

AITKIN CITY COUNCIL MINUTES  
REGULAR MEETING  
AITKIN PUBLIC LIBRARY

September 5, 2023

6:00 p.m.

MEMBERS PRESENT: Mayor Megan Workman, Council Members: Chris Dotzler, Jason Henke, Julie Miller, Kathy Galliger

MEMBERS ABSENT: Mike Skrbich

ALSO PRESENT: Street Supervisor Lon Nicko, Chief of Police Paul Ryan, Stan Gustafson, Citizens: Dave Ashton, Mike Hills, Amanda Lowe, Jenna Stanton (Confluence), Hannah Colby, Rick Liljenquist

Pledge of Allegiance.

1. **Call to Order.** The meeting was called to order by Mayor Megan Workman at 6:08 p.m.

2. **Approval of Agenda**

A motion to approve the agenda was made by Kathy Galliger, seconded by Julie Miller, and approved with all in favor.

3. **Consent Agenda.**

The following items were included in the consent agenda: - A motion to approve the consent agenda was made by Jason Henke, seconded by Chris Dotzler, and approved with all in favor.

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- Minutes – Regular Council Meeting 08/21/2023
  - Accounts Payable:
    - City of Aitkin  
8/22/23 to 8/31/23, Check #46320 to 46352 **TOTAL \$178,786.01**
    - Liquor Store  
8/22/23 to 8/31/23, Check #22925 to 22945 **TOTAL \$61,352.51**
  - Financial Reports: - N/A
  - Special Event Permit: Auctions by Norby – Street Closure 9/24/23

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4. **Presentation:**

- **Park Master Plan** - Aitkin County SHIP Coordinator Hannah Colby & Jena Stanton of Confluence presented the final draft of the City of Aitkin Master Park Plan to the Council. The plan lays out the vision for the entire city park on Bill Cline Way and the Tibbetts Trails and Park area across the river. Stanton expressed to the Council that the plan is a long-term tool to use. She also told them the importance of focusing on each individual project within the plan and when doing so she stressed that quality and completeness is the key to a successful project. A motion to approve and adopt the City of Aitkin Master Park Plan was made by Jason Henke, seconded by Julie Miller, and approved with all in favor.

5. **Public Hearing:** N/A

6. **Mayor's Report:** None.

7. **Administration Report:** None.

8. **Old Business:**

- **Maryhill Manor Parking –**  
Street Supervisor Lon Nicko & Police Chief Paul Ryan are requesting approval to create no parking/tow away zones November 1<sup>st</sup> to May 1<sup>st</sup> each year on the east side of 2<sup>nd</sup> Ave SE and the south side of 3<sup>rd</sup> St SE near the Maryhill Manor apartment building. A motion to approve the request was made by Chris Dotzler, seconded by Kathy Galliger, and approved with all in favor.
- **Creamery Lot-**  
Council Member Galliger stated that she would like the city to refund the EDA for the purchase price of the Creamery Lot so that the Council can move forward with decisions on the plans. She also requested information regarding the additional costs that the city has contributed to date. Council Member Miller stated that the EDA has been in discussions about how to move forward. Some downtown retailers have expressed interest in possibly purchasing the lot but are waiting for further information. Miller agreed to update the council after the next EDA meeting in October.

**9. New Business**

• **Performance Review –**

Julie Miller made a motion to have a closed session at the September 18, 2023, regular council meeting to conduct a performance review of the city administrator who is subject to the council’s authority. The motion was seconded by Jason Henke. The vote was called with Dotzler – aye, Henke – aye, Galliger – opposed. The motion carried.

Council Member Galliger shared that the personnel committee is working on clarifying the personnel policy and the procedure for performance reviews. The policy will be presented with updates at an upcoming meeting. She also shared information regarding open meeting law.

**10. Committee Reports:**

- Public Works:
  - The public works committee has discussed the improvement needs at the Liquor Store and is recommending moving forward with an engineer or architect to get an idea of the scope of work needed to update the bathrooms and parking lot. A motion to hire an engineer or architect was made by Council Julie Miller, seconded by Jason Henke, and approved all in favor.
- Budget Committee:
- Planning and Zoning:
- Park Committee:
  - Julie Miller said that she has been out to the Tank Trail property and the new paved trail appears to be nearly finished. She suggested that the park committee work on a grand opening event to celebrate the completed project.
- Library:
- Airport Commission:
- Personnel Committee:
- EDA:
- Fireworks:

**11. Comments from Visitors:**

**12. Adjournment**

- A motion to adjourn the meeting at 7:12 PM was made by Kathy Galliger, seconded by Jason Henke, and approved with all in favor.

  
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Megan Workman  
Mayor

  
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Mike Skrbich  
City Administrator