

**HAWLEY CITY COUNCIL AGENDA**  
**Monday June 17, 2024**  
**COUNCIL CHAMBERS**  
**6:00 Council Meeting**

1. Call to Order
2. Citizen Comments
  - Please limit comments to 3 minutes per person. Items brought before the Council here shall be referred to the appropriate committee for consideration. No Council action or discussion will be held on these items.
3. Amendments to Agenda
4. Committee & Staff Reports:
  - EDA/EDA Advisors – (Mork)
  - Public Safety – (Mork)
  - Personnel Committee – (Mork)
  - Development/Water Committee – (Mork)
  - Liquor Committee – (Mork)
  - Government Services – (Eldred)
  - Development/Water Committee – (Eldred)
  - Public Safety – (Eldred)
  - EDA – (Eldred)
  - Public Utilities Commission – (Eldred)
  - Liquor Committee – (Asleson)
  - Personnel Committee – (Asleson)
  - Public Works - (Asleson)
  - Public Safety Alternate – (Asleson)
  - EDA – (Asleson)
  - Public Works – (Riedberger)
  - EDA & EDA Advisors – (Riedberger)
  - Planning Commission – (Riedberger)
  - Airport Commission – (Riedberger)
  - Government Services – (Ness)
  - EDA – (Ness)
  - Park Board-(Ness)
  - Heartland Trail Extension(Ness)
5. **CONSENT ITEMS. (NOTICE TO PUBLIC)** All matters listed in this form are considered routine by the council and will be enacted by one (1) motion in the form listed below. There will be no separate discussion of these items unless good cause is shown prior to the time the council votes on the motion to adopt.
  - A. Minutes 6/3/2024
  - B. June and July Meeting Calendars
  - C. Clay County Land Transfers
  - D. Notice of Public Hearing from Clay County Planning Commission

Suggested Action: Motion/Second. If there are no objections, the items "A" through "D" under the CONSENT ITEMS will be approved as submitted. (M)
6. **Bills for approval - (Eldred) (M)**
7. Other Business as may Arise
8. Adjourn

**HAWLEY CITY COUNCIL MINUTES  
JUNE 3, 2024**

The regularly scheduled semi-monthly meeting of the Hawley City Council was held on Monday, June 3, 2024 in the City Council Chambers. The meeting was called to order at 6:00 p.m. by Mayor Mork with the following members present: Sean Mork, Brad Eldred, Stacey Riedberger, David Asleson, and Marc Ness. Also present were City Administrator Lonnie Neuner, Attorney Zenas Baer, Police Chief Joe Backlund, Public Utilities Superintendent Alex Ames, and Public Works Lead Paul Thompson.

A motion was made by Mork, seconded by Asleson to approve the amended agenda. Ayes: All.

A motion was made by Mork, seconded by Ness to close the north end of 2<sup>nd</sup> Street, north of Hobart Street, (in the trailer court area). Ayes: All.

It was noted that the road does not go anywhere in this area and individuals have been going through the property.

A motion was made by Eldred, seconded by Asleson to approve the Minnesota Lawful Gambling Application for Exempt Permit submitted by Building Industry Association of the Red River Valley for raffles on July 18, 2024 & August 15, 2024 at the Hawley Golf Club. Ayes: All.

A motion was made by Asleson, seconded by Riedberger to approve Partial Payment #6 from Sellin Brothers, Inc. in the amount of \$51,294.37 for the Prairie Hills Estates 5<sup>th</sup> Addition NE project, as recommended by Moore Engineering, Inc. Ayes: All.

Riedberger gave an update on Clean Up Days. We had 6 large garbage loads, 8 demo roll off loads, and 4 recycling loads for a total cost of \$13,977.67.

A motion was made by Ness, seconded by Asleson to approve the request by Champion Sports & Fitness to use Westgate Park for the 2024 Champion Youth Football Camp in July and August. Ayes: All.

