MINUTES
Northome City Council
Meeting Minutes
August 12th, 2026
6:00 pm
Northome City Hall

Staff Present: Tess Skiles (Clerk), Aarin Reinarz (Bar Manager), Pete Bender (Public Works)
Others Present: Jerry Bolin (Karvakko), Carol Thurlby (Property Owner adjoining airport), Leroy Thurlby (Property Owner adjoining airport), Joe Bender (Northern Star Cooperative), Patty Bender (Northern Star Cooperative)
Present: Mayor Karen Olson, Jamie Skoe, Danci Lindley, Merritt Montgomery, Cole VanBeusekom
Not Present: None

The regular meeting was called to order at 6:00 pm by Mayor Karen Olson. This meeting was recorded.

Open Forum- None

Agenda Items.....

1. The Pledge of Allegiance was recited by all in attendance.

2. Motion made by Councilor Lindley to accept the August 12th, 2026 Agenda. Seconded by Councilor Skoe. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion Carried.

3. Minutes separated for approval
   *Motion made by Councilor Montgomery to approve the July 8th, 2026 meeting minutes. Seconded by Councilor VanBeusekom. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.
   *Motion made by Councilor Skoe to approve the July 21st, 2026 special meeting minutes. Seconded by Councilor VanBeusekom. Voting Yes: Olson, Skoe, Lindley, VanBeusekom. Voting No: Montgomery. Motion carried.

4. Leroy & Carol Thurlby
   *See attached for the letter and the map that was presented by Carol & Leroy Thurlby describing the request to purchase the outlined portion of land that includes the road they had installed in 1999.
   *The county surveyors provided a proposed easement as well as a map showing the easement. At this time, the proposed easement overlaps the existing hangar at the airport, so it needs to be adjusted.
   *The council was hesitant to sell this portion considering the MnDOT Aeronautics rules and regulations that the city needs to follow.
   *All agreed that an easement for permanent access to their property and the right to maintain the road that was previously installed would be ideal.
   *Revisiting at the next council meeting

5. Northern Star Cooperative (Joe and Patty Bender)
   *Current vaporizer is not compliant and was installed in 2009; it only has an 8-10 year lifespan and needs to be replaced.

*City has the option to buy outright, which would be about $15,000-$17,000
*City can lease from Northern Star Co-Op for a 10-year term. Have the option to pay monthly, by gallon, or annually. Northern Star would be responsible for any repairs and would replace it after the 10-year lease/life-span deadline. This would be for the Co-Op's cost, at around $12,000.
*Bringing proposals for all three lease options to the clerk for her to present at the next meeting.
*Would be able to install before winter
*Will want to think about some sort of barricade to block the emergency shutoff that will be on the new vaporizer.
*Would like no-parking signs on the west end dirt portion of Main St. to ensure safety with bulk propane trucks driving on that road. Wants to avoid potential accidents involving cars parked on the street. Council will be visiting this topic in the Administrative portion.

6. Karvakko
*See attached email from Jerry Karvakko for all updates given at the meeting.
*Motion made by Councilor Montgomery to approve the HWY46 preliminary plans proposal for $13,700 from Karvakko, which will be coming from the Contingency fund. Seconded by Councilor VanBeusekom. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.
*Motion made by Councilor Montgomery to approve the campground bathhouse quote from Wild North Construction for $97,389.69 with agreement to pay the extra $900 that was quoted over budget. Seconded by Councilor VanBeusekom. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.

7. Pete Bender (Public Works)
*Wells were pulled, and piping was affected by electrolysis–it was replaced
*Pete noticed that wells were losing gallons per minute and was instructed by Thein Well to keep a close eye on it for now
*Fixing road washouts from recent heavy rains
*The zero-turn broke down, was temporarily repaired to be able to mow for the Koochiching County Fair weekend, but still waiting on a part. Want to think about a new one in the near future.
*Merritt and Pete will communicate on grinding campground stumps to determine when Merritt plans to do it so Pete can mark utilities and avoid the markings washing away or being mowed off before Merritt grinds.
*Pete sat in on Red Lake Watershed meeting, and they have upcoming projects; no decisions are being made at this time.
*City garage is falling apart, roof is damaged, and ceiling tiles are falling.
*Recommended only doing the easement for the Thurlby's property and not selling.
*City needs a new truck; the current truck is a year 2000 model and is unable to be safely driven outside of driving it around Northome. Pete will be looking for options for sale.

