

MINUTES OF THE REGULAR MEETING  
OF THE HALLOCK CITY COUNCIL  
MONDAY, March 10, 2025

CALL TO ORDER

Mayor Treumer called the regular meeting of the Hallock City Council to order on March 10, 2025 at 5:34 pm.  
Those Present: David Treumer, Mike Totleben, Jennifer Peterson, Kevin Waller and Naomi Larson.

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

APPROVE AGENDA

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

APPROVAL OF MINUTES

Councilor Peterson moved to approve the minutes of the Regular City Council meeting on February 3, 2025. The motion was seconded by Councilor Larson and carried unanimously.

Councilor Waller moved to approve the minutes of the Special City Council meeting on March 5, 2025. 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;**

Total Check Amount; \$184030.16 (AF), \$24149.05 (UVB)

Check Numbers; 13953-13990 (AF), 16080 (UVB)

EChecks; 11672e-11681e (AF), 786e-787e 879e-791e 814e-817e (UVB)

Payroll Transfer (covers wages, taxes and benefits); \$ 47,769.77

The motion was seconded by Councilor Totleben and carried unanimously.

Mayor Treumer and Councilor Totleben will review bills for the April 2025 meeting.

***Budget to Actual Report***

Administrator Kroening presented the Budget to Actual Report; everything looks good.

Utilities, Streets + Parks Department

Utility Superintendent Larson was absent no report; Quote from REC supply for the entrance at the pool/shower area.

**Councilor Totleben motion to approved purchase from RecSupply quoted for DRI-DEK, motion seconded by Peterson and carried.**

Mayor Treumer recognized the prompt snow/slush removal around the city.

Police Department

Police Chief Docken was absent, no report was given.

Airport Report

Airport Manager, Jeremy Seng reported; Lobby rehab project, paint, exterior sheeting, furnace installation will be soon by ProGas. Finish touches should be wrapped up by the next meeting. Mayor Treumer asked about putting on window tint that can be applied to the glass. Jeremy said initially he asked for a quote to replace the glass to have tint so waiting to hear back.

### Fire Department Report

Fire Chief Seth Preble absent no report; Donation last month \$7,662.13 correction from the Hallock Fire Relief when they closed out the gambling fund.

### New Business

Resolution 2025-08 Two River Golf Course to dispense Liquor at Hallock City Hall.

**Larson motioned to approve resolution 2025-09 seconded by Waller motion carried.**

Resolution 2025-09; Gambling permit 2025-09

**Waller motioned to approve resolution 2025-09 for MN Deer Hunters Association seconded by Totleben and carried.**

2025-02 Building Permit; E.Pollestad

**Peterson motioned to approved permit for a deck and handicap ramp seconded by Larson, motion carried.**

Approved to put a ramp in as long as the ramp is not into the street.

Shipping containers in Residential Areas; Addition to City Code

Mayor Treumer reminded currently our code does not prevent it but we do not give out permits for people to place shipping containers in their yards. We have denied several residents this request. Commercial property it is allowed on. Councilor Waller also reminded anytime someone gets a shed they need to get a building permit before starting the construction or have anything brought in.

Kroening received information from our attorneys for the process. Mayor Treumer made the recommendation to meet with planning and zoning to return with a recommendation from them so we can schedule the public hearings and follow the legal process to add what they deem fit for updating the code.

Councilor Waller noted this has generated a lot of public comment and phone calls. Waller stated we have never issued a building permit for a shipping container to be in a residential area.

Councilor Totleben mentioned he did a lot of research on his. You won't even know it's a shipping container when he is finished with it.

### Council Roundtable & Public Comment

Councilor Peterson spoke on a meeting she and Kroening had with a couple arena board members and school board members for repairs needed at the Hallock Skating Arena. Councilors and Mayor agreed we need quotes for what is needing to be done. We need to have real numbers to really look at our options. The roof is the number one priority for being repaired. Councilor Waller asked how the audit seems to be going. Kroening stated two auditors were on site today and seems to be going well. Waller asked about the status of Chief Docken. Docken is currently back and on light duty until cleared by doctor. Kroening mentioned now that Docken has returned we need to complete yearly reviews for Docken, Larson and herself.

### Other Business/Announcements

- a. Next Regular Meeting; Monday, March 10, 2025
- b. Office Closed; Monday, February 17, 2025 (President's Day)
- c. Kendra at MCFOA Conference March 18-21, 2025.
- d. March 26, 2025; Assessment Hearing at 6:00 P.M

### Adjournment

There being no further business, Councilor Peterson moved to adjourn the Regular Meeting of the Hallock City Council on March 10, 2025. The motion was seconded by Councilor Larson and carried unanimously. The meeting adjourned at 6:21 p.m.

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Dave Treumer, Mayor

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Kendra Kroening, City Administrator

Minutes prepared by Kendra Kroening