



# CITY OF HOWARD LAKE

Nicholas A. Haggemiller, City Administrator

625 8<sup>TH</sup> Avenue - PO Box 736 - Howard Lake, MN 55349

Phone: 320-543-3670 | [cityadmin@howard-lake.mn.us](mailto:cityadmin@howard-lake.mn.us) | [www.howard-lake.mn.us](http://www.howard-lake.mn.us)

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## HOWARD LAKE CITY COUNCIL

Howard Lake City Hall -

June 16, 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.

#### CALL TO ORDER

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

#### APPROVAL OF AGENDA

Haggemiller noted the late addition of Wright County Fair Approvals, Street Project Pay Application #1 and Good Neighbor Days Event updates.

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

#### APPROVAL OF MINUTES

Council Member Kutz moved to approve the minutes from the Regular Council Meeting on May 19, 2025. The motion was seconded by Council Member Gilbert and passed unanimously.

#### CITIZEN INPUT

None.

#### COUNCIL/COMMITTEE REPORT

Council Member Deiter shared that he performed at The Vintage Flea Market and it was an overall well attended event.

#### DEPARTMENT REPORTS

- a. 2025 Street & Utility Reconstruction Project  
Halvorson provided an update of the road project.

#### CONSENT

- a. Consider Accepting all Reports & Payments of Claims
- b. Consider Approving Store Front Grant for Maria's Mexican Restaurant
- c. Consider Approving Updated Good Neighbor Days Event Location
- d. Consider Approving Temporary On-Sale Liquor License for the Wright County Fair
- e. Consider Approving Closure of 1<sup>st</sup> Street for the Wright County Fair
- f. Consider Approving USDA Phase 1 Infrastructure Improvement Project – Pay Application #1

Theisen provided a summary of the updated for the upcoming Good Neighbor Days Events.

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

### **PUBLIC HEARING/PRESENTATION**

- a. **None.**

### **NEW BUSINESS**

- a. **Consider Resolution 25-17 Related to 2025A Note for AMLHL Wastewater Plant Filtration Project.**

Haggenmiller reviewed the staff report.

Council Member Deiter moved to approve Resolution 25-17 Related to 2025A Note for AMLHL Wastewater Plant Filtration Project. The motion was seconded by Council Member Gilbert and passed unanimously.

- b. **Consider Approving Purchase of New Computer Server and Computers for City Hall.**

Theisen reviewed the staff report.

Council Member Kutz moved to approve the Purchase of the New Computer Server and Computers for City Hall with a do not exceed amount of \$25,000. The motion was seconded by Council Member Munson and passed unanimously.

- c. **Consider Resolution 25-18 Approving Various Fund Transfers and Closures.**

Haggenmiller reviewed the staff report and provided detailed examples of the process.

Council Member Deiter moved to approve Resolution 25-18 Approving Various Fund Transfers and Closures. The motion was seconded by Council Member Kutz and passed unanimously.

- d. **Consider Closed Session Pursuant to Chapter 13.D.04 to Determine Price and Terms of Real Estate to be Sold by the City.**

Mayor Zimmerman closed the regular meeting at 7:30 and the Council moved into closed session.

Mayor Zimmerman closed the closed session and reopened the regular meeting at 7:42 pm.

Haggenmiller provided a summary of the closed session.

- e. **Consider Listing Agreement for 603 8<sup>th</sup> Avenue/former Howard Lake Foods Building.**

Haggenmiller reviewed the staff report.

Council Member Kutz moved to approve the listing of the former Howard Lake Foods Building for \$499,000. The motion was seconded by Council Member Gilbert and passed unanimously.

**OLD BUSINESS**

None.

**ADMINISTRATORS REPORT**

None.

**ADJOURN**

Council Member Kutz moved to adjourn the meeting at 7:45 pm. The motion was seconded by Council Member Gilbert and passed unanimously.

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Attest – City Administrator/Clerk

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Mayor