It was noted that on August 17<sup>th</sup> they will conclude the camp with a family night in the park by watching an outdoor movie.

A motion was made by Mork, seconded by Ness to approve the following consent items:  
-05/20/24 minutes  
-June/July 2024 Meeting Calendars.  
The motion carried by a vote of Ayes: All.

A motion was made by Eldred, seconded by Asleson to approve the following accounts payable:

83457 Absolute Ice	Mdse Held for Resale	\$1,229.65
83458 Bellboy Corporation	Mdse Held for Resale	\$1,577.20
83459 Bergseth Brothers	Mdse Held for Resale	\$19,929.23
83460 Beverage Wholesalers	Mdse Held for Resale	\$9,570.93
83461 Breakthru Beverage	Mdse Held for Resale	\$3,116.18
83462 Coca Cola Bottling	Mdse Held for Resale	\$550.50
83463 D-S Beverages	Mdse Held for Resale	\$17,509.55
83464 Global Reserve Distribution	Mdse Held for Resale	\$392.00
83465 Johnson Brothers Liquor Co.	Mdse Held for Resale	\$3,877.05
83466 Nutrition Excellence LLC	Mdse Held for Resale	\$310.00
83467 Phillips Wine & Spirits	Mdse Held for Resale	\$4,833.82
83468 Southern Glazers of MN	Mdse Held for Resale	\$7,542.60
83469 Wine Merchants	Mdse Held for Resale	\$1,148.00
83470 The Equitable	Withholdings	\$79.49
83472 Advanced Sandblast & Paint	Airport-Fuel Tank maintenance	\$3,000.00
83473 Bentley Construction Co Inc.	Community Center Roof	\$100,000.00
83474 Better Business Planning	COBRA Admin	\$14.96
83475 Clarke Mosquito Control Products	Vector Control	\$2,853.60
83476 Convergent	City Hall Security System Monitoring	\$506.27
83477 Dacotah Paper	Supplies	\$75.10
83478 Econo Signs	Street Signs	\$141.21
83479 Fuchs Sanitation	Garbage Service	\$23,259.22
83480 Grand Forks Fire Equipment	Supplies	\$167.07
83481 H.E.R.T. Inc.	Qtrly Payment	\$15,750.00
83482 Hawley Herald	Fire Publishing	\$13.00
83483 Hi-Ten Plumbing	Parks-Ballfields	\$2,300.00
83484 Jim Hirt Trucking	Freight	\$441.95
83485 Law Enforcement Labor Services	Withholdings	\$282.00
83486 Marco Technologies	Police Contract Maint	\$56.87
83487 Mickelson Body Shop	Police Vehicle Maint	\$1,550.00
83488 Mid-States Wireless	Fire Supplies	\$139.62
83489 Minnesota D.A.R.E. Inc.	Police Conference Registration	\$450.00
83490 Mn Dept of Health	Police-Night to Unite	\$40.00
83491 Motorola Solutions	Police Contract Maint	\$102.09
83492 Mutual of Omaha	Life Insurance	\$53.30
83493 Newman Signs Inc.	Liquor Store Advertising	\$818.00
83494 Public Utilities Commission	Utilities	\$3,624.01
83495 Sellin Brothers, Inc.	PHE NE project	\$51,294.37
83496 Sign Post	Liquor Store Building Maint	\$249.00
83497 Small Town Labs	EDA Consulting	\$1,175.00
83498 State Agency of Hawley	Airport Insurance Renewal	\$1,257.00
83499 Swanson's Repair	Fire Tanker Maint	\$1,244.07
83500 Tonys Super Valu	Fire Employee Recognition	\$883.98
83501 Vestis	Contract Maint	\$214.81
83502 WEX Bank	Police Fuel	\$1,239.90
83503 AFLAC	Withholdings	\$221.48
83504 Blue Cross Blue Shield	Insurance	\$16,617.03
83505 Colonial Life	Withholdings	\$306.39
83506 NCPERS	Withholdings	\$16.00
83507 Reliance Standard Life Inc. Co.	Withholdings	\$40.52

