

**MINUTES OF THE REGULAR MEETING  
OF THE HALLOCK CITY COUNCIL  
MONDAY, April 1, 2024**

**CALL TO ORDER**

Mayor Treumer called the regular meeting of the Hallock City Council to order at 5:34 pm on April 1, 2024. Those Present: David Treumer, Mike Totleben, Naomi Larson and Kevin Waller. Absent Jennifer Peterson.

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

**APPROVE AGENDA**

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

**APPROVAL OF MINUTES**

**Councilor Larson motioned to approve the minutes of the Regular City Council meeting on March 4, 2024.** The motion was seconded by Councilor Totleben and carried unanimously.

**FISCAL & ADMINISTRATIVE ISSUES**

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

Total Check Amount; \$ 219,765.99 (AF), \$ 13,815.08 (UVB)  
Check Numbers; 13466 - 13504(AF), 16022 (UVB)  
EChecks; 11613e – 11616e (AF) , 669e-679e (UV)  
Payroll Transfer (covers wages, taxes and benefits); \$ 46,000.00

The motion was seconded by Councilor Waller and carried unanimously.

Mayor Treumer and Councilor Totleben will review bills for the May 6, 2024 meeting.

**Budget to Actual Report**

Administrator Kroening went over the budget to actual, everything still looks good.

**KC Affordable Housing Loan Fund Program**

**Councilor Waller motioned to appoint City Administrator Kendra Kroening to the KC Affordable Loan Fund Program**

The motion was seconded by councilor Larson and carried unanimously.

**Utilities, Streets + Parks Department**

Utility Superintendent Larson reported; March was very quiet weather wise, the utility department replaced/repaired water meter readers or fixed the readers outdoors. The street sweeper was serviced, a hydraulic hose was repaired. The sweeper will be going the end of this week or early next week with this nice weather coming. Sewer flushing has been started and hope to be done by the end of this week.

**Security Updates**

Chief of Police, Docken reported; City Hall security has been a continuing topic. We have obtained quotes for updating security measures; Councilor Waller questioned where in the budget these funds could come from. Councilor Larson questioned if a portion funds could come from the Public Safety Aid that we received from the state. Councilor Waller suggested we table this for now until we can figure out where the funds come from with the intention to move forward. Councilor Larson urged we get this done as soon as possible. Mayor Truemer stated; Well, you know what they say, when seconds count the police are minutes away. Councilor Waller urged to get the numbers right away so a decision can be made at the next meeting or sooner.

Chief Docken went over his crime report and call outs.

### **Airport Report**

Airport Manager, Jeremy Seng reported; We are now updating the fuel system that we received a grant for. Grants for our AD building are coming up to expire we also have some grant money available to update the Arrival Departure Building. QTPOD has a service agreement with the fuel card reader, a yearly service.

**Motion by Councilor Totleben to approve QT Petroleum on Demand yearly service agreement for the fuel card reader.** The motion was seconded by councilor Larson and carried unanimously.

### **Fire Department Report**

Fire Chief Seth Preble reported; Updating equipment, the fire department has applied for a grant to help with these upgrades/replacements.

### **New Business**

Building on the SE Addition; Carr Construction asked about options for where to put a potential storage building; He would either go south of his shop or to the east of his shop. If he went south of his shop the city will need to start planning a frontage road to the south. The Hallock sign will need to be moved once the frontage road is put in. The best option for Hallock long term would be to build south of his shop since across the street is zoned residential. Utility Superintendent noted the drainage will need to be changed if a frontage road is built. Administrator Kroening asked what type of timeline would you be looking at if you added the frontage road. City office has had many inquiries about lots to build but no one wants to when there are no plans for roads. Mayor Treumer noted how we have used up the lots that are accessible from the existing roads.

### **Council Roundtable & Public Comment**

Councilor Larson has asked the plans for the Public Safety Aid, we need to figure out what we are going to designate it to. Ambulance services and Fire Department submitted letters to the previous Administrator for their Departments.

Councilor Waller asked where we are at with the abandoned house on the south end of town. Chief Docken said he had been into contact with the daughter but will no longer respond to him.

Councilor Larson update from personnel committee; Still looking for a full time Deputy Clerk the ad will be run until filled.

### **Other Business/Announcements**

#### ***Upcoming Meetings/Events***

Next Regular Meeting; May 6, 2024

### **Adjournment**

There being no further business, Councilor Totleben moved to adjourn the Regular Meeting of the Hallock City Council on April 1, 2024. The motion was seconded by Councilor Waller and carried unanimously. The meeting adjourned at 6:39 p.m.

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Dave Treumer, Mayor

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Kendra Kroening, City Administrator

Minutes prepared by Kendra Kroening