

AITKIN CITY COUNCIL MINUTES  
REGULAR MEETING  
AITKIN PUBLIC LIBRARY

March 18, 2024

6:00 p.m.

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

**MEMBERS ABSENT:** None

**ALSO PRESENT:** City Clerk Jen Thompson, Street Supervisor Lon Nicko, Chief of Police Paul Ryan, Stan Gustafson, Mike Ramerth, & Julia Hipp, Kat Robb of the Aitkin Independent Age and Andy Basra of Baratto Brothers (via phone).

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

- Insurance Renewal was removed from the agenda. A motion to approve the agenda as amended was made by Kathy Galliger, seconded by Chris Dotzler. The motion carried with all voting aye.

**CONSENT AGENDA**

The following items were included in the consent agenda:

- Minutes – Regular Council Meeting 3/4/2024
- Accounts Payable
  - City
  - Liquor Store
- Financial Reports as of: 2/29/2024

A motion to approve the consent agenda was made by Kathy Galliger, seconded by Jason Henke. Motion carried with all voting aye.

**PUBLIC HEARING**

- None.

**MAYOR'S REPORT**

- None

**ADMINISTRATION REPORT**

- Jen Thompson shared a brief update regarding the recent election. The presidential primary was held on 3/5/2024. The city of Aitkin had 1293 registered voters at the start of the day, 6 new people registered the day off. 210 votes were cast in total.

**OLD BUSINESS**

- None.

**NEW BUSINESS**

- **Fieldhouse Project Status & Discussion**

A phone conference was held with Andy Basra, Project Manager for Baratto Brothers. Andy told the council they have had some difficulties with broken down equipment and subcontractors' schedules. The council expressed their frustration with the lack of progress. Discussion regarding the completion date was had. Basra told the council that Change Order No. 1 moved the substantial completion date to June 21, 2024. Neither the council nor city staff were aware of this date change.
- **Pay Estimate No. 3**
  - Pay Estimate No. 3 in the amount of \$41,671.41 was presented for approval. A motion to approve the payment was made by Jason Henke, seconded by Chris Dotzler. The motion carried with Dotzler, Henke, & Miller voting aye. Galliger – no.
- **MnDOT Hwy 169 & 210 Project**
  - A MnDOT informational meeting is scheduled on March 26<sup>th</sup> at the Aitkin Public Library and is a drop-in style meeting.

**PUBLIC WORKS COMMITTEE**

- **Draft Meeting Minutes 3/11/2023**
- **Nor-Son Aitkin Liquor Store Analysis**

- The public works committee has been discussing multiple improvement needs at the Aitkin Liquor Store. The committee reviewed a proposal from Nor-Son for a Building Analysis study costing \$8,500. The proposal is presented to the council with recommendation of approval. A motion to approve was made by Kathy Galliger, seconded by Chris Dotzler. The motion carried with all voting aye.

#### **PLANNING & ZONING**

- None.

#### **PARK COMMITTEE**

- **Draft Meeting Minutes 3/12/2024**
- **Community Fieldhouse Funding Update**
  - Jen Thompson shared a funding update with the council. The total contract price for the fieldhouse with change orders to date is \$601,463.25. Pay requests 1 & 2 have been paid totaling \$205,140.27. There is \$21,800 remaining to collect from the DNR grant, and \$250,000 available from IRRRB. The Park (802) fund balance as of 2/29/2024 is \$202,974.87. Cash and grants total \$474,744.87, remaining contract payments are \$396,322.98 which will leave approximately \$78,451.89 in the fund.

#### **LIBRARY BOARD**

- **Draft Meeting Minutes (Not yet available)**
- **Library Board Appointment**
  - An application from Kira Jensrud-Peura for an open seat on the Library Board was reviewed at the 3/12/2024 board meeting. The application is presented to the council with recommendation of approval. A motion to appoint Kira Jensrud-Peura to the Aitkin Library Board was made by Jason Henke, seconded by Julie Miller. The motion carried with all voting aye.
- **Quote – Fence**
  - A quote in the amount of \$5,692.50 from C3 Fencing to install and stain a privacy fence on the north side of the library parking lot was reviewed by the board members. The quote is presented to the council with recommendation of approval. A motion to approve was made by Jason Henke, seconded by Julie Miller. The motion carried with Dotzler, Henke, & Miller voting aye – Galliger no.
- **Activity Calendar**
  - The March & April activity calendar was included in the packet.

#### **AIRPORT COMMISSION**

- None.

#### **PERSONNEL COMMITTEE**

- **MOU Teamsters**
  - An MOU between the City of Aitkin & Teamsters Local 320 accepting newly appointed Chief Colter Riedel into the Supervisory Collective Bargaining Agreement. A motion to approve was made by Kathy Galliger, seconded by Jason Henke. The motion carried with all voting aye.
- **Accountant Job Description & Pay Range**
  - The job description of Accounting Clerk has been modified and retitled Accountant. The position was scored and placed on the city pay scale at a grade ST4 by Mark Goldberg of David Drown. A motion to approve the job description and pay range was made by Kathy Galliger, seconded by Jason Henke. The motion carried with all voting aye.
- **MOU AFSCME**
  - An MOU between the City of Aitkin & AFSCME accepting the accountant position into the AFSCME Administration Collective Bargaining Agreement was presented for approval. A motion to approve the MOU was made by Jason Henke, seconded by Julie Miller. The motion carried with all voting aye.
  - With the job description, pay range, and MOU approved the position will be posted.
- **City Administrator**
  - The Personnel Committee is having the city attorney review the final draft of the Administrator contract.

#### **EDA**

- None.

#### **COMMENTS**

- None.

**ADOURNMENT**

- A motion to adjourn the meeting at 7:32 pm was made by Jason Henke, seconded by Chris Dotzler. The motion carried with all voting aye.

X 

Megan Workman  
Mayor

X 

Jennifer Thompson  
City Clerk