

City of Red Lake Falls
March 23, 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 23rd day of March 2026.

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

Member Present through interactive technology: John Kleven

Members Absent: None

Others Present: Kathy Schmitz, Delray Sparby, Jane Thibert, Matt Swendra, Kelly Brekke, Don Johanneck

The meeting was called to order at 6:07 p.m.

APPROVAL OF AGENDA

Kalbakdalen moved, seconded by Matzke, to approve the agenda.

For: Kalbakdalen, Kleven, Knaack, Matzke, Thibert, Bertilrud

Absent: None. Against: None. Abstain: None.

MOTION WAS PASSED.

CONSENT AGENDA

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

5.01 Approval of March 2, 2026, Minutes.

5.02 Approval of March 2, 2026, Public Hearing Minutes – Kankel Add'n Assessment

5.03 Approval of March 2, 2026, Public Hearing Minutes – RD Project Assessment

5.04 Approval of the Bills and

For: Kalbakdalen, Kleven, Knaack, Matzke, Thibert, Bertilrud

Absent: None. Against: None. Abstain: None.

MOTION WAS PASSED.

Attorney Sparby clarified a statement that was made when he addressed the pool committee on March 2, 2026. If property is owned by the city, and a project is over \$175,000 the City is required to put it out for competitive bids. The city would have to decide what to use for plans and specs, whether they are engineered or supplied, and generic enough to be used.

Kalbakdalen moved, seconded by Thibert, council has reviewed and approved the audit report for the City of Red Lake Falls for year ended December 31, 2025, provided by Hoffman, Philipp & Martell, PLLC.

For: Kalbakdalen, Kleven, Knaack, Matzke, Thibert, Bertilrud

Absent: None. Against: None. Abstain: None.

MOTION WAS PASSED.

Matzke moved, seconded by Knaack to approve Resolution #03-03-2026 Approving Plans and Specifications and Ordering Advertisement for Bids, for the 2026 Street & Utility Improvement.

For: Kalbakdalen, Kleven, Knaack, Matzke, Thibert, Bertilrud

Absent: None. Against: None. Abstain: None.

MOTION WAS PASSED

Kalbakdalen moved, seconded by Knaack to approve the amended Personnel Policy.

For: Kalbakdalen, Kleven, Knaack, Matzke, Thibert, Bertilrud

Absent: None. Against: None. Abstain: None.

MOTION WAS PASSED

Thibert moved, seconded by Kalbakdalen to accept the Professional Design Service Proposal bid in the amount of \$9,500.00 from Widseth on City Hall which will include, site visit, planning meeting, preliminary plan, review meetings, and cost estimating.

For: Kalbakdalen, Kleven, Knaack, Matzke, Thibert, Bertilrud

Absent: None. Against: None. Abstain: None.

MOTION WAS PASSED

The meeting adjourned at 7:30 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.