

**MINUTES OF THE REGULAR MEETING  
OF THE HALLOCK CITY COUNCIL  
MONDAY NOVEMBER 4, 2024**

**CALL TO ORDER**

Mayor Treumer called the regular meeting of the Hallock City Council to order at 5:31 pm on November 4, 2024. Those Present: David Treumer, Naomi Larson, Jen Peterson, Mike Totleben and Kevin Waller.

Also present: Administrator Kendra Kroening, Utility Superintendent Dan Larson, Police Chief Mike Docken, Airport Manager Jeremy Seng, Kittson County Enterprise Reporter Anna Jauhola. Members of the public; Ron Anderson, Bob Anderson and Dave Meshefski.

**APPROVE AGENDA**

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

**APPROVAL OF MINUTES**

**Councilor Peterson motioned to approve the minutes of the Regular City Council meeting on October 7, 2024.** The motion was seconded by Councilor Larson and carried unanimously.

**Councilor Totleben motioned to approve the minutes of the Special Council meeting on October 21, 2024.** The motion was seconded by Mayor Peterson and carried unanimously.

**Councilor Peterson motioned to approve the minutes of the workshop October 30, 2024.** The motion was seconded by councilor Larson and carried unanimously.

**FISCAL & ADMINISTRATIVE ISSUES**

**Motion by Mayor Treumer to authorize payment of City bills with the amended amount of Anderson Excavation bill phase I is \$111,641.00;**

Total Check Amount; \$ 206,951.04 (AF), (UVB) \$ 9,750.50  
Check Numbers; 13802-13835 & 13837 (AF), 16044 (UVB)  
EChecks; 11651e-11656e (AF), 749e-752e (UV)  
Payroll Transfer (covers wages, taxes and benefits); \$ 22,294.91

The motion was seconded by Councilor Peterson and carried unanimously.

Mayor Treumer and Councilor Totleben will review bills for the December 2, 2024 meeting.

**Budget to Actual**

Kroening reported; Everything looks in line, the fire department has purchased equipment but decided to use their safety aid money instead of their budget.

Kroening noted the addition of the safety updates were added to the budget to actual but was not a budgeted amount. There are a few more things that need to be done to complete those updates.

**David Drown Associates; Proposal for Job Classification and Compensation Services**

Administrator Kroening reported; Council met for a workshop on October 30, 2024 at the Hallock Firehall to discuss the findings with Tessia Melvin from David Drown. The council was tasked at the end of that workshop to establish what to do at this next step. Establish a pay philosophy, that would be where would we want to be to the market. Should we recalibrate or amend the current pay grid. Do we need to have help with implementation. All the jobs have a job description, each of those jobs has points that determines the grade given. This will help when pay equity is reported and ensuring each of our positions is being paid fairly to the work they perform. Mayor Treumer asked what the job points are for each job. Totleben commented not being able to hear the presentation. Councilor Peterson noted it was not the presentation it is our equipment that made it hard to see and hear. Mayor Treumer

Councilor Larson noted when she looked at the market analysis the utility superintendent and our chief of Police are way below the market analysis.

Totleben noted how according to the graph we are way below the market value for compensation.

Councilor Waller suggested to form a smaller committee to look at the points and get all the information to bring back to the council. Councilor Waller and Peterson will meet with Administrator Kroening to get more information

**Mayor Treumer motioned Councilor Waller and Councilor Peterson will be on the Compensation Study Committee. Motion was seconded by councilor Larson and carried unanimously.**

#### **Utility / Maintenance Department**

Larson reported; RDO stopped by they have a fall special going on to do an inspection on our loader for \$399 there is no longer an extended warranty on the loader. Council agreed to go ahead with the inspection. Larson noted street sweeping has started but the rain slowed them down. Joel has been busy winterizing hydrants and will get the parks blown down and pool filled for winter. Larson commented how great having a campground host has been for the beet harvest they keep the bathrooms clean.

Waller asked about the compost pile; what do we do if it gets too far south? Mayor Treumer commented we may need to buy another acre of property to expand or haul away the pile.

#### **Police Department Report**

Docken reported; Completed some qualifications out at the pit. Almost 500 rounds between rifle, pistol and shotgun receiving post credits for this class. Docken sent out letters for 3 different houses that meet the abatement protocol. The ones in New York have quit responding so we will just need to have legal paperwork served to them. This house is a public health hazard, the doors are open, and windows are broken out. It is a dangerous situation for our community Waller suggested to expedite this process. Mayor Treumer said we could board up the windows and doors then send them a bill. Treumer said just talk to the law office.

