

August 6, 2025
City of Wilton
Agenda

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve Meeting Minutes
5. Approve Special Meeting Minutes
6. Finalize Agenda
7. City Maintenance Report

8. Old Business
 - A. Hall Roof – Update
 - a. Estimates
 - B. Improvement Project
 - a. Moore Engineering
 - b. Tand
 - C. 2026 Budget
 - a. Set Hearing Date Date
 - D.
 - E.

9. New Business
 - A. Gaming Applications
 - a. 1st Presbyterian Church –
 - b. American Legion Aux.
 - B. Garbage Contract – Rate Increase
 - C. Memorial Hall – EMS Training
 - D. Appoint Vice President of Board
 - E. Bank Authorization
 - F. League of Cities Conference - Sept 17-19

10. Reports
11. Bills
12. Adjournment

July 16, 2025

Unofficial Minutes

A regular meeting of the Board of City Commissioners was held on July 16, 2025, at 7:00 p.m. at the City Meeting Room. Present Commissioners John Clausen, Bernell Hedstrom, Lisa Hedstrom, Mike Schmit and President LeeAnn Domonoske-Kellar.

Motion made by L. Hedstrom and seconded by B. Hedstrom to approve the meeting minutes from July 2, 2025 as presented. All present voted aye, motion carried.

Motion made by L. Hedstrom and seconded by Schmit to approve the agenda as presented. All present voted aye, motion carried.

Motion made by L. Hedstrom and seconded by Schmit to approve pay application 19 for Tand Construction as presented. All present voted aye, motion carried.

City Engineer, Aj Tuck, gave an update on the funding for the Improvement Project. Tuck also updated the board on the remaining work to be completed.

Comm. Schmit is still looking for a contractor to fix the Memorial Hall roof. Schmit stated due to the cost, a pitched roof is not financially possible at this time. Comm. Schmit and L. Hedstrom will both reach out to contractors for estimates for a flat roof.

General discussion was held about the 2026 budget.

Mary Podoll was present on behalf of the Baldwin Greenhouse. Podoll would like to start a farmers market at the Wilton Pond on Thursday evenings. Podoll stated she will keep a list of all vendors, make sure the area is cleaned afterwards and will not be charging a vendor fee. **Motion made by Schmit and seconded by L. Hedstrom** to approve Podolls request and to waive all transient merchant fees in 2025. All present voted aye, motion carried.

Dave Krien was present to discuss his water and sewer line. Kriens house and body shop currently share a single line for each service. Krein stated he has been asking for the 2 buildings to be separated for the past 2 years and wanted it done before the roads were paved. The work Krien in requesting is not part of the Improvement Project and he would be responsible for all costs.

Motion made by Clausen and seconded by Schmit to approve the 5-year printer lease with Advanced Business Methods as presented. All present voted aye, motion carried.

Motion made by Clausen and seconded by Schmit to approve the 2025 and 2026 District Court Contracts as presented. All present voted aye, motion carried. The Wilton City Municipal Judge

Position will be eliminated and the South Central Judicial District Court will take over handling all citations and court hearings.

Motion made by Clausen and seconded by Schmit to pay bills as presented. Roll call vote. Aye: Comm. Clausen, B. Hedstrom, L. Hedstrom, Schmit and Pres. Domonoske-Kellar. Motion carried.

With no other items for discussion Pres. Domonoske-Kellar declared the meeting adjourned at 8:47 p.m.

-89489 Job Service of ND 100.15	22253 Advanced Business Methods 156.35
-89488 ND Office of State Tax Commission 155.76	22254 Power Plan 296.59
-89487 US Treasury 4,571.29	22255 ND Once Call 41.35
-89486 NDPERS 2,296.39	22256 Arrow Service Team 1,200.00
-89485 NDPERS 26.00	22257 Dakota Supply Group 433.14
-89484 NDPERS 185.00	22258 Farmers Union Insurance 3,182.00
-99559 Visa 2,326.54	2225 - 22254 Void
22245 Justus Bradford 392.95	22265 NABCO 81.52
22246 Jonah Miller 983.07	22266 Dennis Dockter 1,564.72
22247 Landyn Miller 740.44	22267 Dean Larson 1,897.91
22248 Tessa Miller 759.63	22268 Pattie Solberg 2,000.00
22249 Amanda Fetzer 150.00	22269 Jonah Miller 541.29
22250 Geri Wolf 150.00	22270 Landyn Miller 337.43
22251 Nordak North Publication 175.20	22271 Stella Rust 675.70
22252 Circle Sanitation 9,201.75	22272 Justus Bradford 290.44

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.

