

City of Karlstad City Council  
Regular Meeting Minutes  
Monday, August 4, 2025 at 6PM  
City Office Conference Room  
104 S. 1st Street

Meeting Called to Order By: Mayor Nelson at 6:03PM.

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

Absent: N/A

Guests: Krista Pietruszewski (NSN)

1. Minutes – Motion by Jenny Olson, second by Rob Mickelson, to approve the July 7, 2025 Public Hearing Minutes, and the July 7, 2025 Special Meeting Minutes, after one name change on page 2 of the Public Hearing Minutes. Ayes carried.

2. Claims – Motion by Rob Mickelson, second by Markelle Kuznia, to approve the audit of and authorize payment of the claims for July 8, 2025, and July 25, 2025 as presented. Ayes carried.

**NEW BUSINESS:**

1. **Council Resignation:** Kristin Berberich has resigned from the City Council, effective 7/25/25. Resolution #08-617-2025 Resolution Accepting Resignation of Council Member and Declaring Vacancy.

Motion to accept and approve Resolution #08-617-2025 as presented by Jenny Olson, second by Markelle Kuznia. Ayes carried. Clerk will post in the NSN for 2 weeks for interested parties to submit in writing to the City Office with a brief description of why they'd like to serve on the City Council. Council person will be appointed at the September 8<sup>th</sup>, 2025 meeting.

2. **Airport:** Project Pulse reviewed. Pay Application #5 reviewed. Motion to accept and approve as presented by Rob Mickelson, second by Markelle Kuznia. Ayes carried.

3. **New Homeowner Incentive:** Two requests were reviewed. Council requested that Clerk provide the terms and rules for the September 8<sup>th</sup> meeting. If terms and rules are met, motion to approve both by Rob Mickelson, second by Jenny Olson. Ayes carried.

4. **Planning & Zoning:** 3 building permits reviewed.

- Motion to approve Brian Krantz permit was made by Markelle Kuznia, second by Jenny Olson. Ayes carried.
- Motion to approve Marlin Nelson permit was made by Markelle Kuznia, second by Jenny Olson. Ayes carried.
- Motion to approve Brett Spilde permit was made by Markelle Kuznia, second by Rob Mickelson. Ayes carried.

**OTHER BUSINESS:**

5. **Letter Addressing Houses on Pembina Trail:** Forwarded to County; Scot Olson & Aimee Sugden.

6. **Debit Card:** PSB is waiving the \$10 monthly service fee in order to keep the same account.

7. **Park Board:** Have not met yet. Nothing received at the City from interested parties in joining the Park Board.

8. **City Cleaning:** Nothing received at the City from interested parties. Kristin Berberich is willing to take over the Community Center cleaning.

9. **Moosefest:** Beer garden at Pavilion Park was discussed. The Legion wants to host a beer garden at the Pavilion Park during the live entertainment on Saturday of Moosefest. Motion to approve for this year only, from the hours of 4-8pm only, for the date of August 9<sup>th</sup>, 2025 only, with provided copy of insurance adding the City as an additional insured, with no fee this year, was made by Markelle Kuznia, second by Jenny Olson. Ayes carried.

There being no further business, the meeting was adjourned at 6:50pm.

The next council meeting will be Monday, September 8, 2025 at 5:30pm.

Shelby Fossell  
Clerk/Treasurer