

MINUTES OF THE REGULAR MEETING
OF THE HALLOCK CITY COUNCIL
MONDAY, JUNE 1, 2026

CALL TO ORDER Mayor Treumer called the regular meeting of the Hallock City Council to order on June 1, 2026, at 5:34 p.m.

Those Present: David Treumer, Naomi Larson, Mike Totleben, and Jen Peterson.

Absent: Councilor Kevin Waller

Also Present: City Administrator Kendra Kroening, Utility Superintendent Dan Larson, Moore Engineer Zach Thoma, and Kenny Urbaniak and Kittson County Reporter Anna Jauhola.

Absent: Police Chief Mike Docken, Fire Chief Seth Preble, and Airport Manager Jeremy Seng.

APPROVE AGENDA

Mayor Treumer requested the addition of Kenny Urbaniak to New Business to discuss the drainage ditch near his property.

Councilor Peterson moved to approve the agenda with the addition. The motion was seconded by Councilor Larson and carried.

APPROVAL OF MINUTES

Councilor Totleben moved to approve the minutes of the Regular City Council Meeting held May 4, 2026. The motion was seconded by Councilor Peterson and carried.

Councilor Larson moved to approve the minutes of the Special City Council Meeting held May 14, 2026. The motion was seconded by Councilor Peterson and carried.

FISCAL & ADMINISTRATIVE ISSUES

Motion by Councilor Peterson to authorize payment of City bills as presented, including the Knife River invoice in the amount of \$51,517. The motion was seconded by Councilor Totleben and carried unanimously.

Total Check Amount; \$208,336.33 (AF), \$25,042.92 (UVB)

Check Numbers; 14580-14614 (AF), 16161 (UVB)

EChecks; 11746e-11747e (AF), 989e-1000e (UVB)

Payroll Transfer (covers wages, taxes and benefits); \$ 49,689.49

Mayor Treumer and Councilor Totleben reviewed the bills for the June meeting and will review bills again next month.

Budget to Actual Report

Administrator Kroening presented the Budget to Actual Report. Council discussed a larger operating expense under the City Administrator department, which was identified as the computer and server replacement project completed by Wikstrom. No concerns were noted, and expenditures appeared to be in line with expectations for this time of year.

SPECIAL GUEST – STREET CONSTRUCTION UPDATE

City Engineer Zach Thoma provided an update on the 2025-2026 Street Improvement Project.

Thoma reported the project is substantially complete. Seeding has been completed and a punch list will be issued for final cleanup items, including removal of excess dirt, sidewalk cleanup, driveway concerns, and irrigation system issues. The substantial completion date will begin the one-year warranty period.

Council discussed resident concerns regarding cleanup, mailbox staining, and sprinkler systems affected during construction. Thoma stated these items would be addressed as part of the project punch list prior to final payment.

Thoma also reported on available state infrastructure funding opportunities, including Local Road Improvement Program funding and Water Infrastructure Funding opportunities.

Council discussed sewer odor concerns in the newly connected sewer area. Thoma explained the odor is likely caused by hydrogen sulfide gas generated from extended retention times within the system. Potential solutions discussed included additional venting, chemical treatment, and other mitigation measures if odors persist.

Mayor Treumer raised concerns regarding drainage on Fifth Street near Douglas Avenue. Thoma agreed to review the area and investigate potential grading issues.

UTILITY/STREETS/PARKS DEPARTMENT REPORT

Utility Superintendent Larson reported that utility staff have been busy preparing for the summer season, including pool operations, campground activities, park maintenance, and street repairs.

Larson reported staff are working on repairs to the pool heater, which stopped functioning technicians have been contacted to and are assisting with troubleshooting.

Larson also reported a gas service line was struck during utility work. The damage was limited to a single service line and repairs were completed without major issues.

POLICE DEPARTMENT REPORT

No report was provided.

FIRE DEPARTMENT REPORT

Turnout Gear Purchase

Council reviewed a quote from Grand Forks Fire Equipment for five sets of turnout gear.

Councilor Totleben moved to approve the purchase of five sets of turnout gear as budgeted. The motion was seconded by Councilor Larson and carried.

AIRPORT REPORT

No formal report was provided.

Council discussed upcoming crack sealing and asphalt repair work scheduled for the airport runway.

NEW BUSINESS

Discussion with Kenny Urbaniak

Mr. Urbaniak addressed the Council regarding a drainage ditch and underground storm sewer system located behind his property. He expressed concerns about significant amounts of dirt deposited into the ditch following recent wind events and questioned ownership and maintenance responsibility.

Council discussed reviewing property records, drainage easements, and GIS mapping to determine ownership and future maintenance responsibilities. Staff will investigate further and report back.

Resolution 2026-07 Accepting Donation

Council reviewed Resolution 2026-07 accepting a donation from Kids & Cares in the amount of \$670 for baseball field improvements.

Councilor Larson moved to adopt Resolution 2026-07. The motion was seconded by Councilor Peterson and carried unanimously.

Resolution 2026-08 – Second Street Road Closure

Councilor Peterson moved to adopt Resolution 2026-08 approving closure of Second Street South between Trunk Highway 75 and Birch Avenue for community events during 2026. The motion was seconded by Councilor Totleben and carried unanimously.

Resolution 2026-09 – Birch Avenue Road Closure

Councilor Peterson moved to adopt Resolution 2026-09 approving closure of Birch Avenue between Second Street and Third Street for community events during 2026. The motion was seconded by Councilor Larson and carried unanimously.

Zoning/Building Permit 2026-07

Rebecca Lyberg requested approval to construct a storage shed on her property.

Councilor Totleben moved to approve Zoning Permit 2026-07. The motion was seconded by Councilor Larson and carried.

Zoning/Building Permit 2026-08

Kittson County requested approval to install sump pump discharge piping on the east and west sides of the courthouse, including underground piping through the curb.

Councilor Totleben moved to approve Zoning Permit 2026-08. The motion was seconded by Councilor Larson and carried.

Zoning/Building Permit 2026-09

Kalli Peterson requested approval to replace existing stairs on the north side of her home and add a four-foot landing.

Councilor Totleben moved to approve Zoning Permit 2026-09. The motion was seconded by Councilor Peterson and carried.

Zoning/Building Permit 2026-10

Loren Younggren requested approval to construct a 12' x 20' shed to replace an existing structure.

Councilor Totleben moved to approve Zoning Permit 2026-10. The motion was seconded by Councilor Larson and carried.

COUNCIL ROUNDTABLE & PUBLIC COMMENT

Council discussed a request regarding handicap parking accessibility near Linda Kaul's residence. Council reviewed ADA considerations and potential parking restrictions but took no action. The matter may be revisited in the future.

OTHER BUSINESS / ANNOUNCEMENTS

- a. Office Closed: Friday, June 19, 2026 – Juneteenth
- b. Office Closed: Friday, July 3, 2026 – Independence Day (Observed)
- c. Next Regular Meeting: Monday, July 6, 2026

ADJOURNMENT

There being no further business, Councilor Peterson moved to adjourn the Regular Meeting of the Hallock City Council. The motion was seconded by Councilor Larson and carried unanimously.

The meeting adjourned at 6:30 p.m.

Dave Treumer, Mayor

Kendra Kroening, City Administrator

Minutes prepared by Kendra Kroening