July 30, 2025

Unofficial minutes

A special hearing of the Board of City Commissioners was held on July 30, 2025, at 6:00 p.m. at the City Meeting Room. Present Commissioners John Clausen, Bernell Hedstrom, Lisa Hedstrom and Mike Schmit.

Motion made by Schmit and seconded by Clausen to approve the agenda as presented. All present voted aye, motion carried.

Motion made by Clausen and seconded by Schmit to apply for a grant from the Department of Water Resources to help cover engineering fees for the Water and Sewer Improvement Project. All present voted aye, motion carried.

With no other items for discussion Comm. L. Hedstrom declared the meeting adjourned at 7:01 p.m.

Pattie Solberg, City Auditor

LeeAnn Domonoske-Kellar, Pres.



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (9-2023)

Applying for (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games to be conducted ☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

Name of Organization or Group First Presbyterian Church of Wilton		Dates of Activity (Does not include dates for the sales of tickets) September 6, 2025	
Organization or Group Contact Person Joe Hall	E-mail jehall3006@gmail.com	Telephone Number 701-226-6743	
Business Address 401 Dakota Ave.	City Wilton	State ND	ZIP Code 58579
Mailing Address (if different) PO Box 365	City Wilton	State ND	ZIP Code 58579

SITE INFO

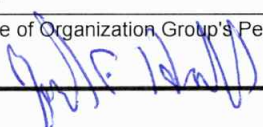
Site Name First Presbyterian Church		County McLean	
Site Physical Address 401 Dakota Ave.	City Wilton	State ND	ZIP Code 58579
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) Drawing to be held on Sept. 6, 2025			

PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
Raffles	See attached List	
Total (limit \$40,000 per year)		\$ 3375⁰⁰

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds New sidewalks and attic repairs	
Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240) ☐ Yes ☒ No	
Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit) ☐ Yes ☒ No	
Has the organization or group received a local permit from any city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded) ☒ No ☒ Yes - Total Retail Value: (This amount is part of the total prize limit for \$40,000 per fiscal year)	
Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.) ☐ Yes ☒ No	

Printed Name of Organization Group's Permit Organizer Joe Hall	Telephone Number 701-226-6743	E-mail Address jehall3006@gmail.com
Signature of Organization Group's Permit Organizer 	Title Elder	Date 7-24-25

Information required to be preprinted on a standard raffle ticket:

1. Name of organization;
2. Ticket number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player, or option to convert a merchandise prize to a cash prize that is limited to the lesser of the value of the merchandise prize or eight thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. For an organization that has a permit, print the authorizing city or county and permit number;
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time for each drawing and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and physical street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of a ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an unguaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

PRIZE RESTRICTIONS:

A single cash prize cannot exceed \$8,000

The retail value of a merchandise prize cannot exceed \$8,000.

The **total** of all cash prizes and retail value of all merchandise prizes for all games cannot exceed \$40,000 per year.

If the value of the planned cash and merchandise prizes exceed \$40,000, the organization or group must reduce the prizes to this limit or a nonprofit corporation may apply for a state gaming license with the Office of Attorney General.

LOCAL PERMIT AND RESTRICTED EVENT PERMIT DIFFERENCES:

	Local Permit	Restricted Event Permit
Number of events per year	Limited by prizes	One
Must file an information report	Yes, if political party	Yes
May pay employees compensation	Yes	No
Must use chips as wagers	No	Yes
Use of net income	Unrestricted	Restricted
Games allowed	Bingo Raffles Sports Pools	Bingo Raffles Sports Pools Poker Twenty-One Paddlewheels

Compared to a "Local Permit," an organization or group with a "Restricted Event Permit" may conduct three more game types, but is restricted to one event per year, must file a "Report on a Restricted Event Permit" with the city or county and Office of Attorney General, and disburse net income to eligible uses. These uses are described by North Dakota Century Code 53-06.1-11.1(2) and North Dakota Administrative Code 99-01.3-14-02. Refer to the backside of the "Report on a Restricted Event Permit" form for a general list of eligible uses.

