

**MINUTES OF THE REGULAR MEETING
OF THE HALLOCK CITY COUNCIL
MONDAY, JULY 6, 2026**

CALL TO ORDER

Mayor Dave Treumer called the regular meeting of the Hallock City Council to order on July 6, 2026, at 5:30 p.m.

Those Present: Mayor Dave Treumer; Councilors Kevin Waller, Jen Peterson, Naomi Larson, and Mike (Mikey) Totleben.

Also Present: City Administrator Kendra Kroening, Utility Superintendent Dan Larson, and Chief of Police Mike Docken. Moore Engineer Zach Thoma, KCE Reporter Anna Jauhola.

APPROVE AGENDA

Mayor Treumer requested an addition to the agenda under New Business regarding permission for the Cemetery Board to install an underground electrical service across City property from the Lions Shelter to the cemetery building.

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

APPROVAL OF MINUTES

Councilor Peterson motioned to approve the corrected minutes of the June 1, 2026 Regular City Council Meeting. The motion was seconded by Councilor Larson and carried unanimously.

Prior to approval, Council noted an omission regarding a motion on a fence permit in the June minutes. Administrator Kroening indicated she would verify the motion maker from the recording and update the official minutes accordingly before finalizing the corrected copy.

FISCAL & ADMINISTRATIVE ISSUES

Approval of Checks and Bills

Administrator Kroening reviewed the monthly claims. Council discussed the scheduled 2015 street improvement bond payment, the payment to Spruce Valley for the street reconstruction project, and the airport crack sealing project completed by Far North Asphalt. Questions regarding several claims were answered during the review.

Councilor Totleben motioned to approve payment of the City bills as presented. The motion was seconded by Councilor Waller and carried unanimously.

Mayor Treumer appointed Councilors Peterson and Totleben to review bills for the August meeting.

Budget to Actual Report

Administrator Kroening presented the Budget to Actual Report. Council briefly discussed a coding question from the previous month's report regarding the Wiktel project. Kroening explained the expenditure had been reviewed and moved to the proper budget category if necessary.

Additional discussion included street overlay expenditures, airport engineering reimbursements through federal funding, and the reimbursement process for airport improvement projects. Council had no further questions regarding the budget report.

STREET CONSTRUCTION UPDATE

Special guest Moore Engineer Zach Thoma provided an update on the 2026 street reconstruction project.

Thoma reviewed the semi-final payment to Spruce Valley, noting it included remaining concrete work, pavement markings, and restoration work. The City continues to hold approximately ten percent retainage until all punch-list items are completed.

Thoma reported the project is currently projected to finish approximately \$200,000 under budget due to several items being removed from the project, including portions of the courthouse parking improvements and reductions in curb and sidewalk replacement. Council discussed whether remaining bond proceeds could potentially be used for additional street improvements, with staff noting they would review bond requirements before making that determination.

Additional discussion included:

- Final grading and restoration of the county lot.
- Sidewalk alignment near the greenhouse.
- Repairs to damaged underground sprinkler systems.
- Areas where water ponds along new curb lines.
- Completion of final walkthroughs after remaining punch-list items are finished.
- The one-year warranty period on the project.

No action was taken.

UTILITIES, STREETS & PARKS DEPARTMENT

Utility Superintendent Larson reported on department activities during June.

Council reviewed a quote to install automatic flush valves in the swimming pool restrooms to reduce maintenance issues caused by toilets not being flushed.

Councilor Larson motioned to approve the purchase and installation of automatic flush valves for the pool bathrooms. The motion was seconded by Councilor Peterson and carried unanimously.

Larson further reported:

- Repairs were completed to the pool boiler control board after equipment failure.
- A surge protector was installed to help prevent future electrical damage.

- An electrical fault at the Horseshoe Park picnic shelter was located and repaired.
- June required extensive mowing throughout the city.
- A leaking fire hydrant was replaced.
- Wiktel fiber installation work continues throughout the city.
- Gravel has been received for alley maintenance.
- The department is temporarily short-staffed due to an upcoming surgery, increasing the need for seasonal help.
- Gas service installations are underway at the airport.
- Staff continues to monitor drainage concerns near Benier's property and discussed possible long-term solutions.
- The City Hall elevator is operational but requires users to hold the control button during operation.

No action was taken on the remainder of the report.

POLICE DEPARTMENT REPORT

Chief Docken presented the Police Department report and answered questions from the Council.

Council discussed concerns regarding children operating golf carts, electric scooters, and other recreational vehicles on city streets and Highway 75. Chief Docken advised that complaints have been received and officers have spoken with several individuals. Council expressed concern that serious injury could occur if the issue is not addressed. Discussion also included state regulations regarding helmets and the operation of golf carts and ATVs on public highways.

Council also requested that officers monitor city streetlights for outages while on patrol so maintenance issues can be reported to the Utility Department.

No action was taken.

FIRE DEPARTMENT REPORT

Assistant Fire Chief/Lieutenant Guy Gustafson presented the Fire Department report in Fire Chief Preble's absence.

Gustafson reported the department responded to nine calls during the month of June. He also reported that the department's three newest firefighters successfully completed the Firefighter I examination and are scheduled to complete their live burn training this fall.

