

AITKIN CITY COUNCIL MINUTES

REGULAR MEETING

AITKIN PUBLIC LIBRARY

May 6, 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: Street Supervisor Lon Nicko, Chief of Police Colter Riedel, Kat Robb, Tami Jacobs, Stan Gustafson, & Mel Henrich.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

- A motion to approve the agenda was made by Julie Miller, seconded by Jason Henke. Motion carried with all voting aye.

CONSENT AGENDA

The following items were included in the consent agenda:

- Minutes – Regular Council Meeting 4/15/2024
- Accounts Payable
 - City
 - Liquor Store
- Financial Reports as of 4/30/2024
- Special Event Permit; MMFCU – Medallion Hunt, July 29 - August 2
- Special Event Permit; Aitkin Chamber – Paddle Your Glass Off, June 15
- Temporary Liquor License; Aitkin Chamber - Paddle Your Glass Off, June 15

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

OLD BUSINESS

- None.

NEW BUSINESS

- **Resolution No. 2024-05-06A**
 - A motion to approve resolution no. 2024-05-06A accepting a donation to the Aitkin Fire Department in the amount of \$1,000 and a donation to the Aitkin Police Department in the amount of \$500 was made by Kathy Galliger, seconded by Julie Miller. Motion carried with all voting aye.
- **Community Clean-up Day**
 - Lon Nicko told the council that Aitkin High School Community Clean-up Day will be 5/8 & 5/9 and he will have students assisting with park clean up and weeding at the library.
- **Resignation – Assistant Police Chief, Shawn Brown**
 - A notice of resignation from Assistant Police Chief was received on April 25, 2024. The notice stated his resignation is effective April 28, 2024. Brown has been with the City of Aitkin for 22 years and his service to the community is appreciated. Galliger moved to accept the resignation with regret and thank Brown for his service. The motion was seconded by Jason Henke. Motion carried with all voting aye.
- **Post Assistant Chief Position**
 - A motion to post the vacant Chief of Police position internally for 14 days was made by Kathy Galliger, seconded by Chris Dotzler. Motion carried with all voting aye.
- **Post Police Officer Position**
 - A motion to post for a police officer position was made by Kathy Galliger, seconded by Chris Dotzler. Motion carried with all voting aye.
- **INH Properties: Request to Extend Tax Abatement**

- To accommodate a pending Workforce Housing Development Program application made by the City on behalf of INH Properties is set to be awarded in August therefore INH is requesting to extend the commencement date in the Tax Abatement Agreement. Discussion was had and the February 2025 completion date was noted as incorrect. A motion to table the request until clarified was made by Kathy Galliger, seconded by Jason Henke. Motion carried. The request will be brought back for consideration at a future meeting.
- **Resignation – Liquor Store Clerk, Kathy Chamberlin**
 - Liquor Store Manager Sam Keil has received a notice of resignation from clerk, Kathy Chamberlin. A motion to accept the resignation was made by Jason Henke, seconded by Kathy Galliger. Motion carried with all voting aye.
- **Post Liquor Store Clerk Position**
 - A motion to post for the position of liquor store clerk was made by Jason Henke, seconded by Chris Dotzler. Motion carried with all voting aye.

TREE COMMITTEE

- Proclamation – Declaring May 15th, 2024 City of Aitkin Arbor Day.
 - In celebration of Arbor Day the City Tree Board will plant 20 trees (8 species) at Tibbetts Trails and Park on May 15th at 1:00 p.m.

PUBLIC WORKS COMMITTEE

- None.

PLANNING & ZONING

- None.

PARK COMMITTEE

- None.

LIBRARY BOARD

- None.

AIRPORT COMMISSION

- Draft minutes; 4/24/2024 meeting.

PERSONNEL COMMITTEE

- The 5/6/2024 regular meeting is canceled.
- City Administrator Contract; A motion to approve the contract between the City of Aitkin and Jennifer Thompson for the City Administrator Position effective May 3, 2024 was made by Julie Miller, seconded by Jason Henke. Dotzler, Henke, & Miller aye. Galliger opposed. Motion carried.
- Accountant Position; A motion to approve the conditional offer letter to Stephanie Kinnamon, STA4, Step 2 was made by Julie Miller, seconded by Chris Dotzler. Motion carried with all voting aye.

EDA

- 4/25/2024 Meeting was canceled.

COMMENTS

- None.

ADJOURNMENT

- A motion to adjourn the meeting at 6:40 pm was made by Jason Henke, seconded by Julie Miller. The motion carried with all voting aye.



 Megan Workman
 Mayor



 Jennifer Thompson
 City Clerk