

**MINUTES OF THE REGULAR MEETING
OF THE HALLOCK CITY COUNCIL
MONDAY, JUNE 3, 2024**

CALL TO ORDER

Mayor Treumer called the regular meeting of the Hallock City Council to order at 5:31 pm on June 3, 2024. Those Present: David Treumer, Mike Totleben and Kevin Waller. Absent Naomi Larson and Jen Peterson.

Also present: Assistant Fire Chief Corey Younggren, Angela Holm of Bollig Engineering, Traci Bruggeman of Brady Martz, Robert Carr, Tom Spindler, Administrator Kendra Kroening 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 Totleben motioned to approve the minutes of the Regular City Council meeting on May 6, 2024. The motion was seconded by Mayor Treumer and carried unanimously.

Councilor Waller motioned to approve the minutes of the Regular City Council meeting on May 16, 2024. The motion was seconded by Councilor Totleben and carried unanimously.

Councilor Waller motioned to approve the minutes of the Regular City Council meeting on May 28, 2024. The motion was seconded by Councilor Totleben and carried unanimously.

SPECIAL GUEST; TRACEE BRUGGEMAN, BRADY MARTZ

Tracee Bruggeman, CPA, of Brady Martz attend the council meeting to present the findings of the 2023 financial audit. Overall, Bruggeman complimented the city on their work and stated that she believes we are in a sound financial position.

The audit cited two findings. Bruggeman and Kroening have already discussed a plan to remedy some administrative findings.

FISCAL & ADMINISTRATIVE ISSUES

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

Total Check Amount; \$156,395.89 (AF), (UVB) \$ 19522.49
Check Numbers; 13505-13550 (AF), 16026-16027 (UVB)
EChecks; 11620e-11621e (AF), 692e-700e (UV)
Payroll Transfer (covers wages, taxes and benefits); \$ 49,804.39

The motion was seconded by Councilor Totleben and carried unanimously.

Mayor Treumer and Councilor Totleben will review bills for the July 1, 2024 meeting.

Budget to Actual Report

Administrator Kroening went over budget to actual; everything looks good.

Correction to Head Coach Wage

Motion by Councilor Waller to approve correction Morgan Muir wage as head coach from \$14.95 to \$15.40. The motion was seconded by Councilor Totleben and carried unanimously.

Utilities, Streets + Parks Department

D. Larson was not at the meeting, Administrator Kroening reported for Larson; The pool was at half capacity due to needing a new orifice with the installation of the new pool heater. The season opening of the pool was Saturday June 1 instead of Friday May 31. They are prepping the baby pool and hope to have it operating by this weekend. Once it dries up, they will be out grading the gravel roads. Councilor Waller asked what was the hold up on the baby pool, ensuring nothing is broken. Mayor Treumer was at the pool when they were fixing the meter and getting the pool up and running. Treumer stated they just needed to get the regulator working correctly, he believes this is a better heater.

Fire Department Report

Assistant Fire Chief Corey Younggren reported; The new truck is in service. It has already been used and everything seems to be working well. The two trucks that have been taken out of service will be ready to sell. They hadn't had many discussions on it, asking council if they should put it out on bid. Councilor Waller stated typically that is what you have done. You have sold pickups and what not. Younggren said they put the pickup out for bid on eBay. Younggren questioned how much interest there will be on it.

Fireman's pancake breakfast this coming weekend for Back Home Days. Mike Lindegard retired a month and half ago; the only candidate that has come forth and is being recommended by the departments personnel committee is Carson Thorsteinson; he was previously on the department but had moved away and had to resign. He is back and seems like he is committed to be here. This would bring the roster back to 28.

Councilor Waller motioned to approve Carson Thorsteinson to rejoin the Hallock Fire Department. The motion was seconded by Councilor Totleben and carried unanimously.

New Business

Road Closure for County Roads

Resolution 2024-16; Road Closure

Councilor Totleben wanted to know if we would have to be renting barricades from the county, he expressed we should not be writing \$400 checks for barricades, he did not believe any of the councilors should agree to that. Administrator Kroening let council know someone had donated the correct type of barricades for the city's use for free. They are old MnDot barricades. Councilor Waller thought we had purchased barricades. Totleben did not feel we should be paying Administrator Kroening informed council of the proper channels of closing down the road by submitting a road closure permit from the administrator as long as the event is open to the public as the County Commissioners did not feel it is appropriate to close down for private events.

Councilor Waller motioned to adopt Resolution 2024-16 APPROVING THE REQUEST TO CLOSE 2ND STREET SOUTH (CSAH 1) BETWEEN TRUNK HIGHWAY 75 AND BIRCH AVENUE (CSAH 37). The motion was seconded by Mayor Treumer and carried unanimously.

