

**MINUTES OF THE REGULAR MEETING
OF THE HALLOCK CITY COUNCIL
MONDAY, FEBRUARY 5, 2024**

CALL TO ORDER

Mayor Treumer called the regular meeting of the Hallock City Council to order at 5:35 pm on February 5, 2024. Those Present: David Treumer, Mike Totleben, Jennifer Peterson, Kevin Waller called in and Naomi Larson were absent.

Also present: Interim City Administrator Kendra Kroening, Utility Superintendent Dan Larson, Fire Chief Seth Preble, Airport Manager Jeremy Seng and Kittson County Enterprise Reporter Anna Jahoula.

APPROVE AGENDA

Removal of handbook removed from agenda.

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

APPROVAL OF MINUTES

Councilor Totleben moved to approve the minutes of the Regular City Council meeting on January 8, 2024. The motion was seconded by Councilor Peterson and carried unanimously.

FISCAL & ADMINISTRATIVE ISSUES

Motion by Councilor Peterson to authorize payment of City bills as listed;

General Fund Amount; \$198,207.44 (AF), \$16,368.83 (UVB)

Total Check Amount; \$ 249,895.30 (AF), \$ 19,916.41(UVB)

Check Numbers; 13334-13430 (AF), 16015-16018 (UVB)

EChecks; 11601e-11609e

Payroll Transfer (covers wages, taxes and benefits); \$ 44,036.97

The motion was seconded by Councilor Totleben and carried unanimously.

Mayor Treumer and Councilor Totleben will review bills for the March 4 2024 meeting.

Budget to Actual Report

Mayor Treumer presented the Budget to Actual Report.

Appoint Interim Clerk/Administrator

Council discussed giving Kendra Kroening to have official signing authorization as Interim City Administrator.

Councilor Totleben moved to appoint Kendra Kroening as Interim City Clerk-Administrator for full authorization. The motion was seconded by Councilor Peterson and carried unanimously.

Utilities, Streets + Parks Department

Utility Superintendent Larson reported;

- Larson brought a couple estimates one for a sanding truck but on a little research the purchase of one that went on the skidsteer would be a better investment. It has a cutting edge on the it and the ability to load itself not requiring another person to help. A Skidsteer attachment hydraulic \$6,100 8cu ft. capacity. He recommended this was the best way for the future that only will require one employee.
- Pool heater has gone up another \$3000 since the last quote received last fall. To \$29,670 he is waiting for a price on the flue that will depend on how they install it. There are funds from the Hallock Community Fund that would reimburse the city for the purchases.
- Sanding truck was picked up from Berts in East Grand Forks.
- Larson gave a snow moving report- it was the earliest time scraping streets with the unusually warm weather.

Police Department

Police Chief Docken reported;

- Safety of employees at City Hall has been an ongoing topic of conversation at regional safety meetings and in the sphere of city governments. Chief Docken proposed electronic security measures for the building. Quotes from Wikstrom for a professional security system since it is a public building.
- Reported on a total of 16 calls for the month of January.
- Reported he has picked the AR for police use; purchase price was \$700.

Airport Report

Airport Manager, Jeremy Seng reported;

- The Airport Commission met on Wednesday, January 10 at 9:00 a.m. at the Airport the commission recommended the hiring of Bollig Engineers

Motion by Councilor Peterson to approve Resolution 2024-07 Appointing Bollig Engineers as the City of Hallock Airport Engineers. The motion was seconded by Councilor Totleben and carried unanimously.

Fire Department Report

Fire Chief Seth Preble reported;

- The fire department researched a couple trailers they got a couple bids locally and one from Grand Forks. The local bid is the better deal that will end up with cash back from the trade in.
- The new fire truck has been delivered; Great Plains fire was here to fix a few things they knew about when they purchased the truck.

New Business

Resolution 2024-03; Land Sale, Osowski

Motion by Councilor Peterson to approve Resolution 2024-03 for the *Sale of North 27 Feet of Lot 1, Block 6, Southeast Addition to the City of Hallock in SE Addition to Terry & Joan Osowski.* The motion was seconded by Councilor Totleben and carried unanimously.

Resolution 2024-04; Kittson County All-Hazard Mitigation Plan
Motion by Councilor Peterson to Approve Resolution 2024-04 to Adopt Kittson County All-Hazard Mitigation Plan. The motion was seconded by Councilor Totleben and carried unanimously.

Resolution 2024-05; Appointing Election Judges for 2024 Presidential Primary Election
Motion by Councilor Totleben to approve Resolution 2024-05 Appointing Election Judges for 2024 Presidential Primary Election. The motion was seconded by Councilor Peterson and carried unanimously.

Mayor Treumer read aloud *Resolution 2024-06, RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON IMPROVEMENT*

Resolution 2024-06; Receiving Feasibility Report AND Calling a Hearing
Motion by Councilor Peterson to approve Resolution 2024-06 Receiving Feasibility Report & Calling a Hearing. The motion was seconded by Totleben and carried unanimously.

Building/Zoning Permit 2024-01; P. Blomquist/K. Eggerling
Motion by Councilor Totleben to approve building permit 2024-01 for the addition to their house and garage. The motion was seconded by Peterson and carried unanimously.

Kittson County Agricultural Society Liquor Permit 1/2
Kittson County Agricultural Society Liquor Permit 2/2
Motion by Councilor Totleben to approve the two applications for alcohol and gambling permit for the Kittson County Agricultural Society for use during the Kittson County Fair. The motion was seconded by Peterson and carried unanimously.

Council Roundtable & Public Comment

None.

Other Business/Announcements

Upcoming Meetings/Events

Next Regular Meeting; March 4, 2024

Office Closed; Monday, February 19, 2024 (Presidents Day)

Public Hearing on the 2024 Street Improvement Project; Wednesday, February 21, 2024 at 6:00 PM

Adjournment

There being no further business, Councilor Totleben moved to adjourn the Regular Meeting of the Hallock City Council on March 4, 2024. The motion was seconded by Councilor Peterson and carried unanimously. The meeting adjourned at 6:20 p.m.

Dave Treumer, Mayor

Kendra Kroening, Interim City Administrator

Minutes prepared by Kendra Kroening