



1. Call to Order / Roll Call

Mayor David Setterberg called the meeting to order at 5:30 PM.

Present: Mayor David Setterberg, Councilor Joe Morin, Councilor Bob Anderson, Councilor John Van DeVoort

Absent: Councilor Kevin Norby

Staff / Contractors Present: Clerk/Treasurer Tammy Mortaloni, Interim Ambulance Supervisor Jen McDonough

Others present: Marshall Helmberger, Jim-Sprint Medic, Michael Schultz*, Tower Resident*, Anonymous*, Beth Beik*

*E-attendee

2. Accept Agenda

Motion by Councilor VanDeVoort; second by Councilor Morin. Motion passed unanimously.

3. Public Input / Correspondence

No public input; no correspondence.

4. Consent Agenda

4.1. Reports

4.2. Minutes from February 9, 2026 Regular City Council Meeting

4.3. Minutes from February 17, 2026 Special City Council Meeting

4.3 Treasurer Report

4.4 Claims Register

Motion by Councilor Morin to approve the consent agenda. Second by Councilor Anderson. Motion passed unanimously.

5. Old Business

5.1. Projects, Updates

Mayor Setterberg advised the Council that the Green Flush Restroom heat went out during cold snap; water froze, broken porcelain. Contractor sent additional heaters and replacement toilet at no cost. These have been installed.

TBWVB/WTF - SEH sent punch list to Lakehead; working through final PFA documents; one

change order; IRRR funding after.

Clerk Mortaloni met with Howard Wagoner trails club group; environmental review needed; est \$3,000 for both areas; expected to have EAW by end of summer.

Clerk Mortaloni is working with Breitung on Joint Comprehensive Plan Update; received revised quote from ARDC just under \$25k; IRRR pre-app approved; received letter of support from TEDA/need one from City.

Civic Center boiler replacement moved up to begin March 16; public works furnace replacement to begin in next couple of weeks.

Personnel Committee met last week. Will be reviewing and updating forms and policies.

5.2. Departments, Emergency Management Services

Ambulance had 40 calls for February; Sprint Medic has 20 calls YTD – program is going well; 3 EMRs are in EMT training; will need 4 radio/pager replacement batteries.

Interim Supervisor McDonough proposed an increase to our billing rates. Last rate hike was in 2022; proposing 300-350% increase. Does not change medicare reimbursement rates. Beth Beik from EMS M/C joined conversation via phone to answer questions.

Motion by Councilor Anderson to adjust rates @ 300% of allowable for residents, 350% of allowable for non-residents, to be reassessed in 6 months. Seconded by Councilor Morin. Motion passed unanimously.

Fire Dept had 1 call in February. Inspections for February are complete; training was SCBA and air management; purchased ice rescue equipment.

Clerk Mortaloni advised that the Fire Chief is requesting approval to purchase 4 sets of wildland gear. Motion by Councilor VanDeVoort to approve purchase 4 sets of wildland gear; seconded by Councilor Morin. Motion passed unanimously.

5.3. Departments, City Departments

Clerk/Treasurer Mortaloni met with TechBytes on .gov emails; one additional email needed; adding autoreply to .com emails; hoping to phase out .com in the near future. Working on actual/budget and prep for forecasting 2026. Met with Personnel Committee. Attended IREA meeting in Chisholm – we are members; approx. 50 in attendance. Would like to attend LMC Safety & Loss Control workshop in Hinckley, no cost except mileage. Motion by Councilor Morin for Clerk/Treasurer to attend 4/28 meeting; seconded by Councilor Anderson. Motion passed unanimously.

Civic Center boiler and public works furnace to be replaced this month. Public works getting quotes for mezzanine, gate, roof repair, backup generator. Spring/summer projects include cleaning out pole building on Hoodoo Pt Rd, sewer televising, complete IRRR maintenance facility projects.

Final design on new airport ranch hangar and electric gate expected in next few weeks. Council asked Clerk/Treasurer to check if we have funding for those, or can we put a pause on these two projects to lighten the current project load.

Ad has been placed for one additional Airport Commission member. Will come to Council in

April with recommendation.

Ad has been placed for two additional Planning and Zoning Commission members. Will come to Council in April with recommendations.

5.4. Propane Tank at Lake Avenue

No update.

5.5. Sale of Old Ambulance

Mayor Setterberg advised that Councilor Norby would like to place an ad in the Timberjay, directing interested persons to a bid website, for purchase of the old ambulance.

5.6. D'Ericks Lease Agreement

Councilor Morin advised that he read the draft lease agreement and there is no risk to Tower to get out of the lease if we sell the building. Councilor Morin made a motion to formally execute the agreement between the City and D'Ericks; seconded by Councilor Anderson. Motion passed unanimously.

5.7. Historic Fire Hall

Councilor Morin wants to contact Dave Erickson to discuss current City Hall building; also wants to engage Steve Abrahamson regarding selling the building. Clerk Mortaloni advised Nancy stated the arched door for the historical hall space is delayed until October; will not affect City's planned move.

5.8. Spending Authority Limits for City Staff

Clerk/Treasurer Mortaloni located the approved spending policy from Jan, 2000, and also provided an update from Michael Schultz on spending authority for City. The Clerk would like Council to come up with planned spending limits to meet current City needs, and come back to Council with proposed spending policy. Council would like to assure Maintenance Foreman has correct spending authority and credit card limits, to allow necessary purchases.

6. New Business

6.1. Pay App 17

Pay App 17 was submitted by SEH on behalf of Lakehead. This brings their retainage down to 1%, with minimal left on the contract. Motion by Councilor Morin to pay Pay App 17; seconded by Councilor Anderson. Motion passed unanimously.

6.2. Donation from Bois Forte

Bois Forte presented a donation of \$7,500 to City of Tower Fire Department. Motion by Councilor VanDeVoort to accept funds and sign resolution accepting donation; seconded by Councilor Morin. Motion passed unanimously.

6.3. Agreement With Community Coaching for Grant Writing Services

Nancy Larson has expended her hours under the current contract. Proposed agreement is

same rate of pay, up to 100 hours of service.. Motion by Councilor Morin to accept proposal and agreement; seconded by Councilor Anderson. Motion passed unanimously.

6.4. 2024 Audited Financial Statements

Clerk/Treasurer Mortaloni gave recap of auditors notes, difficulties encountered in the process, and action plan items. Mayor Setterberg remarked that Schutz CPA seemed more detailed and thorough than prior auditors. Motion by Councilor Moring to approve draft of 2024 Audited Financial Statements as presented; seconded by Councilor Anderson. Motion passed unanimously. Motion by Councilor VanDeVoort for Mayor and Clerk/Treasurer to executed Management Rep Letter and Corrective Action Plan for CPA; seconded by Councilor Morin. Motion passed unanimously.

6.5. Approve Separation Agreement

Council was presented with a list of items that would form a separation agreement with the former Ambulance Director. Motion by Councilor Morin to approve separation agreement and sign resolution regarding payment for same; seconded by Councilor Anderson. Motion passed unanimously.

6.6. Agreement with MacDonald and Mack

Proposed agreement with MacDonald and Mack for architectural services on Depot was presented. Their fees are covered by IRRR grant. Motion by Councilor Morin to sign agreement with MacDonald and Mack; seconded by Councilor Anderson. Motion passed unanimously.

7. Adjourn

Motion by Councilor Morin to adjourn at 6:43 pm.

Respectfully Submitted:
Tammy Mortaloni, City Clerk

Approved By Council:

April 13, 2026