

**Agenda for Mercer City Regular Meeting
Thursday, January 8th, 2026
Mercer City Hall @ 7pm CST**

1. Open Meeting
2. Pledge of Allegiance
3. Roll Call
4. Minutes from December 11th, 2025, regular meeting
5. Financial Report(s)
 - a. the current available (remaining) municipal infrastructure fund bill (“operation prairie dog”) is \$17,345.20
6. Discuss paid bills (auto pay) & bills yet to be paid
7. Water Reports & Unpaid Bills
 - a. Unread Meter Report
8. Park Report
9. New Mercer Community Center Report

Old Business

1. An email received 12-26 was about the Evolv.Inc./Gov Card monthly charge of \$19.95 per month was a PCI DSS (Payment Card Industry/Data Security Standard) non-compliance fee. And effective January 20, 2026, the monthly fee for merchants who are not compliant with PCI DSS standards will increase from \$19.95 to \$39.95. Mercer had been charged \$19.95 each month since August 29th 2025 x 4 months = \$79.80. A new PCI DSS Compliance Certificate was obtained on 12/26/2025 and is good for one year.
2. 2026 City Election Cycle: Petition packets are ready for anyone that chooses to run for a city office. The following was published in the last edition of the official city newspaper for 2025.
3. Received the requested gaming proceeds check of \$1,650.00 from the Turtle Lake American Legion Post 133. Midwest Doors is scheduled to install the shop door open on January 29th 2026 for the amount of \$1,619.00 (est.)
4. Discuss new City Auditor office & ledger organization progress to date. Review Auditor contract with council.

New Business:

1. New (updated) Bravera Credit card arrived in mail and has been activated through **a new 3rd party bank sponsored portal.**

First 2026 city election notice has been published in the official city newspaper in the last issue of December 2025:

Mercer City 2026 Election Notice: (as printed in the official city newspaper) Beginning January 1st 2026, Petitions/Certificate of Nomination (SFN 2704 & Statement of Interests (SFN 10172) will be available at the Mercer City Hall Office during our regular office schedule of: Tuesdays and Thursdays from 3:00 pm to 7:00 pm. Office will be closed on all US Holidays.

The aforementioned documents may also be downloaded from our website at: mercercitynd.org

The positions that are on the June 2nd ballot:

One (1) position as Mayor (2-Year Term) 4 Signatures needed

Two (2) positions on the City Council (4-Year Terms) 3 signatures needed

Dates to Remember: Earliest day to begin circulating petitions: Thursday, January 1, 2026

Earliest day to file petitions: Friday, January 2, 2026

Last day to file petitions: 4:00 pm, Monday, April 6, 2026

2nd Tuesday in June – Primary Election Day: Tuesday, June 9, 2026

2. Designating depository's requirement. The governing board of any public corporation, except the board of supervisors of any township and the school board of any common school district, at its regular meeting in January of each even-numbered year, **shall assemble and examine all outstanding bonds** and require new bonds whenever necessary in order to comply with the provisions of this chapter. If no regular meeting of the board in January is required by any other law, the board shall assemble for said purpose not later than the third Tuesday in January. **At such meeting, the board shall designate depositories of public funds in accordance with the provisions of this chapter.**
3. "Microsoft 365 Personal" subscription has been canceled and will end January, 16 2026. Would otherwise be charged \$99.99 + \$5.00 (estimated) tax every year.
4. The current Quicken subscription will auto-renew January 16, 2026 for \$77.88 per year.
5. Membership invoice from the Coal Conversion Counties(McLean, Mercer and Oliver Counties)
6. How often should we be inspecting the sewer lift station? There is training for O&M Waste Water Mgrs. available beginning January 20th in Beulah.

7. The printer was hacked into about a month ago as there were papers that were printed at random that had some odd code in the top margins. The main problem was that I had the printer on “Wi-Fi Direct” a printer option. The WRT technicians corrected that and they did recommend a separate anti-virus program.

Norton is \$29.99 1st year, then auto renews @ \$59.99

McAfee is \$29.99 1st year then auto renews @ \$124.99.

Auditor has also changed the Wi-Fi password

8. Auditor visited with Grant at Bravera about an office scanner for batch deposits of checks: Asking \$40.00 per month which the Auditor challenged, Grant said that he could probably get reduced to \$5.00 per month + a capture fee of .05 per check. This would allow auditor to deposit checks without requiring a weekly drive to Bravera Bank in McClusky.
9. Discuss removing or deactivating accounts from the “unread meter” & “main” roster that don’t have a curb stop/meter.
10. ND DEQ (North Dakota Division of Environmental Quality) – 2026 Water sampling schedule, the 2026 Examination & Spring Training Classes.
11. List of Quarterlies that will need to be filed by the end of January 31st 2026:
 - a. 4th qtr. 2025 Federal 941
 - b. 4th Qtr. 2025 WSI report & fee
 - c. 4th Qtr 2025 Job Service & fee
 - d. ND DEQ Distribution System Disinfectant Residual Summary – sent 1/5/2026
12. Mil Levy sheet for 2026

Public Comment:

Adjourn Meeting

Bills on “Auto Pay”& Bills that need to be paid:

Auto Pay Bills:

Otter Tail (all accounts) – December bills \$554.16 - (auto pay 01/05/2026)

Need to set up auto pay from the “appropriately responsible” accounts. i.e. park, sewer, etc...

McLean Sheridan Rural Water \$1428.05 (city base rate & usage) (auto pay on 01/15/2026)
Beginning with the January 2026 bill, base rate is increasing from the 2025 rate of \$737.75 to \$752.50 in 2026, an increase of \$14.75 (McLean Sheridan Rural Water \$1428.05 (city base rate & usage) (mistakenly sent remote bank check 12/15/2025 so paid twice) will have a credit balance toward the January bill)

Waste Management \$1,237.78 January Bill (auto pay scheduled for 01/22/2026)

West River Telephone December Bill - \$178.18 auto pay scheduled for 12/15/2025 - “Secure It” monthly charge of \$4.95 is going away January 1st. as the Wi-Fi equipment already has security built into the software, and Auditor Volochenko did cancel the “Westnet Domain Name Hosting” for \$14.95 on December 12th 2025. Total monthly savings of \$19.99.

West River Telephone January Bill - \$153.98 auto pay scheduled for 01/15/2026

Manual Pay:

McLean Sheridan Rural Water-December Billing \$248.80

ND Dept of Health (December Water Testing) \$27.00

City Park Water Bill #81 - \$53.00 Bill handed over to park committee.

Old MCC Water & Sewer Bill #79 - \$142.56 November & December Bill will be paid from acct. #1360

Co-Op Elevator of McClusky December Statement - \$369.60 (120 gallons of dyed #1)

City Council Wages:

Mayor Ken Thomsen: \$692.60 for 5 months

Auditor Kathrin Volochenko: Gross \$5,000.00 net \$4,617.50 (pending approval of contract satisfaction)

Council Member Dan Gardiner: \$281.70 for 4 months

Council Member Erika Lorenz: \$69.26 for January

Council Member Gary Volochenko: \$774.68 for 11 meetings

Council Member Randy Zinke: \$69.26 for January

Credit Statements:

Napa Auto Parts - Credit Statement (\$14.42) dated 09/30/2025

McLean Sheridan Rural Water \$1428.05 (city base rate & usage) (mistakenly sent remote bank check 12/15/2025 so paid twice) will have a credit balance toward the January bill.

ND Job Service – Credit Statement for unemployment tax overpayment (\$27.21) will be used for the 4th Qtr 2025 filing.