For a Restricted Event Permit, one method to ensure that the total of all cash prizes and retail value of all merchandise prizes do not exceed \$40,000 is to charge each player a standard amount at the start of the event for a certain number or value of chips. If a player loses all of the player's chips, the player may re-buy chips. The player would play games and, at the end of the event, the organization would auction merchandise prizes to the players. The player who bid the highest number or value of chips for a prize would win that prize. For those players who have chips but did not successfully bid on a prize, the organization may redeem the chips for a predetermined cash value per chip. For this method, the value of the players' chips redeemed for cash is no a prize.

First Presbyterian Church of Wilton Raffle - Tickets

Red Shed Americana Bench	Value \$200
Hand-made Quilt	Value \$400
Blackstone 22 in Hard Top Griddle w/ Cart	Value \$200
Outdoor Revival 45 Qt Cooler w/ wheels	Value \$250
Leupold 10x42 Binoculars w/ Case	Value \$200
Pearson's Green Acre Meats Gift Certificate	Value \$250
(2) Black Sierra Highview Directors chairs	Value \$150
DeWalt 14 in - 20V Folding String Trimmer	Value \$240
Runnings Gift Card	Value \$200
Amazon Gift Card	Value \$200
15 Pc Chicago Cutlery set w/ Block and Sharpener	Value \$120

Raffle Prizes for Fish Fry (Chinese Raffle) First Presbyterian Church of Wilton

Wine Cheese Basket	2 @ \$50	\$100.00
Kids Doll Basket		50.00
Produce Basket		\$30.00
Home-made Jam's Basket		\$30.00
Pearls Basket	3 @ \$25	\$75.00
Country Line Gift Card	2 @ \$25	\$50.00
Hetty Jacket		\$75.00
Hunting Box		\$100.00
Home-made croffs Basket		\$40.00
Bread forats Basket	2 @ \$40	\$80.00
Beer and Mugs Basket		\$50.00
Table Runner Place Settings		\$50.00
Kids Sports Box		\$50.00
Toy Baskets	2 @ \$40	\$80.00
Card Beers Animals		\$30.00
Tools / Equipment Box		\$75.00

\$965



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (9-2023)

Applying for (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games to be conducted ☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

Name of Organization or Group Louis Ousley American Legion Auxiliary		Dates of Activity (Does not include dates for the sales of tickets) 09/15/2025-12/15/2025	
Organization or Group Contact Person Mary Boyd	E-mail boydmary797@gmail.com	Telephone Number 701-226-6580	
Business Address	City	State	ZIP Code
Mailing Address (if different) PO Box 305	City Wilton	State ND	ZIP Code 58579

SITE INFO

Site Name County Line Cafe	County McLean
Site Physical Address 614 Burleigh Rd	City Wilton
	State ND
	ZIP Code 58579

Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.)

We do an annual raffle to raise money for the Wilton and surrounding areas veterans. We start selling tickets 09/15/2025-12/15/2025.

The tickets are \$10 each. We only sell 1,000 tickets. Drawing will be held 12-15-25

PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	RUG 10/22 75th Natural 22 and Tau G3C 9mm (each \$350)	700
Raffle	County Line Cafe, DW Meats, Green Acres Meats, Hefty, Krause's Grocery, R	1100
Raffle	Duffle Bag (\$50); Cooler (\$35); Sky Zone 30 min passes x3 (\$30)	115
Total (limit \$40,000 per year)		\$ 1,915

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds
Referenced on attached page. Supported 22 different programs.

Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)
☐ Yes ☒ No

Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit)
☐ Yes ☒ No

Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded)
☐ No ☒ Yes - Total Retail Value: (This amount is part of the total prize limit for \$40,000 per fiscal year)

Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.)
☐ Yes ☒ No

Printed Name of Organization Group's Permit Organizer Mary F. E Boyd	Telephone Number 701-226-6580	E-mail Address boydmary797@gmail.com
Signature of Organization Group's Permit Organizer 	Title Treasurer/President	Date 7/31/25

These are the prizes for the 2025 raffle and value:

1. RUG 10/22 75th Natural 22 \$350
2. Tau G3C 9mm \$350
3. 3Be Meats \$100
4. Cashwise Grocery \$100
5. Cenex \$100
6. County Line Café \$100
7. DW Meats \$100
8. Green Acres Meats \$100
9. Hefty \$100
10. Krause's Grocery \$100
11. Robi's Repair \$100
12. Scheels \$100
13. Sportsman Bar \$100
14. Duffle Bag \$50
15. Cooler \$35
16. Sky Zone 30 min passes x3 \$30

