

**MINUTES OF THE REGULAR MEETING
OF THE HALLOCK CITY COUNCIL
MONDAY, April 7, 2025**

CALL TO ORDER

Mayor Treumer called the regular meeting of the Hallock City Council to order on March 10, 2025 at 5:35 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. Bollig Engineer Angela Holm, Moore Engineer: Zach Thoma. Members of public; Gabriel Agosto, Sheryl Bakken, Bruce Mayland and Carol Dahlman.

APPROVE AGENDA

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

APPROVAL OF MINUTES

Councilor Waller moved to approve the minutes of the Regular City Council meeting on March 10, 2025. The motion was seconded by Councilor Totleben and carried unanimously.

Special Presentation

Bollig Engineering Angela Holm-Airport Update

Task Order 2 - Pavement Maintenance

Councilor Totleben moved to approve task order 2 motion was seconded by Councilor Waller and carried.

Councilor Waller asked Angela Holm "who writes your grants?" Angela stated Bollig writes them, we have a team to do that work for you.

Task Order 1- Targeted Planning Study- Next step for apron expansion and partial parallel taxiway.

Councilor Totleben moved to approve task order 1 motion was seconded by Councilor Larson and carried.

Angela Holm noted that the City is a little short on entitlements she has a solution for that. The City of Tracy is willing to loan to Hallock and then when the times comes Hallock loans back to Tracy. Hallock gets \$150,000 per year of entitlements.

Special Presentation

Moore Engineering- Zach Thoma; Street Project to Accept Bids; Spruce Valley was the lowest responsible bidder. The reason of needing to do this today is because we are at the end of our 60-day holding period.

Resolution 2025-10: Accepting Bids

Councilor Waller motioned to approve Resolution 2025-10 Accepting the bid for Spruce Valley Corporation of Middle River, MN who was the lowest responsible bidder. The motion was seconded by Councilor Peterson and carried.

Resolution 2025-11 has been tabled for a future meeting; council is waiting on legal guidance how to proceed. The interest rate must be set at the time of certifying the final assessment roll.

FISCAL & ADMINISTRATIVE ISSUES

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

Total Check Amount; \$166,478.06 (AF), \$23,375.22 (UVB)

Check Numbers; 13991-14033 (AF), 16081 (UVB)

EChecks; 11682e-11685e (AF), 818e-828e (UVB)

Payroll Transfer (covers wages, taxes and benefits); \$48,877.44

The motion was seconded by Councilor Waller and carried unanimously.

Mayor Treumer and Councilor Waller will review bills for the May 2025 meeting.

Budget to Actual Report

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

Pool Manager- Summer Hire

Larson moved to approve the rehire of seasonal pool manager Katie Maaninga at \$17.69/hr. second by Peterson and carried. Councilor Waller abstained due to conflict.

Utilities, Streets + Parks Department

Utility Superintendent Larson reported to council. Items discussed; painting the pool, old playground equipment, catch basins and other various items around town that have the street departments attention. Look into repairing some various minor streets.

Police Department

Police Chief Docken gave a report to council. Mayor Treumer noted it is good to have Chief Docken back. Councilor Totleben asked how's the truck is running.

Airport Report

Airport Manager, Jeremy Seng reported; Due to get a new weather station funded by MNDoT for a new AWAS hopefully by end of summer. The reason for the replacement, the equipment is currently 40 years old and parts are no longer made for it. They are replacing at 100% cost. Arrival Departure update: New flooring, doors going in, trim will be done at the end of the month. Bakken was getting measurements for the ceiling liner panels for the new hangar repairs. Bakken was paid to order materials. Councilor Totleben asked about lighting bill from Hali bright bill, Seng said it is runway bulbs it is an ongoing operation maintenance item, he orders 20 at a time. They have gone up drastically in price and have been harder to get. Kroening asked who was currently in unrented hangar 20. Seng answered Me. Jeremy said he put his planes in there because that is more likely where Bakken would start and the curtsey car and trailer was in his hangar, why do you ask? Kroening noted to rent the hangar out.

