

AITKIN CITY COUNCIL MINUTES

REGULAR MEETING

AITKIN PUBLIC LIBRARY

September 16, 2024

6:00 p.m.

MEMBERS PRESENT: Interim Mayor Gary Tibbitts, Council Members Chris Dotzler, Jason Henke & Kathy Galliger

MEMBERS ABSENT: Julie Miller

ALSO PRESENT: Street Supervisor Lon Nicko, Police Chief Colter Riedel, Fire Chief Brian Pisarek, Kat Robb, Justin Cartie.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

- A motion to approve the agenda was made by Chris Dotzler, seconded by Jason Henke. The motion carried with all voting aye.

CONSENT AGENDA

The following items were included in the consent agenda:

- Minutes – Regular Council Meeting 9/3/2024
- Accounts Payable
 - City
 - Liquor Store
- Resolution No. 2024-09-16A Authorize Execution of TZD Agreement (Annual Renewal)
- Resolution No. 2024-09-16B Authorize Disposal of Public Property

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

PUBLIC HEARING

- **None.**

MAYOR'S REPORT

- Interim Mayor Tibbitts will attend the September 19 State of the Range presentation and the RAMS meeting on September 26.
- The Mayor's Appointment list has been updated to indicate that Interim Mayor Tibbitts will assume the committee positions previously held by the former Mayor.

ADMINISTRATION REPORT

- Thompson informed the council that city staff, the city engineer, and the city planner met with Superintendent Stifter and school planning staff on September 11 to discuss the district's potential school facility construction. Superintendent Stifter will speak to the council at a future meeting.

OLD BUSINESS

- **None.**

NEW BUSINESS

- **Aitkin PD – Commendation Program**
- Police Chief Colter Riedel Chief Riedel informed the council about the implementation of a commendation program to recognize officers who go above and beyond or put themselves at risk for the greater good.
- **Aitkin PD – Axon Taser Contract**
 - The Axon 2025 – 2029 Taser contract was presented for approval. A motion to approve the contract was made by Chris Dotzler and seconded by Kathy Galliger. The motion carried with all voting aye.
- **Liquor Store – Post for Part-time Clerks**
 - Liquor Store Manager Sam Keil has expressed need for more part-time employees to fill in shifts and reduce overtime. A motion to approve posting for two part-time (14 hours per week or less) employees was made by Jason Henke, seconded by Chris Dotzler. The motion carried with all voting aye.
- **Liquor Store – Credit Card Processor**
 - Liquor Store Manager, Sam Keil has requested to change credit card processing companies. She was recently notified that the current company does not allow charging the customer back for credit card fees. A contract with Heartland Credit Card processing will resolve the issue and reduce the processing fees in general. A motion to approve the contract was made by Chris Dotzler, seconded by Jason Henke. The motion carried with all voting aye.
- **Street Department**

- Street Supervisor Lon Nicko noted an issue with campaign signs. Recently, he has found some stapled to utility poles which is against city ordinance, so they have been removed. A notice was posted on Facebook notifying the community of the restrictions.

PUBLIC WORKS COMMITTEE

- **Draft Minutes – 9/9/2024 Mtg.**
- **Proposal – Widseth; Fire Police Roof Replacement**
 - In late August, the Public Works Committee discussed a quote from Bolton & Menk for engineering services related to the roof replacement needs at the Fire Hall/Police Department, totaling \$29,100. A second quote was obtained from Widseth and considered at the September Public Works Committee meeting for similar services, amounting to \$11,750, noting that the fee may fluctuate depending on the project's scope. After reviewing the proposals, the Public Works Committee recommended moving forward with the Widseth proposal. Chris Dotzler made a motion to approve the agreement, which was seconded by Jason Henke. The motion carried with all voting aye.

PLANNING & ZONING

- **None.**

BUDGET COMMITTEE

- **Resolution No. 2024-0916B**
 - Resolution No. 2024-09-16B, adopting the 2025 Preliminary Budget and Tax Levy, was presented to the council for consideration. The proposed preliminary levy increase is 9.39%, amounting to \$182,545 more than in 2024. Chris Dotzler made a motion to approve the resolution, which was seconded by Jason Henke. The motion carried with all voting aye.
- **Truth-in-Taxation Meeting**
 - Jason Henke made a motion to set the Truth-in-Taxation budget hearing for December 2, 2024 – 6:00 p.m. at the Aitkin Public Library. The motion was seconded by Kathy Galliger. The motion carried with all voting aye.

PARK COMMITTEE

- **Draft Minutes – 9/10/2024 Mtg.**
- **Quote from C3 Fencing**
 - A quote of \$4,808.61 from C3 Fencing was reviewed by the Park Committee for the installation of existing chain link fence materials, additional materials needed to complete the fence, and labor costs. Brandon Cluff of C3 Fencing agreed to reduce the labor costs by \$1,000 in exchange for placing a business advertisement on the fence after installation. The Park Committee recommends approving the adjusted cost of \$3,808.61 and granting permission for the advertisement to the council. Street Supervisor Nicko requested the council's approval for a contingency budget of \$5,000 or less to complete the project without requiring further approval. A motion to approve the quote and advertisement for \$5,000 or less was made by Kathy Galliger and seconded by Jason Henke.

LIBRARY BOARD

- **None.**

AIRPORT COMMISSION

- **None.**

PERSONNEL COMMITTEE

- **None.**

EDA

- **None.**

COMMENTS


- Street Supervisor Nicko stated that the sewer cleaning crew is in town, notification will go out on Facebook and the Newspaper so that residents are aware to keep their lids down in order to avoid possible splashing during the cleaning process.

ADJOURNMENT

- A motion to adjourn the meeting at 6:49 pm was made by Chris Dotzler, seconded by Jason Henke. The motion carried with all voting aye.

X 

Gary Tibbitts
Mayor

X 

Jennifer Thompson
City Administrator