

City of Karlstad City Council  
Special Meeting Minutes  
Monday, July 7, 2025 at 6:30PM  
City Office Conference Room  
104 S. 1st Street

Meeting Called to Order By: Mayor Nelson at 6:47PM

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

Absent: N/A

Guests: Dustin Fanfulik, Angela Holm, Danielle Byfuglien

1. Minutes – Motion by Kristin Berberich, second by Jenny Olson, to approve the June 2, 2025 meeting, and the June 11, 2025 special meeting. Ayes carried.

2. Claims – Motion by Kristin Berberich, second by Markelle Kuznia, to approve the audit of and authorize payment of the claims for June 5, 2025, and June 25, 2025 as presented. Ayes carried.

**NEW BUSINESS:**

3. **Street Improvements:** Decision to proceed with project was discussed following the Public Hearing. Mayor Nelson mentioned that Co. Rd 9 by the carwash will be redone in 2026 instead of 2027. Bidding alongside that project may be beneficial for pricing. Public comment at the Hearing suggests that the project not move forward at this time. Council discussed readdressing the drainage problem and options for the rest of this year and revisit the pavement project next year. Widseth's costs remain the same as long as the scope of the project doesn't change. Motion to reject bids was made by Kristin Berberich, second by Markelle Kuznia. Ayes carried. Council directed Widseth to survey the area more to come up with other possible drainage options for this year.

4. **Airport:** Project Pulse was reviewed. Angela Holm recapped the 2025 funding and there was no funding allocated to any community project in MN. The 2026 legislative funding is an option but Rep. Burkel and Sen. Johnson have suggested the City and Bollig look for funds elsewhere also. Angie explained that Bollig has a specific funding team that will look for other options and come back with proposals in a couple of months. Some examples include the Federal EDA, MnDOT, and other county or local sources for safety, disaster recovery, or economic development. The Federal EDA would cover 80% of construction and MnDOT has expressed an interest in in partnering with that funding to help cover the other 20%. Local and county sources would be targeted to cover any other match percentage. The goal is still to have a zero % match for the City.

5. **Airport:** Crop lease proposal from Paul Wollin was discussed. He'd like to hay the airport land and offer the City \$15/bale. Motion to accept proposal of \$15/bale, for the 2025 year only, contingent on draft liability agreement from Jeff Hane was made by Kristin Berberich, second by Markelle Kuznia. Ayes carried.

6. **Cannabis Ordinance:** Resolution #07-616-2025 Delegating Cannabis Retail Registration To Kittson County

Motion to accept and approve Resolution #07-616-2025 as presented was made by Rob Mickelson, second by Jenny Olson. Ayes carried.

7. **FD Trailer bids:** One bid for the yellow trailer was received from Sander Dagen in the amount of \$3,505. Motion to accept bid contingent on FD approval and acceptance was made by Rob Mickelson, second by Jenny Olson. Ayes carried.

8. **Letter Addressing Houses on Pembina Trail:** Letter received from Brian & Kathy Bedard was reviewed. They've addressed concerns with multiple properties along the North side of Pembina Trail. The Council discussed that most of the problems are past the City limits onto County property. Council suggested the Clerk forward the letter to the County and ask for direction on next steps to remedy the mentioned concerns.

**OTHER BUSINESS:**

9. **2025 Mid-year Budget Report:** Reviewed.

10. **Park Board:** Resignation letters from Corey & Lori Wikstrom, and Jordan Wikstrom were reviewed. Council suggested posting ad in the paper looking for new interested parties.

11. **City Cleaning:** Resignation letter from Avis Sele was reviewed. Council suggested posting ad in the paper for new hire.

12. **Clinic Roof:** Waiting for Northwest Roofing quote.

13. **Bike Path:** NW Reg. Dev. email was reviewed. Tim Finseth would like to schedule a meeting with Clerk in July to come and talk about plans and give possible route suggestions. Funding sources will need to be addressed at a later time.

There being no further business, the meeting was adjourned at 7:58PM.

The next council meeting will be Monday, August 4, 2025 at 6:00pm.

Shelby Fossell  
Clerk/Treasurer