**City Council Meeting Minutes**
October 5, 2026 | 6:00 p.m.
Betty Hagel Memorial Civic Center

Meeting called to order at 6:00 p.m. by Mayor Kevin Hoffman.
Present: Becky Berg, Dean Windhorst, Kevin Hoffman, Brittany Hagen, Troy Hatzenbihler, City Auditor Cassie Smith, City Attorney Patrick Waters. Quorum declared met. The Pledge of Allegiance was recited.

Hatzenbihler moved and Hagen seconded to approve the agenda. All in favor, motion carried.

Noone signed up for public comment.

Berg moved and Windhorst seconded to approve the minutes from the Public Budget Hearing and Regular Meeting on September 8, 2026 with corrections, and September 21, 2026 special meeting. All in favor, motion carried.

Hatzenbihler moved and Hagen seconded to approve the claims list which includes Security First Bank Skid Steer Payment $1,514.11, Oliver County Sheriff's Department $13,827.10, CB Accounting $4,100, Southwest Water Authority $18,822.38, Heartland Law Office $7,260, Vestis $674.03, Center Machine Inc $102.75, Rud Oil & Gas $1,028.05, Center Republican $250.75, WRT $1,094.13, All Pest Control $141, Roughrider Electric Coop $167.41, Coal Conversion Counties $805, MDU $7,504.17, Visa Credit Card $1,723.56, AT&T Mobility $95.73, DSG $1,211.78, Menards $53.90, Robert Gibb & Sons Inc $8,400. D&E Supply Co $204.92, Department of Environmental Quality $183.55, Cooling & Heating Unlimited $766.55, Trans Trash $1,800, and ND League of Cities $180. All in favor, motion carried.

Hagen moved and Hatzenbihler seconded to approve the check register from September. All in favor, motion carried.

Hatzenbihler moved and Windhorst seconded to approve the Expense and Revenue Reports from September. All in favor, motion carried.

**Personal Appearances:**
**Brian Dresser and Scott Maier** appeared to request to connect to the city's sewer and possibly water for their previously permitted RV park northeast of the fairgrounds. Some discussion was held. Dresser and Maier were informed that the city will require a conditional use permit for this request, so they would need to take this through the Planning and Zoning process first. Hatzenbihler moved and Windhorst seconded to table the request by Square Butte LLC until the Planning and Zoning meeting scheduled for October 26, 2026. All in favor, motion carried.

**Ole Sletten** asked if the city would be willing to sell the land that lies north of lots he already owns on the west side of town. IT was decided that there would have to be some research done before action could be taken on this request. Hagen moved and Hatzenbihler seconded to table this discussion until the next meeting. All in favor, motion carried.

**Keith Vitek** appeared to request use of the Civic Center parking lot on October 31 for Trunk or Treat for the Community Club. Berg moved and Hagen seconded to allow the Oliver County Community Club to use the Civic Center parking lot for Trunk or Treat on October 31 from roughly 2:00 pm to 5:00 pm. All in favor, motion carried.

**Ward Heidbreder** from North Dakota Rural Water inquired about the city's interest in doing a water rate study at no cost. Hagen moved and Hatzenbihler seconded to move forward with doing a water analysis with Ward Heidbreder. All in favor, motion carried.

**Reports:**

**Keith** reported that Quality Asphalt is going to try and fit in our repairs this fall. Center Machine Inc is making a culvert cover for a culvert that doesn't have one. Keith provided several quotes for tires and snow pushers. Hatzenbihler moved to accept the quote from OK Tire for $2,621.88 for two tires for the payloader and table the snow pusher decision. Hagen seconded. All in favor, motion carried.

**Shandy** provided two quotes to fix the ceiling in the girls' locker room. One is for $4,750 for abatement and associated drywall for 312 square feet of the ceiling. The other was for $12,500 to abate and drywall 1,240 square feet of the ceiling. The Pool Committee is going to look into if the school has put in an insurance claim.

