

MINUTES OF THE SPECIAL MEETING
OF THE HALLOCK CITY COUNCIL
MONDAY, MAY 23, 2022

CALL TO ORDER

Mayor Dave Treumer called the special meeting of the Hallock City Council to order at 5:33 pm on May 23, 2022. Those Present: Mayor Dave Treumer, Mike Totleben, Naomi Larson, Kevin Waller and Jennifer Peterson.

Also present: City Clerk-Administrator Aimee Sugden and Kittson County Enterprise Reporter Anna Jauhola.

APPROVE AGENDA

Councilor Waller motioned to approve the agenda. The motion was seconded by Councilor Totleben and carried unanimously.

APPROVAL OF MINUTES

Councilor Waller moved to approve the minutes of the regular Hallock City Council Meeting on May 2, 2022. The motion was seconded by Councilor Peterson and carried unanimously.

New Business

SPECIAL GUEST; Kendra Olson, Pemberton Law Office

Motion by Councilor Totleben to close the regular meeting per advice of council to conduct a closed attorney/client session. The motion was seconded by Councilor Larson and carried unanimously.

CLOSED SESSION

Motion by Councilor Totleben to enter back into the regular meeting. The motion was seconded by Councilor Waller and carried unanimously.

Motion by Councilor Waller to authorize Mayor Treumer to engage the services of Pemberton Law as he deems necessary. The motion was seconded by Councilor Peterson and carried unanimously.

Zoning Permit 2022-03, K. Dorion

Motion by Councilor Totleben to approve Zoning Permit 2022-03 for Kyle Dorion. The motion was seconded by Councilor Peterson and carried unanimously.

Fiscal & Administrative

Motion by Councilor Peterson to authorize payment of City bills in the amount of \$77,714.12, General Fund, check #12506 to #12528, which includes a transfer of \$26,000 to the payroll account to cover wages, taxes and benefits. The motion was seconded by Councilor Larson and carried unanimously.

Mayor Treumer and Councilor Totleben will review bills for the June 2022 meeting.

Summer Maintenance Job Classification

Administrator Sugden presented updated job descriptions for the seasonal, summer maintenance role. She proposes having two positions with different titles and descriptions to allow for more flexibility in hiring. **Motion by Councilor Totleben to adopt the proposed job descriptions and pay scales for Seasonal Maintenance I and Seasonal Maintenance II.** The motion was seconded by Councilor Larson and carried unanimously.

Hiring

Motion by Councilor Peterson to hire Dylon Warnke as Seasonal Maintenance I at step 1 on the pay scale and Kyle Dorion as Seasonal Maintenance II at step 4 on the pay scale. The motion was seconded by Councilor Totleben and carried with a vote of 4-0-1. Councilor Waller abstains.

Motion by Councilor Larson to hire Katie Maaninga as Pool Manager at step 4 on the pay scale. The motion was seconded by Councilor Totleben and carried with a vote of 4-0-1. Councilor Waller abstains.

Council Roundtable & Public Comment

The council discussed the upcoming pool season and commented on how busy the community has been the last few weeks.

Other Business/Announcements

Upcoming Meetings

Next Meeting; June 6, 2022 @ 5:30 p.m.

Office Closed; Memorial Day, Monday, May 30, 2022

Pool Opens; Friday, June 3, 2022

Adjournment

There being no further business, Councilor Larson moved to adjourn the Special Meeting of the Hallock City Council on May 23, 2022. The motion was seconded by Councilor Totleben and carried unanimously. The meeting adjourned at 6:26 p.m.

Dave Treumer, Mayor

Aimee Sugden, City Administrator

Minutes prepared by Aimee Sugden