Fire Department Report

Fire Chief Seth Preble reported; Busy with trainings in the new year. Personnel changes, Loren Younggren has turned in his retirement letter after 21 years.

Motion by Councilor Waller to accept Loren Younggren's retirement from the Hallock Fire Department. The motion was seconded by Councilor Totleben, motion carried. The Hallock City Council thanked Younggren for his 21 years of service.

Motion by Councilor Larson to accept Josh Rynning as a fireman to the Hallock Fire Department, seconded by Councilor Peterson, motion carried.

New Business

2025-03 Building Permit; Tage & Connie Johnson submitted by Bakken Construction

Councilor Totleben motioned to approved permit for a new house construction seconded by Waller, motion carried.

2025-04 Building Permit; Joel & Diane Muir fence and garden.

Councilor Peterson to approve permit for fence and garden seconded by Councilor Larson, motion carried.

2025-05 Building Permit; Scott & Sherri Klein

Councilor Larson to approve permit for new construction. Motion seconded by Waller, motion carried.

Otter Tail Service Agreement – Outdoor Lighting Services

This agreement would allow otter tail to replace bulbs for the city. The city will purchase the bulbs and we will pay otter tail their hourly rate at \$141.50 to replace burned out bulbs around town.

Councilor Larson motioned to approve Otter Tail Service agreement seconded by Councilor Waller, motion carried.

Resolution 2025-12; Otter Tail Land Sale

Warranty deed was incorrect in 2023, so the law office will take care of the rest of the details to correct the error.

Councilor Peterson motion to correct the amount of land sold to Otter Tail in 2023. Motion was seconded by Councilor Waller and carried.

Resolution 2025-13- Authorizing Two River Golf Club to Dispense Alcohol

Councilor Peterson motioned to approve 2025-13 to dispense alcohol by the TRGC for fun night April 26, 2025. Motion seconded by Councilor Larson and carried.

Resolution 2025-14; Donations

Councilor Waller motioned to accept donations \$500 Hallock Pool and \$250 to the Hallock Fire Department. Motion seconded by Councilor Totleben and carried.

Constellation

Currently our physical basis is at \$-0.14. the rate was not locked in at the same time as the rest of the cities at \$-0.19. So Hallock's rate was not as favorable because of having to wait. This new physical basis would be \$-0.58

Mayor Truemer motioned to lock in a physical basis at \$-0.58 November 2025-October 2027.

Councilor Waller would like to check the percentage of how much gas is being purchased. Waller noted he would like to increase percentage if possible if there are favorable rates.

Resolution 2025-15; Authorizing the TRGC to dispense Liquor at Hallock City Hall

Councilor Larson motioned to accept resolution 2025-15 for Deer Hunters Banquet April 25, 2025 motion was seconded by Councilor Peterson and carried.

Kroening shared some information for Living at home meeting April at Kittson Healthcare on April 15.

Council Roundtable & Public Comment

Carol Dahlman asked council about the interest rate breakdown for the special assessment. Engineer Zach Thoma said he will send Administrator Kroening an amortization table to share with her and other residents that may ask for clarification. Sheryl Bakken and Gabriel Agosto asked the council about the assessments for their properties that are on North Douglas.

Other Business/Announcements

- b. Next Regular Meeting; Monday, May 12, 2025
- c. Office Closed; Friday, April 18, 2025
- d. Kendra at MCFOA MMCI; May 5-9, 2025

Adjournment

There being no further business, Councilor Peterson moved to adjourn the Regular Meeting of the Hallock City Council on February 3, 2025. The motion was seconded by Councilor Larson and carried unanimously. The meeting adjourned at 7:05 p.m.

Dave Treumer, Mayor

Kendra Kroening, City Administrator

Minutes prepared by Kendra Kroening