#### **Airport Department Report**

Seng reported; Two bids were received and the third contractor declined for the installation for ceiling liner panels that were never installed. Bakken construction for \$78,732.18 and Pro Contractors for \$89,750.00. Bakkens quote includes electrical materials.

**Councilor Waller motioned to accept Bakken Construction bid for installation of steel liner to hangar \$78,732.18.** The motion was seconded by councilor Totleben and carried unanimously.

**Motion by Councilor Totleben to approve Resolution 2024-24 Appointing Bollig Engineers as the City of Hallock Airport Engineers.** The motion was seconded by Councilor Waller and carried unanimously.

Councilor Larson asked about lights outside of the main hangar to ensure proper lighting for fueling and life flights. Peterson noted that is one of the essential reasons we have an airport is for life flight. Council asked for a quote to install LED wall packs. Councilor Waller asked Manager Seng how many open bays there are currently in the hangars. Seng said there are a few spaces open and will lose a renter in the new year.

#### **Old Business**

##### **Sale of Parcel 32.0008300**

Interested party Ron Anderson spoke; The tax assessed value is \$1,300 and is a tax-exempt parcel. Administrator Kroening called Moore Engineering and was able to get the survey cost lowered to \$6,000. The sewer was a concern so when speaking to the County and Water Shed it was determined that the City of Hallock sets the zoning requirements for sewer. A possible mound system would be an option instead of having to dig up for a lift station.

The new abstract will be around \$700-\$800 to split the parcel into two, splitting flood plain from non-flood plain. A concerned citizen was present last meeting, Anderson said he spoke with them and explained that the river bank will still be owned by the City of Hallock and there will still be access to the river.

Bob Anderson raised concerns about the road, how rough and wash boarded the road becomes with how fast people drive down there. Bob asked if a speed limit sign could be posted or if the road could be blocked off in the wet seasons. Mayor Treumer asked if we should advertise this, asking Administrator Kroening if there has been any interest expressed to the City Administrators office. Kroening stated the only interest she heard was from the party who came to the last meeting and the council heard this request from Soberaski to purchase if it were for sale.

Ron Anderson formally offered the City of Hallock \$8,000 to purchase the non-flood plain portion of parcel 32.0008300

Member of the public asked council; "If you sell a piece of property like that and its not put up for sale to the public, is that legal?"

Mayor Treumer stated the last time we investigated this it was legal as long as we sold for the assessed value. One of the reasons I asked if there was a bunch of interested parties because if there were 4 people who came in to this meeting we would have to put it out on bid. There is a housing shortage, I want houses in this town because it is taxable income.

Administrator Kroening noted this motion should include 'with the intention to build a home' the sale will be to develop this property.

Mayor Treumer noted what was talked about, with the street projects going on there will be no improvements made to this road. Ronald Anderson stated "That's fine, if I live there if that water hole is there I will gravel the road. I will blade it; I have a tractor. Would that be okay?" Council seemed happy with the offer to also to maintain the gravel road.

Councilor Waller wanted to double check what the legal fees are, he does not want the City would lose money on this.

**Motion by Councilor Larson to sell the non-flood plain portion of parcel 32.0008300 for \$8,000 to Ronald & Alicia Anderson with the stipulation a house is to be built.** The motion was seconded by Councilor Peterson and carried unanimously.

### **New Business**

#### **Future Council Interest;**

Councilor Waller stated we have had little to no interest in taking over the Mayor position, Waller noted he wouldn't mind leaving council but there is no interest in this position. There has to come a time when new people need to take over. County Commissioners have people run for those jobs; whether they have interest in it, salary, insurance- those may be big indicators for why people are doing it. The pay currently for council is almost nothing, do we need to make it worth their while to be here? Councilor Larson noted she has been told by someone that they would not run for council because they don't get paid anything. Councilor Peterson also mentioned term limits may need to be implemented. Mayor Treumer stated; This is a great town there's a reason I have never left. We need people to get involved in the community. Currently the raise the city council and mayor receives will be the same as the cost of living given to the employees.

#### **Resolution 2024-23; Election Judges**

**Councilor Peterson motioned to pass resolution 2024-23 election judges.** The motion was seconded by Councilor Waller and carried unanimously.

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

None.

#### **Other Business/Announcements**

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

Next Regular Meeting; December 2, 2024

Office Closed November 11, 2024

#### **Adjournment**

There being no further business, Councilor Larson moved to adjourn the Regular Meeting of the Hallock City Council on November 4, 2024. The motion was seconded by Councilor Peterson and carried unanimously. The meeting adjourned at 7:29 PM

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Dave Treumer, Mayor

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Kendra Kroening, City Administrator

Minutes prepared by Kendra Kroening