

**City of Red Lake Falls  
City Council Meeting  
December 11, 2023  
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 11th day of December, 2023.

Members Present: Allen Bertilrud, Sara Kenfield, Joyce Kalbakdalen, Cheryl Matzke, Briana Ingraham, Neil Knaack

Members Absent: None

Others Present: Kathy Schmitz, Delray Sparby, Jane Thibert, Matt Swendra

The meeting was called to order at 6:08 p.m.

**APPROVAL OF AGENDA**

The following agenda items were moved to the Consent Agenda.

Item 6.01 Res #12-01-2023 Adoption of 2024 Final Budget & 2024 Levy Certification moved to Item 5.03.

Item 6.02 Res #12-02-2023 Bonding Support moved to Item 5.04.

Item 6.06 Motion to approve normal bills moved to Item 5.05.

Item 6.09 Moving Reserves moved to Item 5.06.

Item 6.10 Accepting \$500 Donation moved to Item 5.07.

Agenda was amended to read as follows:

6.01 Personnel Manual Updates

6.02 Payroll HAS/Roth Explanation

6.03 2024 Fee Chart

6.04 Engineer Report – FYI

6.05 Two Lots for NorthStar Neighbors Community Fund Land Trust

Kalbakdalen moved, seconded by Knaack, to approve the amended agenda.

*On vote being taken, the motion was unanimously passed.*

**CONSENT AGENDA**

Kenfield moved, seconded by Matzke, to approve the amended Consent Agenda with the addition of Items 5.03, 5.04, 5.05, 5.06 and 5.07.

5.01 Approval of the November 27, 2023 City Council Meeting Minutes

5.02 Approval of the Bills and Disbursements

Finance Checks #044490 -#044513 + Payroll E Checks 1-8 (\$9,788.27)

(Includes direct deposit HSA deductions & contributions)

Approval of two bills from Stantec: Water Tower \$92,283.78 & Trail Bid & Negotiations \$2,743.25

Item 5.03 Res #12-01-2023 Adoption of 2024 Final Budget & 2024 Levy Certification

Item 5.04 Approval of Res #12-02-2023 Bonding Support

Item 5.05 Motion to approve normal bills

Item 5.06 Approval of Moving Reserves

Item 5.07 Res #12-03-2023 Accepting \$500 in donations for Fire Department

*On vote being taken, the motion was unanimously passed.*

**NEW BUSINESS**

Ingraham moved, seconded by Matzke, to approve the amended personnel policy with changes as discussed.

*On vote being taken, the motion was unanimously passed.*

Matzke moved, seconded by Ingraham, to approve the 2024 amended fee chart.

**For: Ingraham, Kalbakdalen, Matzke and Bertilrud. Absent: Knaack. Against: Kenfield.**

**MOTION CARRIED**

Kalbakdalen moved, seconded by Ingraham, to approve the giving of lots 110 & 209 to the North Star Neighbors Community Land Trust upon review and approval of all documents by the City Attorney.

*On vote being taken, the motion was unanimously passed.*

Public Hearing - Tax Abatement Request & Council Meeting, Monday, January 22, 2023

6:00 pm

The meeting adjourned at 7:30 pm.

Respectfully submitted,

Allen Bertilrud, Mayor

Kathleen Schmitz, City Administrator