Carson Thorsteinson submitted his resignation from the Hallock Fire Department. The resignation had previously been accepted by the Fire Department and was presented to the Council for approval.

Councilor Waller motioned to accept the resignation of Carson Thorsteinson from the Hallock Fire Department. The motion was seconded by Councilor Totleben and carried unanimously.

AIRPORT DEPARTMENT REPORT

No Airport Department report was presented.

NEW BUSINESS

South End Frontage Road Discussion

Council continued discussion regarding the proposed south frontage road serving the City's industrial property.

Discussion centered on whether the roadway should follow the originally planned frontage road alignment or utilize the existing alley. Utility Superintendent Larson and Robert Bruggeman discussed the advantages and challenges of each option, noting that existing underground utilities, including water, gas, power, fiber, and drainage infrastructure, would need to be considered before any construction begins.

Additional discussion included:

- The need for a property survey to establish accurate boundaries.
- Engineering review of drainage and roadway alignment.
- Protection of existing utilities.
- Future development of the City's industrial property.
- Maintaining separation between industrial and residential areas through landscaping.
- The location of the Hallock welcome sign and whether relocation would ultimately be necessary.
- Potential funding opportunities through Minnesota DEED's business development infrastructure programs.

Council consensus was to proceed with obtaining survey work, continue engineering review of the proposed roadway alignment, and investigate available grant funding before making a final decision. No formal action was taken.

Building Permit No. 2026-11

Council reviewed Building Permit No. 2026-11. Following discussion regarding the proposed location and setbacks from the alley, Council found the application met zoning requirements.

Councilor Waller motioned to approve Building Permit No. 2026-11. The motion was seconded by Councilor Peterson and carried unanimously.

Building Permit No. 2026-12

Council reviewed Building Permit No. 2026-12 for improvements to residential property. Staff confirmed the property boundaries had been surveyed and the proposed improvements complied with setback requirements.

Councilor Waller motioned to approve Building Permit No. 2026-12. The motion was seconded by Councilor Larson and carried unanimously.

Building Permit No. 2026-13

Council reviewed Building Permit No. 2026-13 submitted by Ryan Janish for construction of a backyard patio.

Councilor Totleben motioned to approve Building Permit No. 2026-13. The motion was seconded by Councilor Waller and carried unanimously.

Resolution No. 2026-08 – Accepting Donations

Administrator Kroening presented Resolution No. 2026-08 accepting donations totaling \$11,460. Donations included contributions from the Hallock Area Community Fund, Hallock Eagles, and several individuals for baseball field improvements and the summer recreation baseball program.

Councilor Larson introduced Resolution No. 2026-08 accepting donations totaling \$11,460. The motion was seconded by Councilor Totleben and carried unanimously.

Horseshoe Park Shelter Repair

Mayor Treumer reported on discussions regarding replacement of the roof on the Lions Shelter at Horseshoe Park. Ed Lehrke indicated construction students may complete the roofing project as a class project if the City provides roofing materials. The Council discussed obtaining pricing for shingles and coordinating the work for the fall school term.

No formal action was taken.

Summer Maintenance Employee

Due to staffing shortages within the Utility Department, Council considered hiring an additional seasonal maintenance employee. Staff recommended hiring Robert Bridges as a Maintenance Worker II.

Councilor Waller motioned to hire Robert Bridges as a seasonal Maintenance Worker II at the approved wage scale. The motion was seconded by Councilor Totleben and carried unanimously.

Summer Recreation Baseball Umpires

Council discussed hiring baseball umpires for the City's summer recreation program. Staff explained this was the first year the City would employ the umpires directly and that compensation would be reviewed again prior to the 2027 season.

Councilor Peterson motioned to hire Asher Oslonawski and Ashton Knutson as summer recreation baseball umpires. The motion was seconded by Councilor Waller and carried unanimously.

Cemetery Underground Electrical Service

Mayor Treumer requested Council approval for the Hallock Cemetery Association to install underground electrical service across City-owned property from the Lions Shelter area to the cemetery storage building.

Mayor Treumer motioned to grant permission for installation of the underground electrical service across City property. The motion was seconded by Councilor Totleben and carried unanimously.

OTHER BUSINESS / COUNCIL ROUNDTABLE

Council discussed the proposed tree planting project for the Southeast Addition. Due to uncertainty surrounding the proposed frontage road project, staff postponed ordering trees until roadway plans are finalized. Council discussed the possibility of fall planting if appropriate locations are identified.

Council also discussed long-term improvements needed at the municipal swimming pool. Topics included deteriorating concrete, structural settlement, skimmer performance, lifeguard chairs, diving board and slide replacement, and obtaining cost estimates for future capital improvements. Council agreed the pool should remain a priority for future planning and budgeting and directed staff to begin gathering information and cost estimates for potential improvements.

Additional discussion included maintenance needs within the pool bathhouse and repainting restroom facilities during the off-season.

No formal action was taken on these discussion items.

Administrator Kroening reminded Council that the next regular City Council meeting would be held on Monday, August 3, 2026.

ADJOURNMENT

There being no further business, Councilor Larson motioned to adjourn the meeting. The motion was seconded by Councilor Peterson and carried unanimously.

Mayor Treumer declared the meeting adjourned at **7:00 p.m.**