

**City of Buffalo**  
**City Council Meeting**  
**March 9<sup>th</sup>, 2028**

Meeting called to order at 6:31 PM by Mayor Jager

Council members present; Mayor Jager, Peterson, Steckler, Lawson, Haseleu

Council members absent:

Guests present: Shelby owner of Viking Vines, Tiffany Levitt, Deputy Quittschreiber, Sheriff Jahner, Kelsey Hirsh, and Auditor Richman

Motion to approve February 9th minutes by Steckler seconded by Haseleu. MCU

Motion to approve the agenda as stated with modifications and deviate as needed by Haseleu, seconded by Peterson. MCU.

Discussion regarding the Ottertail Power renewed Franchise Agreement to construct, install, and maintain within the City of Buffalo, an electric light and power system and transmission lines and to operate the same and to install conduits, poles, wires, pipes and other fixtures, upon and under the streets, alleys, bridges, and public grounds of said City for the purpose of furnishing electric light, heat and power to the City and the inhabitants thereof. The current agreement is for 20 years and would propose the same for the renewed Franchise Agreement. The city is allowed to charge a franchise fee for the agreement to members of the community to be collected by Ottertail and then returned from Ottertail to the City. At this time council does not feel including a franchise fee is needed.

Motion to approve the proposed 20-year Ottertail Power Company Franchise Agreement without the franchise fee by Steckler, seconded by Lawson. MCU.

Motion to approve Moore Engineering to develop and submit a Project Information and Planning Form for the ND Water Distribution System Improvement project, to be included on the 2027-2029 Water Development Plan maintained by the ND Department of Water Resources by Steckler, seconded by Haseleu. MCU.

Park Board – won't be providing flowers on Main Street this year with the road construction, unsure if they will be providing Easter basket services as depends upon the weather.

JDA – no updates

**Historic Preservation**

- 2024 CLG Grant - Work continues on the website for the Historic 1916 Buffalo High School. The grant completion date for this project is September 30. The federal funding approved is \$5,708 and the required match is \$3,730 from the Buffalo Historical Society.
- 2025 CLG Grant - We met with the contractor, Geray Construction, in February and anticipate work to start this spring with weather permitting. Federal funding is \$28,245 to restore and weatherize the twenty windows on the main level of the High School, and the required match from the Buffalo Historical Society is \$19,026 to complete other projects in conjunction with the upgrade to the windows. We will obtain a building permit for this project when we know a starting date.

- 2026 CLG Grant - The 2026 CLG Grant application was submitted February 20, 2026 with a total comprehensive budget of \$32,125 with a request for federal funds in the amount of \$19,050 and a match for the grant of \$13,075. Approval and the grant contracts may not be finalized until August 2026.
- The main project is necessary to address settlement and subsequent uneven ground issues on the east side of the Historic 1916 Buffalo High School, and to stabilize and relocate the 1902 Bell Tower on to a new concrete pad and sidewalk. Proper drainage and use of dirt fill is essential for soil stability and protecting the property from water damage. This involves moving the stately bell tower to a new 9' x 9' concrete pad and a new 20' x 6' sidewalk, and replacing flooring and rotten wood. Refreshed landscaping, lighting, permanent picnic tables, and a custom plaque will showcase the heritage and history of this landmark, and provide a welcoming atmosphere for visitors.

Council reviewed 51 calls for service of which 30 were community orientated policing and 9 were building checks from February from Deputy.

Sheriff Jahner gave a presentation on the following highlights for 2025:

- Have approximately 267 employees; 27 of which are patrol units and 148 are with the jail.
- Civil Process papers served 10,307; Warrants received 3693, both an increase over 2024.
- Calls for service went down to 46,373 from 48k in 2024.
- The amount of time spent patrolling in Buffalo was 192:56 which was down from 2024.
- The amount of mental health calls has been increasing across the county.
- Seized \$100,478 as part of the Drug Task Force

Daycare has cabinets ready to be installed.

Levitt proposed council to create a new ordinance for chickens for the city and is willing to pay a permit fee to have the chickens.

Jager found and presented local ordinances for local areas that had available online for review to include Hunter, Casselton, Horace, West Fargo, and Fargo.

Steckler will work on creating a Chicken Ordinance to present to council during April meeting for a first reading.

Motion to approve the financial report and pay the monthly bills by Lawson, seconded by Haseleu. MCU.

- Buffalo Food Market \$163.21; Cass Rural Water \$2265.50; Cass County Reporter \$131.38; City of Fargo \$14; Elan Financial \$199, \$25.99; Fat Man Trash \$3992.29; Kasowski Tire and Service \$52.19; Lake Agassiz \$250; ND Sewage \$5295; Xcel \$170.09, \$133.32; Ottetail \$1690.34; payroll for Richman, Berger, and Fry.

2025 End of Year Financial Statement Review:

- Request to transfer from GEN to SWG \$20,516.58 which includes wages for Harmony, Harold, Jim and Anna for their work on SWG. This has been transferred for the past few years as the levied budget includes wages across all areas to help accommodate the SWG Fund. The SWG

Fund is not included within the yearly budget requests, but accounted for with the yearly City Budget.

- Request to transfer from GEN to Garbage fund \$6,801.12. The garbage account did not have sufficient funds from within and was short, even after the deposit of transfer for wages above. We can't have negative values in the funds, so transferring from GEN to balance the account to zero.

Motion to approve the 2025 End of Year Financial Statement, to transfer from GEN To SWG \$20,516.58 for wages incurred for the SWG account and transfer from GEN to Garbage Fund \$6,801.12 for by Haseleu, seconded by Peterson. MCU.

Junk Ordinance – no action will be taken at this time

Reviewed Late SWG accounts – account 126 will have a flag and locate the shut off, will be shut off on Monday if bill is not paid in full.

Motion to donate \$100 to Maple Valley Post Prom by Steckler, seconded by Lawson. MCU.

Motion to move forward with the RV Park expansion pending the Park Boards confirmation by Steckler, seconded by Lawson. MCU.

Discussion held regarding blading and bringing in some gravel on Front Street potholes where the digging had occurred.

Tax Equalization Board Meeting on Monday, April 13<sup>th</sup> @ 6:30 PM

Next City Council Meeting is Monday, April 13<sup>th</sup> following Tax Equalization Board Meeting.

Motion to adjourn at 8:15 PM by Steckler, seconded by Peterson. MCU.

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Harmony Richman, Auditor