8. Aarin Reinarz (Bar Manager)
*Got a new dart board and coin pusher from Northern Amusement
*New Jukebox will be delivered and installed soon
*Sales year-to-date are similar to last year, up on-sale and down off-sale
*Working with vendors for better prices on product
*Trying to push "impulse buy" racks, specifically shooters
*Getting lids for ice bins and working on expanding mixer options in the pop gun
*Going to try to push to-go pops with to-go pizzas
*Had state inspection; recommended a better system with the ice scoop; otherwise, all was good
*Cooler froze out again; was being overstocked; needs some airflow above; otherwise, no issues

*Doing a trial run of Karaoke on September 19th, $250/night, potentially will make a once-a-month event.
*Bear Fest weekend went well

9. Administrative:
*Motion made by Councilor Montgomery to approve the liability waiver for 2026-2027 League of MN Cities property and casualty insurance. Seconded by Councilor VanBeusekom. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.
*Motion made by Councilor Skoe to approve the 2027 Northome Fire Contract. Seconded by Councilor VanBeusekom. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.
*Motion made by Councilor Lindley to approve the 2027 Fire Department budget and levy. Seconded by Councilor VanBeusekom. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.
*Motion made by Councilor VanBeusekom to approve Resolution 2026-07 for the CZAP grant agreement. Seconded by Councilor Skoe. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.
*Tabling Resolution 2026-08 for posting no-parking signs until the September meeting; clerk is getting in contact with the attorney to add no-parking on rights-of-way to the resolution.
*Motion made by Councilor Lindley to deposit the recently received powerline allocation check for $82,826.00 into the General Fund. Seconded by Councilor Skoe. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.
*Council was informed that CEDA awarded the City 128 hours to assist with city needs and potential funding/projects beginning in October.
*Motion made by Councilor Montgomery to transfer $90,000 from the Airport fund to the Contingency fund since receiving the reimbursement for the airport equipment grant. Seconded by Councilor VanBeusekom. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.

10. Financials:
*Motion made by Councilor VanBeusekom to approve the city's monthly financial reports. Seconded by Councilor Lindley. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.
*Motion made by Councilor VanBeusekom to approve claim #'s 12,093-12,155 and Expenditures. Seconded by Councilor Skoe. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.

11. Motion made by Councilor Skoe to adjourn the meeting. Seconded by Councilor Montgomery. Voting Yes: Olson, Skoe, Lindley, Montgomery, VanBeusekom. Voting No: None. Motion carried.

Meeting adjourned at 8:32 p.m.

These are the official minutes of the August 12th, 2026 Northome City Council Meeting.

Karen Olson
Mayor

Attest: Jessi Skeins
City Clerk/Treasurer

PROPOSED =
1999 DESCRIPTION =
1984/2022 DESCRIPTION =
S01°30'38"E
50.00'
N27°47'15"W
45.85'
140.00'
S68°36'30"E
N50°37'42"W
320.00'
N47°07'31"W 629.04'
N46°49'21"W 632.32'
N26°05'14"W
195.85'
Northome
Thurlby
NW 1/4
NE 1/4
N1°30'38"W 1274.68'
S1°30'38"E 1270.00'
N23°E 915.00'
N23°E 915.00'
70.00'
70.00'
S89°25'30"E

Good morning, Tess

In preparation for next week's council meeting, below are a few of my project updates:

- Northome Campground Bathhouse: Quotes have been received. Wild North Construction, LLC is the apparent low "quoter" with a total quote of $97,389.69. The letter of recommendation was provided to the city and is also attached again for reference. Recommendation to award the project to Wild North Construction.
- Northome Airport Tie Down Project: Quotes received. Low "quoter" was Kapsner Excavating for $25,800. We have reached out to MnDOT Aeronautics to discuss additional funding opportunities. No recommendation yet.
- Northome Airport Runway Leveling Project: Awaiting revised quote from NAR Landscaping. No recommendation yet.
- Lift Station #5 Rehabilitation Project: We have received notice that one (1) of the two (2) MDH grants have been awarded to Northome for the lift station project. We have been notified that the City has ranked high enough for funding from the second grant, however funds have currently run out. MDH will be in contact as soon as additional available funds become available.
- Airport Layout Plan: Currently working on the draft ALP. Anticipated completion of fall, 2026.
- MnDOT Trunk Highway 46 – Utility Engineering: Met with MnDOT Team (Stephen Frisco & MnDOT Designers) last week. Utilities (sewer/water) within the construction corridor will need to be adjusted/modified/protected during construction of the MnDOT TH 46 project. MnDOT states that all utility costs are the responsibility of the City, including design, material cost, construction cost, and construction inspection. As of now, MnDOT anticipates lowering the roadway profile 1' – 2.5' to comply with ADA access throughout town. This may result in the need to dig up and insulate water mains, sewer mains, sewer services, and water services. Various curb stops, gate valves, hydrants, and cleanouts will also need to be moved/extended/replaced. Design of the utility plans will need to be started in September 2026, with completion no later than April 2027. MnDOT has 4 total review periods throughout this timeframe. The 90% plan review meeting with the City and MnDOT will be January 13th, 2027. I have prepared a proposal to provide the utility engineering, cost estimating, specification preparation, and meeting/review coordination (attached). The proposal is broken down into four phases (preliminary engineering; 90% engineering; 95% engineering; 100% engineering). We won't proceed from one phase into the next without approval by the City. MnDOT also stated they will have a budget of $36,032 to $43,000 for city aesthetics for you to incorporate into their project (flag poles; planters; landscaping; etc.).
- Northome Municipal Airport – Clear Zone Acquisition Plan: MnDOT passed along the grant offer for the CZAP ($10,000). CZAP is needed to comply with

Mn Statute. MnDOT stated that additional funding for other projects will likely be on-hold until the City completes the CZAP.

Let me know if you have any questions.