**Cassie** brought up that she had reached her 6-month mark with employment by the city and asked if Council agreed it was appropriate to increase her wage. After the performance review is conducted, this was deemed appropriate. The Oliver County Community Foundation has a grant available and applications are due October 12, 2026. Hagen moved and Hatzenbihler seconded to apply for the grant to replace some tables and chairs for the Civic Center. All in favor, motion carried. The city needs to renew their newspaper subscription. Berg moved and Hatzenbihler seconded to renew with a 2-year in-state subscription to the Center Republican for $105. All in favor, motion carried.

**Old Business:**

**Lewis/ Clark/ Sakakawea Statue** placement was discussed. We will have more answers from Fair Board, Rick Schmidt and Cross Ranch by next meeting.

**Building Inspector:** There were two entities that expressed interest. Midwest Inspection Services provided a proposed contract. Hatzenbihler moved and Hagen seconded to table this discussion for no more than ten days to allow Interstate Engineering to provide a proposed contract for Council to consider at a special meeting. All in favor, motion carried.

**Selling Bulk Water to DEC** was discussed. Some proposed documentation including a Bulk Water Purchase Agreement, Core Legal and Operational Safeguards, City of Center Agreement for Use and Restoration of Haul Route, Oliver County Road Department Agreement for Use and Restoration of haul Road and Risk Management Appendix were all provided to Council by Hagen. Hatzenbihler moved and Berg seconded to table this discussion until after Ward Heidbreder, Keith Reuther and Becky Berg can put some information together for Moore Engineering to do some calculating. Three voted aye, one voted nay, motion carried.

**Cell phones/ iPads** for Council were discussed for conducting business. Windhorst moved and Berg seconded to purchase five (5) tablets and tablet plan through Verizon Wireless for Council's use. Three voting aye, one voting nay, motion carried.

**Deputy Auditor Position** was discussed and it was decided to run the ad again.

**Portfolio Review:** Windhorst moved and Berg seconded to remove Brittany Hagen as the Police portfolio holder and allow the mayor to appoint it elsewhere. Roll Call Vote: Hagen – no, Hatzenbihler – no, Windhorst – yes, Berg – yes, Hoffman – yes. Motion carried.

Berg moved and Windhorst seconded to have Hoffman retain the police portfolio until proper placement can be determined. Roll Call Vote: Hagen – no, Hatzenbihler – no, Windhorst – yes, Berg – yes, Hoffman – yes. Motion carried.

**Final Budget Approval:** Hatzenbihler moved and Berg seconded to approve the 2027 Annual Budget. All in favor, motion carried.

**New Business:**

**Owl:** There were tow $500 donations made to help pay for the Owl that Council uses to live stream their meetings. One donation was from Center Machine Inc and the other was from The Ruptured Duck. The total cost was $1,862.70. The balance of $862.70 will be covered by a donation from Heartland Law Office.

**Buying Lots Back:** Attorney Waters needs some questions answered as far as how the City may proceed with this process and will have those answers by the time Council has their Special Meeting.

**Golf Course Lease:** Discussion was held regarding different aspects of the Golf Course Lease and advice from prior counsel. Hatzenbihler moved and Berg seconded to renew the lease with the Square Butte Creek Golf Club. All in favor, motion carried.

**Three-Way Agreement:** Berg moved and Windhorst seconded to table this discussion until Council has had time to review the document. Roll Call Vote: Hagen – no, Hatzenbihler – no, Windhorst – yes, Berg – yes, Hoffman – yes. Motion carried.

**Special Election Date:** Council needed to choose a date to hold a Special Election for the Recall of Council Member Brittany Hagen. This date needs to fall between 95-105 days after this meeting. Windhorst moved and Berg seconded to set the Special Election for January 11, 2027. Three voted aye, one did not vote. Motion carried.

Portfolio reports were given.

Berg moved and Hagen seconded to rescind the motion to table the discussion on the 3-way agreement. All in favor, motion carried.

Hatzenbihler moved and Hagen seconded to accept the 3-way agreement, subject to approval by the City Engineer. All in favor, motion carried.

Meeting adjourned by Mayor Hoffman at 10:10 p.m.

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Kevin Hoffman, Mayor Cassie Smith, City Auditor