

AITKIN CITY COUNCIL MINUTES

REGULAR MEETING

AITKIN PUBLIC LIBRARY

March 4, 2024

6:00 p.m.

MEMBERS PRESENT: Council Members: Chris Dotzler, Jason Henke, Julie Miller, & Kathy Galliger

MEMBERS ABSENT: Mayor Megan Workman

ALSO PRESENT: City Clerk Jen Thompson, Street Supervisor Lon Nicko, Chief of Police Paul Ryan, Stephanie Kinnamon, and Kat Robb of the Aitkin Independent Age.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

- Draft Library minutes were added to the agenda. A motion to approve the agenda with the addition was made by Chris Dotzler, seconded by Julie Miller. The motion carried with all voting aye.

CONSENT AGENDA

The following items were included in the consent agenda:

- Minutes – Regular Council Meeting 2/20/2024
- Accounts Payable
 - City
 - Liquor Store
- Resolution No. 2024-03-04C Authorizing Application & Accept Funds for a Community Housing project at Westwood Drive (Hills Morris Westwood Addition Plat), Aitkin

A request for a revision to the meeting minutes was made to reflect that Council Member Dotzler was not present at the meeting held on 2/20/2024. A motion to approve the consent agenda with the revision to the minutes was made by Kathy Galliger, seconded by Chris Dotzler. Motion carried with all voting aye.

PUBLIC HEARING

- None.

MAYOR'S REPORT

- None

ADMINISTRATION REPORT

- Jen Thompson shared a brief update with the council.

OLD BUSINESS

- None.

NEW BUSINESS

- **Aitkin Water Tower & WWTF**

Public Utilities Manger, Dave Cluff updated the council on the WWTF improvement project. The project has progressed, and the first phase of the rehab is nearly ready to be bid and the estimated construction start date is July 2024. Bolton & Menk and City Clerk Jen Thompson are seeking grant opportunities, but it is likely the city will have to bond for the estimated \$4M cost.

- Cluff also gave the Council a progress update on the Water Tower Project and shared a photo of the approved design. The project has exceeded the original cost estimate of \$2.3M. The additional amount needed is approximately \$1.8 million. A bond application to the MN Public Facilities Authority (PFA) to address the additional cost, with possibility that the city may qualify for a PFA grant to offset a portion of the expenses, thereby reducing the bond amount.

Cluff asked the council to authorize and approve application to the MN PFA Drinking Water Revolving Fund (DWRP) via Resolution No. 2024-03-A (\$456,250 – well supply) & Resolution No. 2024-03-B (\$1,875,000 – water tower) in connection with the water tower replacement project. A motion to approve 2024-03-04A was made by Kathy Galliger, seconded by Julie Miller. The motion carried with all voting aye. A motion to approve 2024-03-04B was made by Kathy Galliger, seconded by Chris Dotzler. The motion carried with all voting aye.

TREE BOARD

- Draft Meeting Minutes 2/27/2024 Mtg.

PUBLIC WORKS COMMITTEE

- None.

PLANNING & ZONING

- 2/28/2024 Meeting was canceled.

PARK COMMITTEE

- None.

LIBRARY BOARD

- Draft Meeting Minutes 12/12/2023

AIRPORT COMMISSION

- Draft Meeting Minutes 2/28/2024

PERSONNEL COMMITTEE

- **Account Position Update**
 - Jen Thompson told the council that the new accountant job description has been updated and scored by David Drown. Next, she will work with the AFSCME Union to draft an MOU accepting the position into the contract. Then, the job description, pay range, & MOU will come back to council for approval along with approval to advertise the position vacancy.
- **City Administrator**
 - Jason Henke told the Council that the Personnel Committee will meet with Thompson again on March 13 for further contract discussion.

EDA

- None.

COMMENTS

- Stephanie Kinnamon told the council that she was happy to hear that the accountant position will be posted soon and she intends to submit application.

ADOURNMENT

- A motion to adjourn the meeting at 6:29 pm was made by Chris Dotzler, seconded by Julie Miller. The motion carried with all voting aye.

 X Megan Workman

Megan Workman
Mayor

 X Jennifer Thompson

Jennifer Thompson
City Clerk