were opened. WM \$6317.36, Storbakken \$6249, Sweet North \$8500 for garbage per month. Recycling WM was \$1465.67 per month. Free tipping for the city was talked about. This needs to be resolved with Waste Management. WM said they would get ahold of the city attorney, Jeff Leadbetter. No bid awarded at this time. We have 60 days. In the WM contract #5 says a local waste disposal (this is area is what is in question). \$80,000 CD went into the American Bank & Trust in Lisbon for 12 months at 4.25%. City has not received the equalization book from SC yet, sewer project needs to be refinanced as stated from USDA letter, State attorney will take over all city cases (not city ordinances) starting on April 1st 2025. This is a free service to the city. Jeff will keep the current cases he is working on until finished. Jess will notify all parties involved. (Kenny/Michelle)

Public Works Report: No written report. Fence was damaged at the city shop, Darrel and Dave will fix it. Only one bid came in for the East Storage Building. We will ask for more open bids.

Attorney: Jeff met Bryton and Brad from Full Circle. Jeff handed out contracts (golf course) to look over.

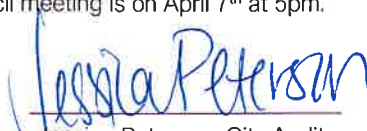
Council Items: Incentive Program as a grant to possibly start in 2026,

Pay the Bills: (Bryton/Auston) IRS \$5183.70, NDPERS \$7557.73, IRS \$2534.28, Gwinner Housing Authority \$21,199.75, Ottertail Power \$4973.62, Riteway Business Form \$197, Bremer Bank \$15,814.21, USPS \$170.80, AW Diesel \$47.45, Bobcat of Gwinner \$590.94, City of Fargo \$14, David Even \$53.70, DRN \$459.36, Full Circle Ag \$1082.38, Hansen Lumber & Hardware \$17.48, Hawkins \$5054.64, J&M Printing \$147.31, Midwest Pest Control \$155, MDU \$1262.79, ND Chemistry Lab 420.39, Nd One Call \$3, USPS \$154, Ray-Mac \$15.76, Sargent County \$6135.86, Mobridge/NorDak Publishing 4345.05, Sweeney Controls \$2625.93, Teals Market \$11.07, Team Lab \$1019.50, The Home Shop \$401.25, The Spring's Golf Course \$12,049.55, Verizon Wireless \$238.06, Waste Management \$7661.16, Workforce Safety & Insurance \$1139.43

Springs Golf Course: The Spring's association members, Jerry, Mike, Alex and Dan were present. No fourth quarter request, city operation agreement draft was provided and discussed, clubhouse front door was fixed, membership drive in process, concrete bids were opened by the association. The lowest bidder was L&L Construction at \$20,000. First quarter wages for Damon was requested by the association. They didn't know what this amount was. We need a wage report from Olson Accounting to pay the exact number to pay out. Jerry will get it to the city. (Auston/Kenny)

The meeting was adjourned at 7:38pm. Next city council meeting is on April 7th at 5pm.


Jaimie Gavin, Mayor


Jessica Peterson, City Auditor

THE SPECIAL CITY COUNCIL FOR THE CITY OF GWINNER, ND

March 12 2025 in the meeting room at 4:33pm.

MEMBERS PRESENT: Jaimie Gavin, Kenny Wiederholt, Michelle Goettle, Bryton Ciesynski, Auston Creech

MEMBERS ABSENT:

OTHERS PRESENT: Jeff Leadbetter, Jessica Peterson, Linda and Roger Johnson, Wayne Anderson, Harold R., Mike Huether, Dawn Anderson, Alex Koepke, Jerry Waswick, Dan Johnson, Jeff Anderson, Sam Opdahl, Mike Larson, Micheal Sorlie

Springs Golf Course: Management agreement was passed out and looked over.

Changes needed to be made by Jeff Leadbetter:

#4 add carts fees also,

#5 add 100% of all Sponsorships all go to the clubhouse

#6 add 1-year contract (April 1st 2025 -March 31st 2026)

In 2024 there was 45 cart memberships, 72 golf memberships. There was 366 daily fee taken in.

Golf carts are not in great condition. Five are not running at all. There was a mention of having at least 20 golf carts available for tournaments. Damon is looking into pricing in Fargo. This needs to be submitted to the city. No purchasing should be done without the city's acknowledgment. Damon's current contract with the association is March 15-golf season until the course is closed and all related shop/equipment work is complete. Damon has not been to any of the association meetings or city meetings to discuss the changeover. Jerry Waswick said he has been in contact with him, and he has been unable to attend.

All projects need to come through the city. Concrete bids were open through the association for the golf cart pad along the west side of the clubhouse with \$20,000 being the lowest bid. The city council will review this in April.

There is some drain tile that needs to be moved off the property of the new pool.

The meeting was adjourned at 6:01pm. Next city council meeting is on April 7th at 5pm.



Jaimie Gavin, Mayor



Jessica Peterson, City Auditor

THE SPECIAL CITY COUNCIL FOR THE CITY OF GWINNER, ND

March 20 2025 in the meeting room at 5pm.

MEMBERS PRESENT: Jaimie Gavin, Kenny Wiederholt, Michelle Goettle, Bryton Ciesynski, Auston Creech

MEMBERS ABSENT:

OTHERS PRESENT: Mike Huether, Dawn Anderson, Alex Koepke, Jerry Waswick, Sam Opdahl, Damon Fendrick, Kendra Odegard, John Ayers, Jessica Peterson (on phone)

Springs Golf Course: The Spring's Association handed out preliminary 2024 golf course numbers.

Revenue was \$36,290.83. Course operations expense totaled \$208,879.93 with payroll expenses of \$119,411.19, chemical \$12,995.67, fertilizer \$3638.48, fuel \$7538.72, accounting \$8270.07, equipment \$7,857.71, seed \$5706.75, course supplies \$5084.25. No fourth quarter request.

The city council questioned whether the course looked into getting the best pricing for seed, fertilizer and fuel, they have not recently. Damon will look into this. The city council would like to see if we can stay local, if prices are good. Fuel should be used by Rutland Oil, as they have the city contract. Employee overtime was discussed.

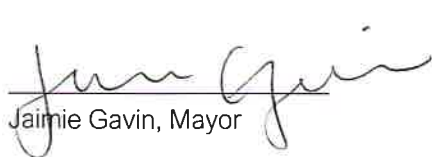
The city council has asked not to take over the golf course until October 1st 2025. We can get through this season with Damon, the way it is. There is not enough time to make the changes. They have asked for a golf course budget to be submitted for this 2025 season. The city council will look it over and then make recommendations on the budget. Once the budget is approved, they have up to that amount to spend on the course.

A 2025 management agreement need to be made so we have one in place. This would be between the city and the Spring's Association.

Golf carts were mentioned but didn't know how many carts need to be fixed or replaced at this time.

Concrete bids were open through the association for the golf cart pad along the west side of the clubhouse with \$20,000 being the lowest bid. \$6700 will come out of the golf course project and \$13,000 will come out of the sales tax fund (Michelle/Kenny)

The meeting was adjourned at 5:59pm. Next city council meeting is on April 7th at 5pm.



Jaimie Gavin, Mayor



Jessica Peterson, City Auditor

