

**MINUTES OF THE REGULAR MEETING  
OF THE HALLOCK CITY COUNCIL  
MONDAY, May 6, 2024**

**CALL TO ORDER**

Mayor Treumer called the regular meeting of the Hallock City Council to order at 5:34 pm on May 6, 2024. Those Present: David Treumer, Mike Totleben, Naomi Larson and Jen Peterson. Absent Kevin Waller.

Also present: 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 Larson and carried unanimously.

**APPROVAL OF MINUTES**

**Councilor Larson motioned to approve the minutes of the Regular City Council meeting on April 1, 2024.** The motion was seconded by Councilor Totleben and carried unanimously.

**FISCAL & ADMINISTRATIVE ISSUES**

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

Total Check Amount; \$176,151.09 (AF), (UVB) \$ 31,570.97  
Check Numbers; 13505-13550 (AF), 16024-16025 (UVB)  
EChecks; 11617e-11619e (AF) , 680e-691e (UV)  
Payroll Transfer (covers wages, taxes and benefits); \$ 41,619.87

The motion was seconded by Councilor Totleben and carried unanimously.

Mayor Treumer and Councilor Totleben will review bills for the June 3, 2024 meeting.

**Budget to Actual Report**

Mayor Treumer went over budget to actual; everything looks good we are not over anywhere.

**Seasonal Employees**

**Motion by Councilor Larson to approve Dylon Warnke, Jameson Turner, Morgan Muir, Katie Maaninga, Cheyanne Scalese, Siri Stenmark, Ellen Hillman, Kelli Amb, Joie Stenmark, Annika Johnson, Berlyn Strege, Hanna Warnke, Andrew Danielson, Teagan Bowman and Kaia Gunnarson as Seasonal Employees for the summer 2024 season.** The motion was seconded by Councilor Peterson and carried unanimously.

**Utilities, Streets + Parks Department**

Utility Superintendent Larson reported; Swept streets, flushed sewers, started on the pool. Removed the old 900 pound pool heater; had to knock a few bricks out of the wall to slide it out by the diving board. Pool will not be painted this year. Mowing has started as of today. East lift storm pump was leaking oil, it has been picked up to be repaired.

**Security Updates**

Chief of Police, Docken reported; New door for the Clerk office, egress window and security cameras.

Councilor Peterson and Councilor Larson both agreed that the City Clerk office is not up to code. We have found the funds from returned money from Otter Tail that can be used for safety updates.

Add a few signs need to be put in, we should hire the county to install signs since they have the proper equipment to install signs as it can be dangerous to do so without the proper equipment.

**Airport Report**

Airport Manager, Jeremy Seng reported; The Arrival Departure building can be updated with ARPA and CRSSA Grants. We would like to open the managers quarters into a bigger lobby and one office space.

**Motion by councilor Totleben to approve Resolution 2024-13 Airport arrival departure building.** Motion was seconded by councilor Larson and carried unanimously.

The last big rain we had gotten it filled the carousel, there may be a need to grade the ground around the building to help slope it to get the rain to run off. The water all drains to the east leaving a swampy area that could never dry out, even last summer when it was very dry. Seng said it would be great to get someone to ditch along the runway now that all the cattails have been taken care of.

### Fire Department Report

Fire Chief Seth Preble reported; Mike Lindegard has submitted a resignation for retired from the fire department.

Motion by Councilor Larson to accept Michael Lindegard resignation for retirement from the Hallock Fire Department. Motion was seconded by Councilor Peterson.

The fire relief has received an Eagles Grant to purchase new chainsaws. TC Energy for some thermal imagery and airpicks. Mayor Treumer asked about the plans to split the Public Safety Aid funds that the city received in December.

### Donations

Motion by councilor Totleben to approve Resolution 2024-14 to accept \$5000 and \$400 donations. Motion was seconded by Councilor Peterson.

### New Business

#### **Building/Zoning Permit 2024-03; C. Engstrom**

**Motion by Councilor Peterson to approve building permit 2024-03 to C. Engstrom to add onto her deck.** The motion was seconded by Totleben and carried unanimously.

#### **Building/Zoning Permit 2024-04; Kuznia Farms**

**Motion by Councilor Larson to approve building permit 2024-04 to M. Kuznia to add bin addition.** The motion was seconded by Peterson and carried unanimously.

#### **Building/Zoning Permit 2024-05; P. Blomquist**

**Motion by Councilor Peterson to approve building permit 2024-05 with the condition that it is the owners responsibility to pay to moving of the fire hydrant in the alley.** The motion was seconded by Larson and carried unanimously. The city will cover the expense of the hydrant and parts since it is updating the old hydrant.

#### **Building/Zoning Permit 2024-06; T. Anderson**

**Motion by Councilor Larson to approve building permit 2024-06 to T. Anderson to build a fence with the assistance from Dan Larson to meet setbacks on the west side of his property .** The motion was seconded by Totleben and carried unanimously.

### Council Roundtable & Public Comment

Councilor Larson would like to give J. Muir a raise since her wage is falling behind. She will stay on to help train in the Deputy Clerk. Mayor Treumer suggested that personnel talk to Administrator Kroening to come up with a number.

### Other Business/Announcements

#### *Upcoming Meetings/Events*

Next Regular Meeting; June 3, 2024

Office Closed; Monday, May 27

Clean up days; May 21 and May 23

### Adjournment

There being no further business, Councilor Peterson moved to adjourn the Regular Meeting of the Hallock City Council on May 6, 2024. The motion was seconded by Councilor Larson and carried unanimously. The meeting adjourned at 6:37 PM

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Dave Treumer, Mayor

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Kendra Kroening, City Administrator

Minutes prepared by Kendra Kroening