

**City of Red Lake Falls
City Council Meeting
January 5, 2026
Minutes**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Red Lake Falls, Red Lake County, Minnesota was duly held in the Council Chambers of said City on the 5th day of January 2026.

Members Present: Allen Bertilrud, Joyce Kalbakdalen, John Kleven, Neil Knaack, Cheryl Matzke, Kyle Thibert

Members Absent: None

Others Present: Kathy Schmitz, Delray Sparby, Jane Thibert, Jess Andersen

The meeting was called to order at 6:05 p.m.

APPROVAL OF AGENDA

Table Item 6.08 Personnel Manual, Addition of Item 6.08 City Hall. Kalbakdalen moved, seconded by Thibert, to approve the amended agenda.

On vote being taken, the motion was unanimously passed.

CONSENT AGENDA

Kalbakdalen moved, seconded by Kleven, to approve the Consent Agenda.

Approval of December 8, 2025 Truth in Taxation Public Hearing Minutes

Approval of December 8, 2025 Minutes Agenda with the amendment of correcting the spelling of Hufnagle.

Approval of the Bills and Disbursements

Approval of 2026 Council Meeting Dates on the 2nd & 4th Monday of each month exception of those landing on a holiday, they will be scheduled for the following Wednesday.

Approval of Resolution #01-01-2026 Identity Theft Prevention Program.

Approval of the Conflict-of-Interest Policy.

On vote being taken, the motion was unanimously passed.

NEW BUSINESS

Kleven moved, seconded by Kalbakdalen, to nominate Council Member Neil Knaack to serve as Vice Mayor for 2026.

On vote being taken, the motion was unanimously passed.

Matzke moved, seconded by Thibert to approve the following names on the signature cards for 2026: Kathleen Schmitz, Allen Bertilrud, Jane Thibert, Neil Knaack.

On vote being taken, the motion was unanimously passed.

Kalbakdalen moved, seconded by Thibert to designate The Red Lake County Gazette, as the official newspaper.

Kalbakdalen moved, seconded by Thibert to approve the 2026 Official Depositories of Unity Bank/ICS Sweep/CDRS/LPL (Ceterais), Red Lake Co-op Federal Credit Union and Dakota Heritage Bank/ICS Sweep/CDRS/LPL (Ceterais).

Kalbakdalen moved, seconded by Knaack to approve Delray Sparby or Nathan Haase of Ihle, Sparby & Haase, PA, Tanner Holten of Harbott, Knutson, Larson & Holten, Elisa Hatlevig of Jordain, Logan & O'Brien as 2026 City attorneys.

Kleven moved, seconded by Kalbakdalen to approve the City Council Committee Assignments for the Calendar Year 2026.

On vote being taken, the motion was unanimously passed.

Kleven moved, seconded by Knaack, to approve the personnel policy change increasing vacation carryover hours from 160 hours to 200 hours.

On vote being taken, the motion was unanimously passed.

Knaack moved, seconded by Matzke, to close the arena when school is closed due to inclement weather.

On vote being taken the motion was passed. Kleven opposed.

Kleven moved, seconded by Thibert, to charge \$50.00 per three-hour session for private lessons in the gymnasium. The interested party will work with the City Administrator to establish a schedule.

On vote being taken, Kleven opposed, the motion was passed.

Council member Kleven will be attending council meetings through interactive technology during the months of February and March.

Meeting was adjourned to the council work session in the Council Chambers at 5:00 pm on Monday, January 26, 2026.

The meeting adjourned at 7:09 pm.

Respectfully submitted,

Allen Bertilrud, Mayor
Kathleen Schmitz, City Administrator

The published material is only a summary, the full text is available for public inspection at City Hall, or by standard or electronic mail.