

**City of Red Lake Falls
City Council Meeting
May 28, 2025
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 28th day of May, 2025.

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

Members Absent: None

Others Present: Kathy Schmitz, Delray Sparby, Jane Thibert, Mitch Bernstein, Gina Bickford, Jon Pauna, Jess Andersen

The meeting was called to order at 7:01 p.m.

PRESENTATIONS/PROCLAMATIONS/PUBLIC INFORMATION/ANNOUNCEMENTS

Representative Gander will be at Riverside Park on July 16 time is yet to be announced.

APPROVAL OF AGENDA

Kalbakdalen moved, seconded by Matzke, to approve the amended agenda Labeling Items 6.02 Council Applications & 6.08 PowerHouse Fitness
On vote being taken, the motion was unanimously passed.

CONSENT AGENDA

Kalbakdalen moved, seconded by Thibert, to approve the Consent Agenda with the amendment of correcting Check#045415 comments to read Gutters at Mall and Overhang at Riverview Clinic. Approval of May 12, 2025 Minutes. Approval of the Bills and Disbursements.
On vote being taken, the motion was unanimously passed.

NEW BUSINESS

Knaack moved, seconded by Kalbakdalen, to approve Task Order #1 with Moore Engineering in the amount of \$43,700.00 subject to legal review and attorney approval.
On vote being taken, the motion was unanimously passed.

Ingraham moved, seconded by Matzke to approve \$45,302.82 in change orders and approve pay application #6 for the Sportsman's Park Bathhouse in the amount of \$111,492.23. \$5,000.00 retainage until project is completed.
On vote being taken, the motion was unanimously passed.

Ingraham moved, seconded by Knaack to approve a \$25.00 pay increase to \$675.00 per month for Marlys Swendra’s services of cleaning at the Park Place Mall.
On vote being taken, the motion was unanimously passed.

Ingraham moved, seconded by Matzke, to approve a 3.5% COLA (Cost Of Living Adjustment) for the 2026 personnel pay scale budget, up to a max of 5% which includes the 3.5 % COLA as per Administrator Schmitz’s discretion on individual performance reviews.
On vote being taken, the motion was unanimously passed.

Ingraham moved, seconded by Matzke to propose that all buildable lots which have a waterline to the property will be charged a minimum monthly utility fee that is reviewed annually.
On vote being taken, the motion was unanimously passed.

Matzke moved, seconded by Ingraham, to approve a 5% COLA for Administrator Schmitz.
On vote being taken, the motion was unanimously passed.

Ingraham moved, seconded by Kalbakdalen, to open the swimming pool with a tentative start date of June 23, 2025 with an adequate number of lifeguards on staff.
On vote being taken, the motion was unanimously passed.

Matzke moved, seconded by Ingraham to approve Resolution #05-02-2025 accepting a donation of \$8,400.00 from ISD #630 Skip for Our Lou for the Red Lake Falls Volunteer Fire Department Pumper Truck.

For: Kalbakdalen, Knaack, Matzke, Ingraham, Thibert, Bertilrud. Absent: None. Against: None. Abstain: None.
MOTION WAS PASSED

Ingraham moved, seconded by Matzke, to approve the \$846.90 quote from Red Lake County to purchase five (5) watch for children signs to be strategically placed with recommendations from the Safe Routes to School Committee and Sheriff Bernstein.
On vote being taken, the motion was unanimously passed.

COUNCIL BOARDS AND SHERIFF/ADMINISTRATOR/ENGINEER REPORTS

Matzke moved, seconded by Ingraham, to approve an open-ended mall lease with a two-month written notice of cancellation between the City of Red Lake Falls and Neumiller’s Barber Shop.
On vote being taken, the motion was unanimously passed.

Thibert moved, seconded by Matzke, to approve the payment request of \$4,406.40 to ESI Consulting for helping gather pertinent information for Attorney Hatlevig.
On vote being taken, the motion was unanimously passed.

The meeting adjourned at 8:10 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.