

AITKIN CITY COUNCIL MINUTES
REGULAR MEETING
AITKIN PUBLIC LIBRARY

August 4, 2025

6:00 p.m.

MEMBERS PRESENT: Mayor Gary Tibbitts, Council Members Julie Miller, Justin Cartie, Chris Dotzler

MEMBERS ABSENT: Jason Henke

ALSO PRESENT: Street Supervisor Lon Nicko, Police Chief Colter Riedel, Tami Jacobs, Ken Westman

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Additions under New Business:

- Aitkin County Friends of the Arts Temporary Liquor License 9/6/2025
- Vacant Liquor Store Clerk Position and Approval to Post

A motion to approve the agenda as amended was made by Justin Cartie, 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 7/21/2025
- Accounts Payable
 - City
 - Liquor Store
- Welcome to Aitkin Sign – Easement Doc.

A motion to approve the consent agenda was made by Julie Miller, seconded by Chris Dotzler. The motion carried with all voting aye.

PUBLIC HEARING

- None.

MAYOR'S REPORT

- Thank You to the Chamber, Street Department, Police Department, and Fire Department for a well-done Riverboat Days Event.

ADMINISTRATION REPORT

- NEW Aitkin County Administrator, David Minke from Pine County starts on 9/8/2025.
- National Night Out on 8/5/2025 from 5-7PM at Aitkin City Park. It has been posted as a potential quorum of the council, so all council members are able to attend.
- Growth Innovations & INH Properties Groundbreaking on 8/25/2025 at 12PM at 607 Bunker Hill Dr. It has been posted as a potential quorum of the council, so all council members are able to attend.

OLD BUSINESS

- None.

NEW BUSINESS

- **Bunker Hill – Street Parking**
 - Currently, Bunker Hill Drive has limited parking restrictions, with parking prohibited only near driveway entrances. All properties along Bunker Hill Drive, due to their zoning classification and development standards, are required to provide sufficient on-site parking. At the Public Works Meeting on 7/14/2025, the committee reviewed these concerns and recommended that Bunker Hill Drive be designated as a no-parking zone on both sides of the street. Prohibiting parking would improve visibility and safety for drivers and pedestrians, ensure clear and consistent access for emergency vehicles, especially ambulances accessing Riverwood, and allow for more effective and timely snow removal during the winter months. City Administrator Jen Thompson sent a letter to all impacted properties of the proposed changes. Element MFG provided a letter of support for the proposed changes. Ken Westman, on behalf of Riverwood, opposed the suggested changes. Ken reached out to the Ambulance Services at the Hospital and there are no concerns to the current setup on Bunker Hill Drive. City Administrator will send a copy of the Zoning Ordinance to Ken and the Council Members. The conversation was tabled until the next meeting.

- **Police Department Update**

- Since January 2025, the Police Department responded to 2230 calls for service and 461 of those calls resulted in a case. The call volume has been consistent throughout the summer. The Police Department will continue to have events with the public such as Coffee with a Cop, and National Night Out on 8/5/2025. The community came together in support with donations, food, and music for NNO. The presentation for Tall Cop on 8/26/2025 has a great presenter and is very informative on substance abuse and misuse. The Street Department has been helping the re-do the crossings around town. They will be updating the school zones with new lights and signage.

- **Aitkin County Friends of the Arts – Temporary Liquor License 9/6/2025**

- The temporary liquor license is in connection with the Brew Fest Special Event Permit that has not been submitted yet.

A motion to approve Aitkin County Friends of the Arts Temporary Liquor License for 9/6/2025 was made by Chris Dotzler, seconded by Justin Cartie. The motion carried with all voting aye.

- **Vacant Liquor Store Clerk (14 hours or less) and Approval to Post**

- There has been a resignation from a 14 hours or less liquor store clerk.

A motion to approve the posting of the Liquor Store Clerk (14 hours or less) was made by Julie Miller, seconded by Justin Cartie. The motion carried with all voting aye.

- **Buckle-Up Signs with Maintenance**

- Police Chief Colter Riedel inquired about painting buckle up signs throughout the parking lots in town through the TZD Coalition.

A motion to approve painting buckle-up signs in parking lots was made by Chris Dotzler, seconded by Justin Cartie. The motion carried with all voting aye.

PUBLIC WORKS

- None.

BUDGET COMMITTEE

- None.

PLANNING & ZONING

- None.

PARK COMMITTEE

- 8/23/2025 Concert in Central Park

LIBRARY COMMITTEE

- None.

AIRPORT COMMISSION

- Draft Minutes – 7/24/2025 Mtg.
- Airport Commission Mtg. Location Change: Airport Pilot’s Lounge on 8/28/2025

PERSONNEL COMMITTEE

- None.

EDA

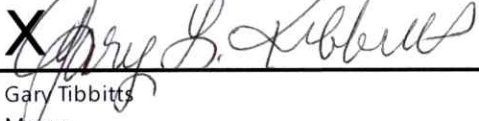
- 8/12/2025 3PM Special Meeting

COMMENTS FROM VISITORS

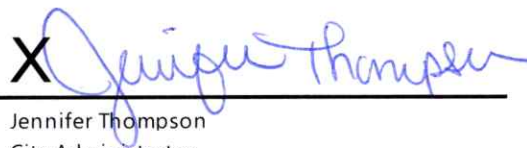
- Sewer Cleaning has started this week and will be in the City throughout the next few weeks.
- Andrew Carlstrom from Aitkin County Planning and Zoning called Street Supervisor Lon Nicko because the public has been disposing full trees in the dump site, which is not allowed.
- Street Supervisor Lon Nicko will inquire more clarification about the MnDOT Resurface Update.

ADJOURNMENT

- A motion to adjourn the meeting at 6:40 pm was made by Chris Dotzler, seconded by Justin Cartie. The motion carried with all voting aye.

X 

Gary Tibbitts
Mayor

X 

Jennifer Thompson
City Administrator