Councilor motioned to adopt Resolution 2024-17 APPROVING THE REQUEST TO CLOSE BIRCH AVE (CSAH 37) BETWEEN 2nd STREET (CSAH 1) AND 3rd STREET. The motion was seconded by Councilor Totleben carried unanimously.

City Lot; Parcel 320008300

The city was approached to sell a lot on the river to build a home. Mayor Treumer's concern with selling the lot would be anytime we need to do anything with the river you need to get permission from the river land owners. When Administrator Kroening investigated the parcel on FEMA maps there are some flooding hazards. Mayor Treumer did not feel comfortable making any decision without the whole council present. Mayor Treumer reminded that if you control the land on the river you don't need to get signatures if anything needs to change with the DAM. Mayor Treumer would like to table this topic until we have a full council to make this decision. The Flood plain needs to be researched to know for sure what should be kept what can be sold.

SE Addition

Robert Carr approached the Council with Jay Friedt on the phone; They are interested in a housing development that they would like to start on in July (2024). Mayor Treumer said we need to have the land surveyed before we can start anything. We will get ahold of Moore Engineering to have it surveyed.

Councilor Waller asked if Carr had the land surveyed back when he built the duplex. Carr said he just went off what was already in place for the duplex. Their shop they had old utility superintendent Troy Vagle get the placement off the highway.

Carr is wanting to start with two houses starting from the gravel road east of the Fire Hall going to the north. We need to double check the zoning to make that Residential. Councilor Waller asked if pins needed to be in place before starting the construction. Councilor Waller said our City Attorney will have to look over the housing development. Councilor Waller will consult with Jeff Hane about the Development Agreement so we can get our ducks in a row to continue the discussion at the next council meeting. Carr asked who would do the initial gravel road when the development is started. We will consult our attorney before moving forward.

Gaming Permit; Kittson County Agri-Society

Councilor Waller motioned to approve the gaming permit for the KC Agri-Society. The motion was seconded by Totleben and carried unanimously.

Building/Zoning Permit 2024-07; D.Younggren

Motion by Councilor Totleben to approve building permit 2024-07 to replace the existing shed with a larger shed. The motion was seconded by Waller and carried unanimously.

Building/Zoning Permit 2024-08; T.Spindler – New Construction

Motion by Councilor Waller to approve the construction of a single-story home. The motion was seconded by Councilor Totleben and carried unanimously.

Airport Report

Special Guest; Angela Holm- Bollig Engineer came to visit about the Arrival Departure Building remodel we needed updated quotes for the updated plan. Get rid of the FBO living quarters to change into a larger lobby to allow for space. We submitted a request amendment for the original grant to amend for time since we were out of time from June 30, 2024 to October 2026. The new construction total would be \$125,000 with all updated quotes. We removed the sidewalk work since we can get that paid for later by a better grant and we are going to run out of money. MnDot will spend \$64,842 on this the remainder of that work will come to \$60,427.83 that would be city share, however we have additional money we can capture to apply to this CRSSA and ARPA money. The city share will truly only be \$15,000.

Councilor Totleben motioned to approve Resolution 2024-15 Authorization to Execute MnDot Grant Agreement for Airport Improvement. The motion was seconded by Councilor Waler and carried unanimously.

Airport Manager Seng submitted a quote from DIETZLER ELECTRIC LLC for fixing Ten of the overhead hangar doors and replace with code compliant cables and conduit for \$16,285.00

Councilor Totleben made a motion to approve the bid for Dietzler Electric to make our doors compliant. The motion was seconded by Councilor Waller and carried unanimously.

Council Roundtable & Public Comment

Councilor Waller was asking about why the restroom is not open at Horseshoe Park. They were open but there was a water break under the bathrooms. There is a plumber that will fix toilets at the Gilbert Olson Park.

Kirk Costin was wondering about getting dirt brought for a sink hole by the manhole.

Councilor Totleben was wondering if we will be filling potholes. Totleben was also wondering if the light pole by Sew Toris will be replaced. They will have to change the placement due to it being hit by trucks.

Other Business/Announcements

Upcoming Meetings/Events

Next Regular Meeting; July 1, 2024

Office Closed; Wednesday, June 19, 2024

Back Home Days; June 6-9, 2024

Adjournment

There being no further business, Councilor Totleben moved to adjourn the Regular Meeting of the Hallock City Council on May 6, 2024. The motion was seconded by Councilor Waller and carried unanimously. The meeting adjourned at 7:23 PM

Dave Treumer, Mayor

Kendra Kroening, City Administrator

Minutes prepared by Kendra Kroening