83508 Sellin Brothers, Inc.	Sewer	\$36,500.00
83509 Verizon Wireless	Cell Phones	\$176.34
1501-11 City of Hawley	Motor Vehicle credit card charges	\$17,433.00
DirPay Payroll	05/20/24 Payroll	\$26,227.11
WireTran PERA	05/20/24 Payroll	\$7,104.41
WireTran State of Mn	05/20/24 Payroll	\$1,445.32
WireTran IRS	05/20/24 Payroll	\$6,746.85
WireTran Health Savings Account	05/20/24 Payroll	\$361.55
	Total	\$398,058.60

The motion carried by a vote of Ayes: All.

There being no further business at 6:11 p.m. it was moved by Mork, seconded by Ness that the meeting be adjourned. Ayes: All.

Attest:

\_\_\_\_\_  
Sean Mork  
Mayor

\_\_\_\_\_  
Lonnie Neuner  
City Administrator

# JUNE 2024

CITY OF HAWLEY, MN

All meetings are posted as Committee of the Whole Meetings - a quorum of the

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 5:00 Committee of the Whole 6:00 Council Meeting	4	5	6	7	8
9	10 5:00 Committee of the Whole	11	12	13	14	15
16	17 5:00 Committee of the Whole 6:00 Council Meeting	18	19 <b>HOLIDAY</b>	20 5:00 Park Board	21 10:00 PUC	22
23	24	25	26	27	28	29
30						

# JULY 2024

CITY OF HAWLEY, MN

All meetings are posted as Committee of the Whole Meetings - a quorum of the

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 5:00 Committee of the Whole 6:00 Council Meeting	2	3	4 <b>HOLIDAY</b>	5	6
7	8	9	10	11	12	13
14	15 5:00 Committee of the Whole 6:00 Council Meeting	16	17 7:00 ER District at Fire Hall 7:15 Fire District at Fire Hall	18	19	20
21	22	23	24	25	26 10:00 PUC	27
28	29	30	31			

CLAY

NOT AN OWNER AND ENCUMBRANCE REPORT. It is data that has been selectively extracted from county public records. There is no guarantee by the county as to the completeness, accuracy, or reliability of the printed results; and no warranties, express or implied, are provided for the data herein, its use or interpretation. Any person or entity relying on any information obtained from this report does so at his or her own risk. For legal questions, please contact an attorney.

# Laredo Detail Search Results

CLAY

Criteria: Begin Date: 05/01/2024 End Date: 05/31/2024 SearchGroup: AA TRANSFERS Parcels:56. %

Document Number	Recorded Date/Time	Date	Pages	Consideration	Reference Number
845488	05/01/2024 1:26:56 PM		2	\$660.00	

WARRANTY DEED

Book: Page:  
 Parties: GRANTOR SKYWAY PROPERTIES LLC  
 GRANTEE STOTTS & CO PROPERTIES LLC  
 Legals: 56.650.2390  
 ORIGINAL HAWLEY L: 11 B: 30  
 ORIGINAL HAWLEY L: 12 B: 30  
 ORIGINAL HAWLEY L: 13 B: 30  
 Return To: The Title Company-Commercial  
 35 4TH ST N STE 102  
 FARGO, ND 58102-4831  
 Fees: - \$46.00  
 - \$660.00  
 Notes: NOTARY ELSER, TIFFANI

Document Number	Recorded Date/Time	Date	Pages	Consideration	Reference Number
845645	05/07/2024 10:34:21 AM		3	\$593.67	

WARRANTY DEED

Book: Page:  
 Parties: GRANTOR JETVIG, EUGENE  
 GRANTOR JETVIG, ANNA  
 GRANTEE BARRIER HOME INC  
 Legals: 56.200.0180  
 JETVIG 1ST ADD - HAWLEY L: 9 B: 2  
 Return To: FM Title  
 1213 Northern Pacific N Ave Ste 100  
 Fargo, ND 58102-4798  
 Fees: - \$46.00  
 - \$593.67  
 Notes: NOTARY KNOPP, LEIGHANN N

