

AITKIN CITY COUNCIL MINUTES
REGULAR MEETING
AITKIN PUBLIC LIBRARY

August 18, 2025

6:00 p.m.

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

MEMBERS ABSENT: None.

ALSO PRESENT: Street Supervisor Lon Nicko, Police Chief Colter Riedel, Tami Jacobs, Kat Robb, Lucille Franzen, Lisa Christenson

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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

CONSENT AGENDA

The following items were included in the consent agenda:

- Minutes – Regular Council Meeting 8/4/2025
- Accounts Payable
 - City
 - Liquor Store
- Financial Reports as of: 7/31/2025
- Gambling Permit Application- NWTF Aitkin Gobblers Event: 9/27/2025
- Special Event Permit- Harvest Moon Brewfest Event: 9/6/2025
- Resolution No. 2025-08-18B Authorize COA to Make App & Accept Funds from IRRR

A motion to approve the consent agenda was made by Jason Henke, seconded by Justin Cartie. The motion carried with all voting aye.

PUBLIC HEARING

- None.

MAYOR'S REPORT

- Mayor Gary Tibbitts will attend the State of the Range 2025 on September 17th in Virginia, MN.

ADMINISTRATION REPORT

- Fieldhouse Rental Update
 - The public has enjoyed having the ability to rent the Fieldhouse. There have been 4 paid rentals, and the popularity is starting to pick up.
- Nuisance Property Update
 - There are 15 current property complaints, 1 fully closed out, and 3 fines sent out. The Code Inspector, Jeff, is willing to work with residents as long as there is progress. 2 residents have complimented the changes they have seen.

OLD BUSINESS

- **Bunker Hill – Street Parking**
 - Council Members Chris Dotzler and Jason Henke noticed a decrease in parking along Bunker Hill Drive since the last Council Meeting. Council Member Justin Cartie noticed a trailer and a skid steer parked along the street when there was ample parking in the parking lot. During the winter months, there are concerns about cars parking on both sides of Bunker Hill Drive when snow has drifted into the street and the Street Department safely being able to plow the road. Police Chief Colter Riedel suggested a Snow Route where there would be no parking during a snow event. Mayor Gary Tibbitts suggested seasonal parking. Lucille Franzen, a homeowner on Bunker Hill Drive, stated that her guests should be allowed to park on the street when visiting.

A motion to approve No Parking on Bunker Hill Drive was made by Justin Cartie, seconded by Chris Dotzler. Mayor Tibbitts called the vote.

- Council Member Dotzler – Aye
- Council Member Henke – Nay
- Council Member Miller – Nay
- Council Member Cartie – Aye

Mayor Gary Tibbitts broke the tie by voting Nay. The motion failed 3-2.

NEW BUSINESS

- **Community Business Partnership (CBP) Application for Curio North**

- Curio North currently has a CBP Loan with a remaining balance of \$8,317.50 after their August 2025 payment. Per CBP guidelines, the maximum allowable loan amount per business is \$15,000. Curio North requested a second CBP Loan in the amount of \$6,682.50. The Economic Development Authority met on August 12, 2025 to review the CBP Application and recommend the approval of the CBP Application for Curio North for \$6,682.50.

A motion to approve the CBP Application for Curio North for \$6,682.50 was made by Julie Miller, seconded by Justin Cartie. The motion carried with all voting aye.

- **Resolution No. 2025-08-18A Accepting Grant from MN Energy for PD Ballistic Shield**

- The Police Department received a Grant Check for \$2,000.00 from MN Energy to purchase a ballistic shield. A ballistic shield is an added extra layer of protection to enhance both officer and public safety in critical situations.

A motion to approve Resolution No. 2025-08-18A Accepting Grant from MN Energy for PD Ballistic Shield was made by Chris Dotzler, seconded by Justin Cartie. The motion carried with all voting aye.

- **Water Storage Improvements Pay Request No. 3**

- Pay Request No. 3 in the amount of \$488,252.50. This will be reimbursed completely under the EPA Grant.

A motion to approve Pay Request No. 3 was made by Jason Henke, seconded by Justin Cartie. The motion carried with all voting aye.

- **WWTF CMAR Design/Re-Design and Construction Services**

- Rice Lake Construction Group was selected as the CMAR Contractor and alongside Bolton & Menk prepared a scope and fee design not to exceed \$362,400 which will be paid from the 617 fund.

A motion to approve WWTF CMAR Design/Re-Design and Construction Services was made by Chris Dotzler, seconded by Justin Cartie. The motion carried with all voting aye.

- **City Park 430' Trail Reconstruction**

- In January 2025, the City applied to the MnDOT Active Transportation Grant program for approximately 1.12 miles of walking trail reconstruction and pedestrian bridge replacement at the Aitkin City Park. The total project cost was estimated at \$795,000. In April, the City was notified that the project was not selected for funding. On July 8, 2025 the Park Committee determined the urgent need to repair approximately 430 feet of trail located north of the pedestrian bridge. The City plans to apply for the MnDOT Active Transportation Grant program in Fall 2026; however, the 430 feet of trail cannot wait for 2027 for funding. The Park Committee recommended moving forward with reconstruction as soon as possible. Two quotes were obtained from Anderson Brothers and Rocon Paving. Rocon Paving was the lowest bidder at \$21,450. This project can be funded by reallocating existing 2025 Park budget line items.

A motion to award the City Park 430' Trail Reconstruction to Roncon Paving for \$21,450 by reallocating existing 2025 Park budget line items was made by Julie Miller, seconded by Jason Henke. 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

- None.

PERSONNEL COMMITTEE

- None.

EDA

- Draft Minutes 8/12/2025 Special Mtg.

COMMENTS FROM VISITORS

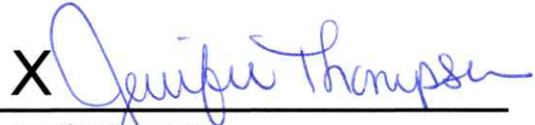
- Tami Jacobs from Growth Innovations announced that the Ground Breaking Ceremony has been rescheduled and a date will be announced later.

ADJOURNMENT

- A motion to adjourn the meeting at 6:42 pm was made by Justin Cartie, seconded by Jason Henke. The motion carried with all voting aye.

X 

Gary Tibbitts
Mayor

X 

Jennifer Thompson
City Administrator