

City of Karlstad City Council
Regular Meeting Minutes
Monday, June 2, 2025 at 6PM
City Office Conference Room
104 S. 1st Street

Meeting Called to Order By: Mayor Nelson at 6PM

Present: Dale Nelson, Rob Mickelson, Kristin Berberich, Markelle Kuznia, Jenny Olson, Shelby Fossell

Absent: N/A

Guests: Adam Hanson, Jeremy Folland, Dustin Fanfulik, Jeff Hane, Krista Pietruszewski (NSN), Connie Nordin, Danielle Byfuglien (KUK)

1. Minutes – Motion by Kristin Berberich, second by Markelle Kuznia, to approve the May 5, 2025 Board of Appeals & special meeting minutes. Ayes carried.

2. Claims – Motion by Kristin Berberich, second by Markelle Kuznia, to approve the audit of and authorize payment of the claims for May 8, 2025, and May 23, 2025 as presented. Ayes carried.

NEW BUSINESS:

3. **Street Improvements:** Bid opening results were presented by Dustin Fanfulik. Only 2 bids were received from RJ Zavoral and Knife River. RJ Zavoral was the low bidder with a base bid of \$316,981.50 and an alternate 1 bid of \$150,854.40 for a total bid of \$467,835.90. Dustin also reviewed the assessment rates for affected homeowners with a front end benefit assessment rate of \$22.24 and an end benefit assessment rate of \$7.41. Bids are valid for 60 days from the day of bid opening. Dustin recommends holding a Public Hearing with this information prior to awarding the project due to the drainage alternate 1 being added since the last Public Hearing. A special meeting will be scheduled to file the final assessment roll once prepared by Widseth.

4. **Airport:** Project Pulse reviewed. Action item requested by Bollig was Resolution #06-614-2025 requesting MMB funding for FY2026 for the airport project. No bonding bills were passed this session. A special session may be held but the deadline to apply for FY26 funding expires before the special session would end. Motion to accept and approve Resolution 06-614-2025 by Rob Mickelson, second by Dale Nelson. Vote- Yay: Rob Mickelson, Dale Nelson, Kristin Berberich, Markelle Kuznia. Nay: Jenny Olson. Motion carried.

5. **Park:** Sledding hill and park condition was discussed. Clerk spoke with Jaron Englund and they plan to schedule a Park Board meeting in the near future to discuss current conditions and concerns. This matter will be revisited at the July meeting.

6. **City Vehicles:** No bids received for the 2 City vehicles. Motion to give permission to scrap both vehicles was made by Rob Mickelson, second by Jenny Olson. Ayes carried.

7. **Leaf Pick up:** Kristin mentioned Thief River Falls offering leaf pick up. After researching the idea, a vehicle capable of this service would cost potentially hundreds of thousands of dollars which Karlstad is in no position to purchase at this time.

8. **Pembina Trail:** Bike path options were discussed along Pembina Trail to ensure a safer travel path for children. Brad Johnson advised that there are funding opportunities through Northwest Regional Development. He will get the Clerk more information and contacts.

9. **Fire Department:** Jeremy Folland explained the repairs needed for the siren and repeater. The control board is out on the siren. Stone's repaired the current siren for \$2,184.04. They would replace it with a new one having warranty for an additional \$2,517. The repeater is unrepairable. Cost to replace is \$4,864. Jeremy also asked for permission to put an older good neck trailer and a pintle hitch trailer out on bid. Motion to approve all 3 requests as presented by Kristin Berberich, second by Jenny Olson. Ayes carried.

OTHER BUSINESS:

10. **Property Line Issue:** 701 Main St S photos and email reviewed. This is a civil matter. Homeowner needs to have property surveyed and take the matter to court if they chose.

11. **Planning & Zoning:** Building permits submitted by Neil Moss & Jill Hanson reviewed. Both were recommended for approval by the Zoning Commission. Motion to accept and approve both permits as presented by Kristin Berberich, second by Jenny Olson. Ayes carried.

12. **Water Quality:** Connie Nordin brought in a jar of water from her home toilet. There are orange/brown floaties in her water. Adam Hanson explained to her that the water treatment plan approved through Hawkins has not been installed yet due to delays with getting the plan approved through MDH. Clerk gave information to Dustin from Widseth as MDH is requesting a re-submittal with a licensed engineer signing off on the implementation plan.

There being no further business, the meeting was adjourned at 7:22PM.

The next council meeting will be Monday, July 7, 2025 at 6:00pm.

Shelby Fossell
Clerk/Treasurer