



CITY OF HOWARD LAKE

Nicholas A. Haggemiller, City Administrator

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**SPECIAL MEETING
HOWARD LAKE CITY COUNCIL
Howard Lake City Hall -
May 19, 2025**

MEETING MINUTES

COUNCIL PRESENT

Mayor Zimmerman
Jason Deiter
Gene Gilbert
Tom Kutz
Allan Munson

COUNCIL ABSENT

STAFF PRESENT

Nick Haggemiller, City Administrator
Meagan Theisen, Assistant City Administrator

ALSO PRESENT

Josh Halvorson, City Engineer - Bolton and Menk Inc.
Nate Sparks, City Planner - WSB

CALL TO ORDER

Mayor Zimmerman called the meeting to order at 7:00 p.m.

APPROVAL OF AGENDA

Council Member Kutz moved to approve the Agenda. The motion was seconded by Council Member Munson and passed unanimously.

APPROVAL OF MINUTES

Council Member Kutz moved to approve the minutes from the LBAE Meeting on April 21, 2025 and the Regular Council Meeting on April 21, 2025. The motion was seconded by Council Member Gilbert and passed unanimously.

CITIZEN INPUT

Wyatt Dieterman shared his appreciation for Officer/CSO Johnson.

COUNCIL/COMMITTEE REPORT

None.

DEPARTMENT REPORTS

a. Howard Lake Wine & Spirits | February 2025 Financials
Receive and File.

b. 2025 Street & Utility Reconstruction Project
Halvorson provided an update of the road project. Rain has delayed the crew a little bit.

Council Member Deiter asked for clarification on roads under construction during the Wight County Fair.

Halvorson stated that 13th Ave will still be under construction during the fair and that County Road 6 will have to be the only entrance to the fair grounds. Additional signage will be available during the fair.

Haggenmiller shared the business assistance options and the business passport.

CONSENT

- a. Consider Accepting all Reports & Payments of Claims
- b. Consider Approving Howard Lake Lions Club Community Event
- c. Consider Approving Various Personnel Appointments

Council Member Deiter moved to approve the consent agenda. The motion was seconded by Council Member Kutz and passed unanimously.

PUBLIC HEARING/PRESENTATION

- a. None.

NEW BUSINESS

a. Consider Approval of Central Park for Farmers Market

Shawna Moe and Heidi Joy Bursch addressed the Council. They shared they wanted to move the Farmers Market to Central Park, away from Lions Park, to be more centrally located and to hopefully have more wind blockage. The Market will run on Thursdays, June 12th through August 28th from 3-6 pm.

Council Member Deiter shared that he will be working with the Farmers Market to provide Music in the Park during the markets. He is looking to find more musical artists who are willing to do this for free.

Council Member Deiter moved to approve the use of Central Park for the 2025 Farmers Market Season. The motion was seconded by Council Member Gilbert and passed unanimously.

b. Consider JPA with Wright County for Police Ticket Writer Software

Haggenmiller reviewed the staff report.

Council Member Kutz moved to approve the JPA with Wright County for the Police Ticket Writer Software. The motion was seconded by Council Member Munson and passed unanimously.

c. Consider Approvals Related to Development of Dollar General Market at 603 13th Avenue

Sparks reviewed the staff report. The Parks and Planning Commission is required to hold a public hearing, which was held on May 14th. The Commission voted 3/1 to recommend approving the rezoning to the Council. He also summarized comments received during the Parks and Planning Commission Public Hearing.

Council Member Kutz moved to approve Ordinance 25-04 Amending Zoning from Urban Reserve to General Business. The motion was seconded by Council Member Gilbert and passed unanimously.

Council Member Deiter moved to approve Resolution 25-14 Approving Preliminary and Final Plat with Variance. The motion was seconded by Council Member Gilbert and passed unanimously.

Council Member Kutz moved to approve the Crawford Development Agreement. The motion was seconded by Mayer Zimmerman and passed unanimously.

Residents Neil Wikoff and Jeffrey Halti inquired about public comment.

Mayor Zimmerman explained that the Public Hearing was already held and they were not required to receive public comment.

Council Member Deiter moved to approve Resolution 25-15 Approving Summary Publication for Amending Zoning from Urban Reserve. The motion was seconded by Council Member Gilbert and passed unanimously.

Council Member Deiter moved to approve Resolution 25-16 Approving the Site Plan for Development of Retail Store. The motion was seconded by Council Member Kutz and passed unanimously.

Council Member Gilbert moved to approve the Abdo Market House Development Agreement. The motion was seconded by Council Member Deiter and passed unanimously.

OLD BUSINESS

None.

ADMINISTRATORS REPORT

None.

ADJOURN

Council Member Kutz moved to adjourn the meeting at 7:57 pm. The motion was seconded by Council Member Gilbert and passed unanimously.

Attest – City Administrator/Clerk

Mayor

City Council Work Session

Began at 8:05 pm

Council set a date for a Utilities work shop for June 10th at 6 pm.

Council set a Goal Setting Work Shop for July 28th at 6 pm.

Council would like to have a Joint meeting with Parks and Planning at the August 13th meeting.

Council and Staff discussed next steps for the Grocery Store building. Council would like to have it listed on the MLS for sale.

Council and Staff discussed a updated PTO policy. Staff will draft and bring back for approval at another meeting.

Ended at 8:50 pm