

City of Buxton
Meeting Minutes
June 18, 2025 @ 7:00 PM
Buxton Fire Hall

Present: Travis Soderberg, Jeff Siewert, Keaton Flanagan, Ben Hershey, Mike Bibow, and Cole Short

Recording: Jackie Siewert, Auditor

Meeting called to order by Mayor Travis Soderberg

Meeting minutes from the May 14, 2025 meeting were read. Motion to approve the minutes was made by Keaton Flanagan; seconded by Jeff Siewert; motion passed unanimous. Meeting minutes from the special meeting held June 2, 2025 were read. Motion to approve the special meeting minutes was made by Jeff Siewert; seconded by Keaton Flanagan; motion passed unanimous.

The following bills were presented for payment:

Direct	Waste Management	\$4453.63
Direct	Xcel Energy	\$1144.86
Direct	Visa Card	\$79.00
13145 – 13150 – Printing Error	VOID	
13151	Dakota Fence	\$39205.00
13152	Dakota Fence	\$39205.00
13153	DDC Lawncare & Landscaping LLC	\$850.00
13154	East Central Regional Water Dist	\$237.36
13155	Farmers Union Oil	\$273.94
13156	Hillsboro Banner	\$485.60
13157	M & K Porta Potties	\$460.00
13158	Midco	\$49.60
13159	Nilson Brand Law	\$477.00
13160	Thomas Moe	\$150.00
13161	True North Equipment Co.	\$337.02
13162	Uline	\$6565.21
13163	United Masonry, Inc.	\$3075.00
13164	Waste Management	\$4453.63
13165	Xcel Energy	\$24.52
13166	Jaqueline Siewert	\$1616.12
13167	Ironhide Equipment	\$154.53

Ben Hershey motioned to approve the bills; Keaton Flanagan seconded the motion; motion passed unanimous.

Jackie Siewert, city auditor, presented the council with the 2025 year to date budget review.

Mike Bibow, AE2S, was in attendance to discuss available options of updating the City's infrastructure drawings. Mr. Bibow explained that gathering the data is the biggest part of the map. A complete survey of the city had been done prior to the installation of the drain tile and resurfacing of the streets so that will help significantly with the update as well as the cost. Mr. Bibow explained two different options the city could go with for updating the maps. The first option, the city could do a traditional infrastructure mapping that would be available in PDF and electronic format. On average, it should take 20-30 hours to complete and would cost approximately \$3000 to \$5000. The second option, a virtual map which would be web based with a yearly subscription cost of approximately \$750+ per year. A GIS group at AE2s would input the data. It would give us the ability of printing our own maps and pinning areas of concern. The initial set-up cost would be approximately \$3000 to \$5000. Mike Bibow stated that AE2S could support us with the updates. The aerial imagery is updated automatically. Mayor Soderberg stated that the city infrastructure maps need to be updated despite what option we choose to go with. Mayor Soderberg thanked Mr. Bibow for attending the meeting and providing us with these options. We will discuss more at the July meeting and consider it for our 2026 budget.

Mayor Soderberg advised the council that despite a previous motion to purchase picnic tables from TreeTop Products he authorized the purchase of the tables from Uline. Jackie Siewert, city auditor, was completing the online order with Tree Top and saw the expected delivery date was going to be 5 to 6 weeks out. Jackie entered the same order on the Uline website for comparison. The tables from Uline are actually a heavier table and the delivery date was three days from the order date. The price was less than \$100 more after Uline accepted our ND tax exempt number. We also received a free Yeti cooler for our purchase, in which, we will use as a prize for our next Christmas Mystery Pics. The tables have been delivered, put together and placed at the picnic shelter.

In other park business, Mayor Soderberg confirmed that Jamie Kloster was the individual that scraped the baseball diamond. Mayor Soderberg stated that the old picnic tables were placed behind the city shed and one larger table was placed at the baseball diamond.

Mayor Soderberg advised the council that he is still trying to get more information and quotes for the pickleball court. He did go to Minto and took pictures of their pickleball court with the Versus court. It looks like rubber mesh panels. It was wet after a recent rain and looked slippery but Travis stated that it was not. Mayor Soderberg stated that he has also reached out to a second company located in Fargo. They offer more of a painted on type of coating in which they recommend it be put on concrete. They stated that for a 30' x 60' court it would cost between \$8000 and \$9000. They are doing a pickleball court at Golden Lake. In the meantime, Travis will continue to do more research,

Mayor Soderberg advised the council that the city's new website site has been updated with the PDF ordinances and resolutions.

Mayor Soderberg advised the council that he had met with Jonathan Vonesh in regards to the purchase agreement. The Miller's are disputing the original agreed terms of \$10,000 and two-year build time for the three lots. They would like to buy the lots but without time limit to build. Mayor Soderberg called Bill and Mary Miller via speaker phone during the meeting. Mr. Miller expressed that they want the lots but would like to have their home sold before beginning to build a new home. They don't want to end up with two mortgages. He also stressed that they have full intention of retiring in Buxton. Mayor Soderberg suggested that if they wanted to purchase the lots for the original price of \$15,000 and no time limit to build that would be an option also. Travis and Bill ended the call so the council further discuss. The council members discussed three options for the three lots. Original price of \$15,000 and no time limit for building, \$10,000 and building within two years, or a two-year hold agreement with 20% earnest money (\$2,000). After two years if the Miller's still want to purchase the lots they can pay the remaining \$8,000, if not, the city will keep the \$2,000. Travis called the Miller's back. Travis explained the three options that the council is willing to offer. Bill and Mary Miller both agreed to the 2-year hold agreement with the \$2,000 earnest money. Travis will contact our attorney Cassie Tostenson to have the 2-year hold agreement drawn up.

