

ALTURA CITY COUNCIL MEETING MINUTES  
January 14, 2024

- Oath of Office The Oath of office was taken by Robert Schell, Paige Ellinghuysen, Mike Olson, and Andy VanLoon.
- Call to Order Mayor, Robert Schell, called the meeting to order at 6:30 p.m. Brad Brouwer, Paige Ellinghuysen, Mike Olson, and Andy VanLoon were present. Michelle Herber, Brad Romine, Dave Schwantz, Joan Jensen, Beau Pasche, Marlene Spencer, Katie Breth, Pat Thesing, Michelle Herber, Matt Neumann, and Gary Heim.
- Pledge of Allegiance.  
Monthly Minutes Brad Brouwer made a motion to accept December 10 minutes. Mike Olson seconded. Motion carried. Brad Brouwer made a motion to accept December 19 minutes. Mike Olson seconded. Motion carried.
- Monthly Disbursements/Receipts Brad Brouwer made a motion to accept the City disbursements. Paige Ellinghuysen seconded. Motion carried. Paige Ellinghuysen made a motion to accept the City receipts. Mike Olson seconded. Motion carried.
- Maintenance Report The Council acknowledged Brad Romine has been hired for the Public Works Position. The Maintenance Report was given by Brad. Brad thanked the Council for giving him this opportunity. Brad Brouwer approved the training request for MDH and MPCA. Andy VanLoon seconded. Motion carried. Mike Olson made a motion to approve up to \$500 for the MN DNR for yearly water usage. Brad Brouwer seconded. Motion carried.
- Planning Commission Steve Lueck reported to the Council an open hearing was held last night. The purpose of said public hearing is to consider a petition from Patrick Thesing for Brite Start LLC of 1500 SW 30<sup>th</sup> Avenue Ste 4, Boynton Beach, FL to requests a change in zoning classification from Residential 2 to Commercial District (C1) for the property at 325 1<sup>st</sup> Avenue SE, Altura MN. The Planning Commission does not have a recommendation at this time for the Council on this matter. The Commission is still looking for a member.
- Fire Department Brad Romine reported the department assisted for a lift. The SCBA's that are ordered are expected this Spring.
- Ambulance Department There was no report.
- Treasury Report The Treasurer's Report was given by the Treasurer. Brad Brouwer made a motion to approve. Paige Ellinghuysen seconded. Motion carried.
- Old Business There was no old business.
- Recess for Open Hearing at 7 Katie Breth presented the Council with the Wellhead Protection Plan and answered questions.
- Recall to order the regular meeting at 7:22  
New Business  
Wellhead Protection Project Brad Brouwer made a motion approve the Wellhead Protection Plan. Mike Olson seconded. Motion carried.
- Altura Fire Relief Financial Report Beau Pasche present the Altura Fire Relief Annual Report. Paige Ellinghuysen motion to approve. Mike Olson seconded. Motion carried.

Official: Brad Brouwer made a motion to accept the following. Paige Ellinghuysen seconded. Motion carried:  
 Official Depository: Peoples State Bank  
 Official Newspaper: Winona Post  
 Official Attorney: Flaherty and Hood  
 Official Posting Areas: PSB, PO, City Hall  
 Paige Ellinghuysen made a motion to appoint Brad Brouwer as Acting Mayor. Mike Olson seconded. Motion carried. Brad Brouwer made a motion to appoint Mike Olson as Maintenance Supervisor. Andy VanLoon seconded. Motion carried. Brad Brouwer made a motion to appoint Paige Ellinghuysen as the Park Advisor. Mike Olson seconded. Motion carried. Mike Olson made a motion for Sandra Pasche, David Schwantz, Robert Schell, and Brad Brouwer to be the council authorized signers on the bank accounts at People State Bank.

Budget amendment Mike Olson made a motion to amend the 2025 Budget to add the solar lease as an expense. Brad Brouwer seconded. Motion carried.

Yearly Ordinance review Tabled until February.

Yearly Service Fee Schedule review Tabled until February.

Clean Up day The City clean up day will be May 3.

325 1<sup>st</sup> Ave SE Rezone Gary Heim, owner of the property at 325 1<sup>st</sup> Ave SE purchased the property and per the City’s request, the purchase agreement stated that the property could not be used as multifamily housing. A possible tenant/purchaser, Pat Thesing had filed for to change the zoning from R-2 to C-1 to allow his business in the portion on the building. Robert Schell has contact the city attorney today about the situation. Since the attorney did not have much time to review he didn’t but did give some recommendations via email that were sent to all the Council. In those comments he noted various inconsistencies between a conditional use permit and a rezoning. He would like to review more in depth, but did offer that the Council could by ordinance rezone the property. Paige Ellinghuysen did bring up the fact that several open meeting were held in the last 1 ½ years and the consensus was that the City did not want the building to be used for housing, but try to get more business in town. There was much discussion about the Public Hearing, the Commissions lack of recommendation, and what information they were presented with. Mike Olson made a motion to adopt Ordinance 25-01 rezoning the property from R2 to C1. Paige Ellinghuysen seconded. There was more discussion. Mike Olson came back to his motion. Robert Schell polled each individual council member for their votes which were all yes. Motion carried.

Adjourn Brad Brouwer made a motion to adjourn at 8:16 p.m. Andy VanLoon seconded. Motion carried.

Respectfully submitted:

---

Sandra Pasche  
 City Clerk

---

Robert Schell  
 Mayor