

ALTURA CITY COUNCIL MEETING MINUTES  
December 10, 2025

- 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. Brad Romine, Matt Mohs, Ronnie Merchlewitz, Marlene Spencer, and David Schwantz were in attendance.
- Pledge of Allegiance
- Monthly Minutes Paige Ellinghuysen made a motion to accept the previous month's minutes. Mike Olson seconded. Motion carried unanimously.
- Monthly Disbursements/Receipts Brad Brouwer made a motion to accept the City disbursements and receipts with the addition of City of Utica for \$2500. Mike Olson seconded. Motion carried unanimously.
- Planning Commission The Clerk reported the Commission is working on the Comprehensive plan. Construction Management Services does not assist. Bolten and Menk can be a resource. Becky Zittel is contacting area towns to review theirs. Brad Romine was asked about snow removal and he mentioned with the recent snow that most vehicles were in compliance now.
- Maintenance Report The Maintenance Report was submitted by Brad Romine. Mike Olson made a motion to approve Resolution 25-07. A Resolution of the Altura City Council setting a public hearing on a roadway easement vacation located on parcel ID No. 210000260, pursuant to Minnesota Statutes § 462.358, Subd. 7. Brad Brouwer seconded. Motion carried unanimously. Mike Olson made a motion to approve Resolution 25-08 A Resolution of the Altura City Council setting a public hearing on a sewer easement vacation located on parcel No. 210000250, pursuant to Minnesota Statutes § 462.358, Subd. 7. Andy VanLoon seconded. Motion carried unanimously. Brad Brouwer made a motion for Brad Romine to attend the MN Rural Water Conference in 2026. Paige Ellinghuysen seconded. Motion carried unanimously. Brad Romine reported the new business, Brite Start, has high levels going into the sewer system, but they are using small amount of water so it's being diluted. Sampling will occur periodically going forward. They are not labeled as an industrial user.
- Fire Department Brad Romine reported they went on 1 lift assist. The Altura Fire Relief donated \$10000 to the general fund and \$12000 to the fire/amb equipment fund from their fundraising. The awards banquet will be held Saturday, January 17. The Fire Board meeting will be held January 27.
- Ambulance Department Jess Romine reported Ross from Everest estimates a 12/29 delivery. Ancom will be scheduled to switch the radios and supplies will need to be transferred to the new rig. The ambulance will be taken out of service during those times. The old ambulance has not been traded in. The Fire Department will determine the price. It could be stored outside but would be nice to store inside so it available to be shown. In advertising for the EMT class, there wasn't interest. Jess added a direct comment to the Facebook post of the predicament the ambulance is in as people assume that someone else will do it. This encouraged 4 people to sign up with another 2 that are interestesd. Area ambulance services have 3 people interested in attending the Altura Class. The class will start January 6. There is a 12 persons minimum. The City Council agreed that the class should happen and that between the City and other area services could split the additional cost if the positions aren't filled.

Treasury Report

The Treasurer's Report was given by the Treasurer. Brad Brouwer made a motion to approve. Mike Olson seconded. Motion carried unanimously.

Old Business

There was no Old Business.

New Business

Budget

The clerk present detailed financial year to date until 12/9.

Clerk Computer

Brad Brouwer made a motion to approve purchase of a new computer and monitors as the current one is running out memory. Mike Olson seconded. Motion carried unanimously.

Resolution 25-05 Local Board of Appeal

The City had lost the privilege of having the Local Board of Appeal and Equalization due to a lack of quorum at their BOA last meeting. Mike Olson made a motion to approve Resolution 25-05 to reinstate the meeting at the City level. Paige Ellinghuysen seconded. Motion carried unanimously.

Council Meeting Information Policy

Brad Brouwer made a motion for a deadline to receive disbursement for the City Council Meeting approval the Wednesday prior to the Council Meeting. Paige Ellinghuysen seconded. Motion carried unanimously.

Barking unlicensed Dog

The Council advised the clerk to send a letter to the resident that has an licensed barking dog, giving a deadline and then proceeding with the ordinance regulations.

Noise complaint

The Mayor received a complaint of the music being played outside at the restaurant after 10 p.m. Robert Schell will stop to talk to the owners.

Adjourn

Brad Brouwer made a motion to adjourn at 8:00 p.m. Paige Ellinghuysen seconded. Motion carried unanimously.

Respectfully submitted:

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Sandra Pasche  
City Clerk

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Robert Schell  
Mayor