

**City of Buxton
Meeting Minutes**

September 10, 2025 @ 7:15 PM
Buxton Fire Hall

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

Recording: Jackie Siewert, Auditor

Meeting called to order by Mayor Travis Soderberg

Meeting minutes from the August 13, 2025 meeting were read. Motion to approve the minutes was made by Keaton Flanagan; seconded by Jeff Siewert; motion passed unanimous.

The following bills were presented for payment:

Direct	Waste Management	\$4586.80
Direct	Xcel Energy	\$1156.98
Direct	Visa Card	\$289.40
13206	Acme Tools	\$476.36
13207	VOID	VOID
13208	DDC Lawncare & Landscaping	\$425.00
13209	East Central Regional Water Dist	\$246.16
13210	Farmers Union Oil	\$342.53
13211	Florian's Excavating	\$8322.00
13212	Grand Forks Utility Billing	\$50.00
13213	Hillsboro Banner	\$540.36
13214	Ironhide Equipment	\$5500.00
13215	M & K Porta Potties	\$1180.00
13216	Midco	\$49.53
13217	Nilson Brand Law	\$88.50
13218	North Star Mutual Insurance	\$38.00
13219	Spike's Construction	\$12054.50
13220	Thomas Moe	\$150.00
13221	Travis Soderberg	\$135.05
13222	Xcel Energy	\$25.90
13223	Acme Tools	\$1670.89
13224	Jaqueline Siewert	\$1616.13
13225	Vector Disease Control	\$645.00

Keaton Flanagan inquired about the Acme Tools bill for the generator if there had been problems with the generator. Jackie Siewert explained that bill was for the service that had been performed earlier in the year. A past due letter was received and after calling it was discovered the email address they had on file was for a past auditor. The account has now been updated. Jeff Siewert motioned to approve the bills; Holly Aamold seconded the motion; motion passed unanimous.

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

Mayor Soderberg advised the council that he had asked Mike Bibow, AE2S, to inspect the lagoon from an engineer's point of view to see if the city's lagoon size is adequate in its capacity for the size of our city and funding options available for current and future repair costs if needed. Mike Bibow stated that he saw the same erosion as was noted in the recent inspection by the state. Mr. Bibow also stated that once the results of the sonar imaging of the lagoons are received from TeamLab that will give us better idea on the capacity. As for size, the city's lagoon is similar to the lagoons in Thompson and Reynolds. Mr. Bibow suggested that AE2S could do an analysis study to give a better idea of what is needed. It could possibly be just structural and gate issues. Mr. Bibow stated that he spoke with Abby Ritz, AE2S Funding Programs Specialist and she stated that September through October is when funding opportunities are more open and available for wastewater infrastructure projects. Abby could submit potential project information to the state to at least get on the list for funding if needed. Ben Hershey made a motion to hire AE2S to pursue funding and grant research for any future project(s) at the lagoon; Keaton Flanagan seconded the motion; motion passed unanimous.

Mike Bibow, AE2S, presented the council with the completed city infrastructure maps. There is a parcel map, sanitary sewer line map, storm sewer drainage map, water line map and a map with all five maps combined. The current approximate cost for the maps is \$2600.00. The maps will be updated with the current zoning. Holly Aamold made a motion to accept the maps completed by AE2S; Ben Hershey seconded the motion; the motion passed unanimous.

Mayor Soderberg advised the council that he was contacted by Nilson Brand Law that the Traill County Sheriff brought a dog bite complaint to them. August 26th the complainant was walking their dog with while her child was riding their

bike ahead of her. An unleashed dog came from the trailer court and bit the child from behind. The child kept riding to get away from the dog. Mayor Soderberg reached out to the complainant. The bite did break the skin but thankfully was not severe. Nilson Brand Law will be sending the resident a letter advising them of the city's ordinance that was broken. Mayor Soderberg wants to remind all residents that pets need to be kept secure whether by a leash or within a fenced area.

Mayor Soderberg advised the council that he had contacted Burley's Tree Service for a quote for the removal of an evergreen tree from Broadway and trimming of trees that hang over lower than 15 feet onto the city streets and reduce the ease of traffic through the alleyways for mosquito spraying and snow removal. Travis drove with Kim Burley through town and showed him areas of concern. Burley's Tree Service estimated for the tree removal on Broadway and tree trimming for city streets and alleyways would be approximately three days of work at \$3800/day or \$11,400.00. If the work is less than three days the price would be adjusted accordingly. After a brief discussion the council agreed for the safety and ease of snow removal the alleys should also be done this year. A public notice would be put out on Facebook and the city's web page prior. Ben Hershey made a motion to hire Burley's Tree Service for three days to complete tree trimming throughout town; Jeff Siewert seconded the motion; motion passed unanimous.

