

**City of Fairmont  
100 Downtown Plaza  
Fairmont, MN 56031**

City Council Minutes  
Regular Meeting

January 27, 2025  
City Hall, 5:30 p.m.

**CALL TO ORDER**

The Fairmont City Council met in regular session at the City Hall Council Chambers. Mayor Baarts called the meeting to order at 5:30 p.m.

**ROLL CALL**

Council present:      Lee Baarts, Mayor  
Wayne Hasek, Councilmember  
James Kotewa, Councilmember  
Randy Lubenow, Councilmember  
Jay Maynard, Councilmember

Absent:                     Britney Kaweck, Councilmember

Staff present:            Jeff O'Neill, Interim City Administrator  
Paul Hoye, Finance Director  
Michael Hunter, Chief of Police  
Pat Oman, Community Development Director  
Tyler Cowing, Civil Engineer  
Betsy Steuber, City Clerk  
Cara Brown, City Attorney, via telephone  
                               (Flaherty & Hood)

**PLEDGE OF  
ALLEGIANCE**

The City Council and all present stood for the Pledge of Allegiance.

**MOMENT OF  
SILENCE**

Mayor Baarts asked for a moment of silence to pay respect to US Border Patrol Agent Chris Maland and his family (Agent Maland was recently killed in the line of duty). Agent Maland was a 1999 graduate of Fairmont High School and has many friends and family in the area.

**APPROVAL OF  
AGENDA**

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek to approve the agenda as presented. All present voted in favor. Motion carried.

**ROTATING VOTES**

Please note that votes taken by roll call are called by the City Clerk on a rotating basis; however, the written minutes list the Councilmembers in alphabetical order.

**RECOGNITION/  
PRESENTATIONS**  
Item 4.1

Mayor Baarts proclaimed the week of January 26, 2025 to February 1, 2025 as Catholic Schools Week in the City of Fairmont. Sarah Striemer, St. John Vianney Catholic School Principal, accepted the proclamation, thanked Council for their support and provided an update on various activities and events to be held during the commemorative week.

Item 4.2

Mayor Baarts proclaimed Saturday, February 8, 2025 as Kids Against Hunger Day in the City of Fairmont. Karen Sandhurst, Chairperson for Kids Against Hunger – Fairmont Pack, accepted the proclamation and invited businesses and community members to become involved in the upcoming food pack.

Item 4.3

Mayor Baarts recognized the following City Employees for their years of service: Shawn Schaefer, Water Department – 20 years; Todd Steuber, Public Works Department (Streets) – 20 years; and Tegan Quade, Police Department – 15 years.

Item 4.4

Finance Director Hoyer presented the 2024 Investment Report.

**PUBLIC DISCUSSION/  
COMMENT**

Darlene Lutz, a Fairmont resident, questioned the necessity of the Community Center and urged Council to focus on attracting businesses and bringing employment to Fairmont.

Terry Riggs, a Fairmont resident, utilized the public discussion/comment portion to encourage school administrations, teachers and parents to encourage youth to attend council meetings to spark interest and engagement in local government and community.

**CONSENT AGENDA**

Mayor Baarts introduced the consent agenda items as listed for consideration to be enacted by one motion unless requested that an item be removed and included under new business. Mayor Baarts reviewed the consent items, as follows:

- City Council Minutes from the Regular Meeting held January 13, 2025
- Accounts Payable for January 2025
- Temporary On-Sale Liquor License for the Martin County Chapter of Pheasants Forever on Saturday, May 3, 2025

Motion was made by Councilmember Hasek, seconded by Councilmember Maynard to approve the consent agenda as presented. All present voted in favor. Motion carried.

**NEW BUSINESS  
MOTION  
Item 9.A.1**

Mayor Baarts recommended the following appointments to City Boards and Commissions for 2025:

Police Commission	John Korsmo
Park Board	Jane Kollofski & Craig Nelson
Public Utilities Commission	E. Hubble Werre
Planning Commission	Rin Porter
Board of Zoning Appeals	Adam Smith
Airport Board	Ron Lindberg
Econ. Dev. Authority	Michele Miller*

\*fulfilling remaining term of Chantill Kahler Royer, with term ending 06/30/25

Motion was made by Councilmember Maynard, seconded by Councilmember Hasek to Approve the 2025 Board and Commission Appointments as Presented. All present voted in favor. Motion carried.