Total: \$1,915

Funds raised in 2024 supported these programs:

1. Memorial Day Celebration Regan, ND
2. ND Girls State for Wilton School
3. ND Veterans Cemetery Mandan, ND
4. Veterans Home of Lisbon
5. Trunk or Treat
6. Fargo VA Activities
7. Military Band
8. PTSD Dog Training
9. Winter Sports for Disabled Veterans
10. Wilton Archery Team
11. Veterans Day Celebration Wilton, ND
12. Wilton Food Pantry
13. Wilton Fire Department
14. Wilton Ambulance Service
15. Heart and Neck Pillows for Veterans on Veterans Day

- 16. Child Welfare
- 17. Fischer House
- 18. Wreaths Across America
- 19. Annies House
- 20. VA US Department of Veterans Affairs Military Sex Trauma
- 21. Tragedy Assistance Program for Survivors (TAPS)
- 22. American Legion Auxiliary Emergency Fund

May Fe Boyd

Current

Circle City

Mid Contract Increase for years 3-5

Res 18.25 20.08

Extra Tote 5.75 6.33

loose 23.50 25.85

1 57.50 63.25

1.5 70.50 77.55

2 82.00 90.20

3 109.50 120.45

4 137.50 151.25

6 192.00 211.20

8 243.50 267.85

New Rate

Circle

10%

11%

12%

13%

14%

15%

Res 18.75 20.63 0.55 20.81 0.73 21.00 0.92 21.19 1.11 21.38 1.30 21.56 1.48

Extra 96 gal Tote 6.00 6.60 0.27 6.66 0.33 6.72 0.39 6.78 0.45 6.84 0.51 6.90 0.57

loose 23.50 25.85 - 26.09 0.23 26.32 0.47 26.56 0.70 26.79 0.94 27.03 1.18

1 63.25 69.58 6.33 70.21 6.96 70.84 7.59 71.47 8.22 72.11 8.85 72.74 9.49

1.5 77.50 85.25 7.70 86.03 8.48 86.80 9.25 87.58 10.03 88.35 10.80 89.13 11.58

2 90.25 99.28 9.08 100.18 9.98 101.08 10.88 101.98 11.78 102.89 12.69 103.79 13.59

3 120.50 132.55 12.10 133.76 13.31 134.96 14.51 136.17 15.72 137.37 16.92 138.58 18.13

4 151.25 166.38 15.13 167.89 16.64 169.40 18.15 170.91 19.66 172.43 21.18 173.94 22.69

6 211.25 232.38 21.18 234.49 23.29 236.60 25.40 238.71 27.51 240.83 29.63 242.94 31.74

8 268.00 294.80 26.95 297.48 29.63 300.16 32.31 302.84 34.99 305.52 37.67 308.20 40.35

*Blue number is the increase over what the city currently charges

Bill Summary
August 6, 2025

-99558 BCBS of ND	Insurance	3,534.46
-99557 Verizon	Utilities	218.74
-99556 Visa	Shop and Ground Supplies	435.03
-89483 NDPERS	Def. Comp.	185.00
-89482 NDPERS	Retirement	2,296.39
1072 Tand Construction	Improvement Project	69,214.61
22273 McLean County Sheriff	Police Protection	13,834.83
22274 Rebecca Erdmann	Hall Refund	200.00
22275 Dakota Supply Group	Water Supplies	485.39
22276 Farmers Union Oil	Fuel	1,391.38
22277 Montana Dakota Utilities	Utilities	118.99
22278 Ottertail Power	Utilities	2,641.18
22279 SCRWD	Water Purchase	12,670.40
22280 Bek Communications	Utilities	99.57
22281 ND Dept of Health	Water Sample	27.00
22282 Brady Martz and Associates	2024 Audit	15,750.00
22283 ND Rural Water	Dues	270.00
22284 Dennis Dockter	Salary	1,564.72
22285 Lori Grey	Salary	212.40
22286 Dean Larson	Salary	1,897.91
22287 Pattie Solberg	Salary	2,000.00
22288 Tru Community Bank	HSA	100.00

\$ 129,148.00