Mayor Soderberg presented the council with a quote that the City of Buxton received from Florian Excavating for \$6,500.00 to repair and reseed the banks of the city lagoon to prevent future erosion in regard to the inspection by the state back in June. Keaton Flanagan made a motion to accept the quote from Florian Excavating for \$6,500.00 to repair and reseed the banks at the city lagoon; Ben Hershey seconded the motion; motion passed unanimous.

Mayor Soderberg advised the council that he purchased a new pump from Acme Tools to pump water from the lagoon. There were two pumps in the city shed that Travis was unable to get to work. Ben Hershey suggested donating the inoperable pumps to the Central Valley Tech Ed. Travis stated that he would contact Tait Simonson, the tech ed instructor.

Ben Hershey inquired how long the city was going to keep the porta potties at the park. Mayor Soderberg stated that one porta potty will be picked up next service if it hasn't already been and the second porta potty could probably be picked up mid-October. Ben Hershey also suggested that we look at putting up signs for no motorized vehicles in the park. There have been reports of motorcycles and golf carts driving around the park.

Mayor Soderberg advised the council that he received a quote from JB Surfaces for the pickleball court and the basketball court. JB Surfaces is a company out of Fargo, ND that sprays on a surface over the concrete including the painted lines. The cost for a pickleball court is \$9,448.00 and the basketball court is \$11,247.00. A quote was also given for pickleball equipment to include surface mount posts and two nets for \$1,500.00. The painted lines last an average of 7 to 10 years. The Grand Forks Park District uses this company. Travis encouraged the council member to check out one of many courts in Grand Forks. Travis tabled the topic for future discussion, in the meantime, we will need to look at grant options for next year.

Jackie Siewert, city auditor, advised the council that \$1492.00 was received from the Sunnyside Lemons to be credited towards the cost of the repairs of the memorial at the park.

Mayor Soderberg advised the council that TeamLab will be spraying the lagoon this Friday.

Mayor Soderberg advised the council that he did not meet with Jim Murphy in regards to the city lots.

Mayor Soderberg advised the council that at this time there will be no further discussion about any development at 503 Broadway.

Jackie Siewert, city auditor, advised the council that she received information from First State Bank that their First State Bank Digital Banking software has an ACH program. A template can be set up with the customer's name, account number, account type (checking or savings), routing number and the account we would like the funds to go to. Once the template is set up, we can fill in the amount that we want to pull from the customer's account and submit the batch for processing each quarter. You can change the amounts and add or remove customers very easily. There is a \$25 monthly fee for this program. Keaton Flanagan made a motion to utilize the ACH program that is available through the First State Bank Digital Banking software for a monthly fee of \$25; Ben Hershey seconded the motion; motion passed unanimous. Jackie stated that she would create an ACH form that the residents can submit with their banking information. The goal is to have the ACH program initiated and available for residents to use by the first of the year.

Jackie Siewert, advised the council that we still currently have \$12,251.93 in the Prairie Dog Funds savings account that will be soon transferred out and applied towards the upgrades recently done to the lift station. Jackie also confirmed that \$6,953.80 has been received from the state called Flex Transport City County. The potential uses for these funds is broader than the municipal infrastructure funds. For example, it includes roads and bridge infrastructure both paved and unpaved. As with the other special funds we have received they to also need to be in a separate account. Jackie spoke with Kathy Visbee at First State Bank and confirmed that the name on a savings

account can be changed. Jackie stated that once the remaining Prairie Dog Funds are transferred to the general checking account to be used instead of closing the savings account and opening a new one the name of the account can simply be changed to the new name of funds received. Jeff Siewert made a motion to change the name of the current savings account Prairie Dog Funds after the remaining funds of \$12,251.93 have been transferred out to the new savings account name of Flex Transport City County; Holly Aamold seconded the motion; motion passed unanimous.

Jackie Siewert advised the council that she received a letter from the ND Health & Human Services notifying the city of changes that have resulted after the state's 69th legislative session. Changes effective August 1, 2025, the department shall waive the license and inspection requirement for any mobile home park, recreational vehicle park or campground owned by the state or a political subdivision. Our current license will expire September 15, 2025 and will not need to be renewed.

Mayor Soderberg advised the council that the new ToolCat from the municipal trade-in program through IronHide Equipment has been delivered. The snow blower was brought in for a recall and still has to be returned. Jackie advised the council that she has updated the insurance for the new ToolCat.

Mayor Soderberg advised the council that any residents that need any dirt to fill in any holes in their yards there is some available at the lagoon.

Mayor Soderberg as well as the council agreed that the city workers are doing a wonderful job at the lagoon.

Mayor Soderberg advised the council that next city council meeting will be October 8th.

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

City Auditor

Council Member

Mayor