**RESOLUTION 2025-10  
Item 9.A.2**

Clerk Steuber introduced item 9.A.2: Consideration to Approve the Applications for Special Assessment Deferrals. Steuber noted the deferrals will be governed under the Special Assessment Policy, adopted November 18, 2024, and briefed Council on the policy guidelines for the hardship (seniors, disabled, or military) deferrals and the undeveloped or unimprovement property deferrals.

Motion was made by Councilmember Maynard, seconded by Councilmember Kotewa to Approve Resolution 2025-10: Approving the Applications and Agreements of Special Assessment Deferrals. All present voted in favor. Motion carried.

**MOTION  
Item 9.A.3**

Motion was made by Councilmember Maynard, seconded by Councilmember Kotewa to Appoint Councilmember Hasek to serve as the Alternate Council Liaison for the One Watershed One Plan Policy Committee. All present voted in favor. Motion carried.

**RESOLUTION 2025-09  
Item 9.B.1**

Engineer Cowing presented the 2025 Improvement Program Engineering Report on the Lake Avenue Reconstruction Project (Bixby Road/CSAH 39 to Fairlakes Avenue). Engineer Cowing discussed the overall project, estimated costs, and sources of financing.

Motion was made by Councilmember Maynard, seconded by Councilmember Lubenow to Approve Resolution 2025-09: Receiving the 2025 Engineering Report and Calling for a Public Hearing on the 2025 Improvement Program to be held on February 24, 2025 at 5:30 pm in the Fairmont City Hall Council Chambers. All present voted in favor. Motion carried.

**STAFF/LIAISON  
REPORT**

Interim O'Neill reported the following:

- Material separation work is being conducted at the Yard Waste Site in preparation for the upcoming burn in February.
  
- Lockridge Grindal Nauen submitted the sales tax exemption bill, House File # 209, relating to the material and construction costs of the wastewater treatment plant. O'Neill mentioned sales tax dollars under the bill would be retroactive to 2021, potentially providing a significant return to the City if sales tax is removed from the project's costs.
  
- O'Neill proposed holding monthly workshops the 4th Monday of each month at/around 3:00 pm. Council agreed, with the first workshop scheduled for Monday, February 24.
  
- Fairmont Hockey Association and City of Fairmont representatives recently met to discuss updating the Martin County Arena Agreement.
  
- Staff is creating a grant application profile that includes grants applied for, funded programs and projects, unfunded programs and projects, and available grant opportunities. This document aims to strategize resource allocation for acquiring grants and grant writing options.
  
- Three firms submitted applications for overall citywide engineering services and proposals for the Downtown Improvement Project. The RFP Review Team (Director York, Engineer Cowing, Councilmember Kawecki, Councilmember Kotewa & Interim O'Neill) will begin evaluation and scoring.
  
- Staff is continuing to work on the recodification of the City Charter and Code. This effort is important to ensure the charter and ordinance are consistent with each other, state statute, and City policies. The deadline for the first draft review is March 21<sup>st</sup>.

Councilmember Hasek gave an update to Council on the recent Public Utilities Commission meeting.

Councilmember Maynard updated Council on the Airport Master Plan and upcoming advisory group meeting.

Mayor Baarts suggested everyone check out the Visit Fairmont Facebook page for the "My Town" series, where Corey Hepola, a three-time Emmy Award winner, presents Fairmont, MN.

**ADJOURNMENT**


Motion was made by Councilmember Kotewa, seconded by Councilmember Maynard, to adjourn the meeting, as there was no further business to come before the Council. All present voted in favor. Motion carried. The Fairmont City Council adjourned at 6:17 p.m.

ATTEST:



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Lee C. Baarts, Mayor



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Betsy Steuber, City Clerk