Jackie Siewert, city auditor, presented the council with a preliminary budget for 2026. The council reviewed and discussed the preliminary budget. Jackie advised the council that she will work on the anticipated revenue and expenses for the remainder of 2025. She will also make the discussed changes and present the council with the revised budget at the July meeting.

Mayor Soderberg advised the council that he received an email from Cassie Tostenson, city attorney, stating that this last legislative session, the legislature adopted a law requiring political subdivisions to have a public comment period at every regular meeting. She included a resolution for the city to consider adopting. Jackie Siewert read it as follows:

RESOLUTION OF POLICY REGARDING PUBLIC COMMENT REQUIREMENTS AT REGULAR MEETINGS

WHEREAS, the City of Buxton (the "City") is a North Dakota municipal corporation and political subdivision under the North Dakota Century Code;

WHEREAS, as a North Dakota political subdivision, the City is subject to the state's open meetings requirements under Chapter 44-04 of the North Dakota Century Code;

WHEREAS, during the 2025 Legislative Session, the North Dakota Legislature adopted SB 2180, requiring cities and other political subdivisions to allow public comments during regular meetings and adopt public comment policies;

WHEREAS, under SB 2180, the City must include an opportunity for members of the public to provide comments at every regularly scheduled meeting;

WHEREAS, SB 2180 requires political subdivisions to implement policies that include rules for public comments, including speaker time limits, total public comment duration, appropriate topics, and decorum standards;

NOW, THEREFORE, BE IT RESOLVED, the City of Buxton hereby adopts the following policy to comply with SB 2180 and ensure an orderly, efficient, and respectful public comment process during regular meetings of the City Council:

Public Comment Policy

1. Agenda Placement:

The City will include a public comment section as the first non-procedural agenda item at all regular City Council meetings.

2. Speaker Registration:

Any individual wishing to speak must submit a speaker card in person or via email to the City Auditor before the meeting is called to order. The card must include:

The speaker's name;

- The speaker's address;

- A specific agenda item (from the current or previous meeting) the speaker wishes to address.

3. Eligibility: Incomplete speaker cards will disqualify the individual from speaking at that meeting.

4. Individual Time Limit: Each speaker is allotted up to three (3) minutes for comments. A timekeeper will notify speakers when their time has ended.
5. Total Time Limit: Public comment as a whole will be limited to thirty (30) minutes per regular meeting.
6. Speaking Order: Speakers will be called in the order in which completed speaker cards were received.
7. Comment Scope:
Comments must:
Address the agenda item listed on the speaker card; and
- Be relevant to City matters.
8. Prohibited Content:
Comments must not:
- Be defamatory, abusive, harassing, or otherwise unlawful;
- Contain information that is confidential or exempt under state open records or meetings law;
- Disrupt the orderly conduct of the meeting.
9. Yielding Time: Speakers may not yield or transfer their time to another individual.
10. Written Comments:
Individuals unable or unwilling to speak may submit written comments to the City Auditor. Written comments must include the person's name, address, and refer to a specific agenda item from the current or previous meeting. If submitted at least 24 hours before the meeting, comments will be circulated to the City Council and addressed during the meeting. Later submissions will be distributed post-meeting and not addressed at that session.

BE IT FURTHER RESOLVED, this policy supersedes any previous public comment policies or practices of the City.

Ben Hershey made a motion to accept the resolution of policy regarding public comment at regular meetings; Jeff Siewert seconded the motion; motion passed unanimous.

Mayor Soderberg advised the council that 60-inch box scraper that was approved to be purchased from Ironhide Equipment for \$3700 is actually slightly smaller than the wheelbase of the toolcat. There would be no overhang. The cost for a 72-inch box scraper is \$5100 vs \$3700 for the 60-inch box scraper. Keaton Flanagan made a motion to purchase the 72-inch box scraper for \$5100 instead of the 60-inch box scraper; Jeff Siewert seconded the motion; motion passed unanimous.

Mayor Soderberg advised the council that Dakota Fence has completed the lagoon fence installation and it looks great. Jackie Siewert advised the council that she transferred the Prairie Dog Funds to the general checking. The project has been paid in full.

Mayor Soderberg advised the council that the ND Sewage Pump and Lift Station has ordered the equipment for the lift station and will install it when it arrives.

Mayor Soderberg advised the council that the fire department may burn the tree pile this coming weekend if the weather conditions are favourable for burning.

Mayor Soderberg advised the council that the quote he received for banners for the all-class reunion was \$720. He felt that that was pretty high for a weekend. Travis is going to look at possible getting a single banner to hang across the street.

Mayor Soderberg advised the council that he learned the city of Thompson got their solar speed signs from 3D Specialties through a grant. Travis has requested pricing from them.

Jackie Siewert, city auditor, advised the council that she has been notified via text from Team Lab that the lagoon spraying will be beginning soon primarily depending on the weather.

Mayor Soderberg advised the council that it was brought to his attention that a few yards were in need of mowing. The yards in question have since been mowed.

Mayor Soderberg advised the council that the next meeting will be July 9th at 7:00pm.

Jeff Siewert made a motion to adjourn; Ben Hershey seconded the motion; motion passed unanimous.

City Auditor

Council Member

Mayor