Document Number	Recorded Date/Time	Date	Pages	Consideration	Reference Number
845660	05/07/2024 1:20:40 PM		2	\$316.80	

WARRANTY DEED

Book: Page:  
 Parties: GRANTOR JETVIG, EUGENE  
 GRANTOR JETVIG, ANNA  
 GRANTEE BARRIER HOMES INC  
 Legals: 56.200.0170  
 JETVIG 1ST ADD - HAWLEY L: 8 B: 2  
 Return To: FM Title  
 1213 Northern Pacific N Ave Ste 100  
 Fargo, ND 58102-4798  
 Fees: - \$46.00  
 - \$316.80  
 Notes: NOTARY KNOPP, LEIGHANN N

Document Number	Recorded Date/Time	Date	Pages	Consideration	Reference Number
845900	05/16/2024 12:39:28 PM		3	\$330.00	

WARRANTY DEED

Book: Page:  
 Parties: GRANTOR ABTIN, KOUROSH



Laredo Detail Search Results  
CLAY

GRANTOR ABTIN, DARLA  
GRANTEE MUCHOW LLC  
Legals: 56.650.2210  
ORIGINAL HAWLEY L: 6 B: 29  
Return To: TRN Abstract & Title  
300 NP Avenue North  
Fargo, ND 58102  
Fees: - \$46.00  
- \$330.00  
Notes: NOTARY OLSON, TENNILLE M

Document Number	Recorded Date/Time	Date	Pages	Consideration	Reference Number
845902	05/16/2024 2:02:22 PM		3	\$165.00	

WARRANTY DEED

Book: Page:  
Parties: GRANTOR ABTIN, KOUROSH  
GRANTOR ABTIN, DARLA  
GRANTEE MUCHOW LLC  
Legals: 56.650.2200  
ORIGINAL HAWLEY L: 5 B: 29  
Return To: TRN Abstract & Title  
300 NP Avenue North  
Fargo, ND 58102  
Fees: - \$46.00  
- \$165.00  
Notes: NOTARY OLSON, TENNILLE M

**NOTICE OF PUBLIC HEARING  
CLAY COUNTY PLANNING COMMISSION  
7:00 P.M., TUESDAY, JUNE 25<sup>th</sup>, 2024**

**NOTICE IS HEREBY GIVEN**, The Clay County Planning Commission will have a meeting on Tuesday, June 25<sup>th</sup>, 2024, at 7:00 PM. Members of the public will be able to attend in person in the Board Room at the Clay County Courthouse. Visit [www.claycountymn.gov/323/Planning-Zoning](http://www.claycountymn.gov/323/Planning-Zoning) for instructions on how to participate via computer or mobile device and for information relevant to the public hearing notices listed below. To attend the meeting by phone, call 651-964-6938 and enter conference ID: 526 852 338#. Please contact the Planning Office at 218-299-5005 with comments and questions. The following items will be heard:

**CLAY COUNTY LAND DEVELOPMENT CODE UPDATE – REQUEST FOR PUBLIC INPUT**

Clay County is in the process of updating the Land Development Code. The Planning Commission will take public comment at their regularly scheduled meetings. Comments and questions can also be submitted by calling the Planning Office or by email at [planning@claycountymn.gov](mailto:planning@claycountymn.gov).

**JEFF MORTENSON – REQUEST FOR CONDITIONAL USE PERMIT**

The applicant is seeking a conditional use permit for a commercial storage business and outdoor storage yards for materials accessory to a commercial storage use on parcel 13.062.0010, Lot 1, Block 1 of Highway 10 Store All Subdivision, in part of the SW1/4 SW1/4, Section 5, Township 139, Range 45, Hawley Township.

Dated this 6<sup>th</sup> day of June 2024

Matt Jacobson – Planning Director