

**Carlton City Council
Special Meeting Minutes
Wednesday, December 3, 2025 @ 4:00pm**

The purpose of the meeting is to approve the 2026 Budget, Building Official Resignation and discuss future use of the Baseball Fields by Four Seasons Sports Complex.

1.00 Call to Order

Meeting was called to order at 4:00pm

2.00 Roll Call

Council Members Present: Mayor, Mike Soderstrom; Councilors: Dave Sobczak and Denise Coleman Lyng, Brent Bodie

Council Members Absent: Heather MacDonald

Staff Present: Clerk/Treasurer, Carol Conway

Others Present: Josh Halligan, Danielle Rychlak

3.00 New Business

3.01 2026 Budget

The budget was updated to account for 27 bi-weekly payrolls in 2026, property and casualty insurance and work comp insurance was changed to match 2025 premiums and the City Capital Fund amount was adjusted to keep the 2026 levy at 5.10 percent.

A Motion was made by Councilor Bodie and seconded by Councilor Coleman Lyng to approve the 2026 budget as presented. The motion passed unanimously.

Aye: 4 Nay: 0 Absent: 1

3.02 Baseball Field at Four Seasons

The Carlton Amateur Hockey Association (CAHA) would like to look at the possibility of removing the baseball field to install a permanent outdoor hockey rink. Currently, the field is used by Esko t-ball and for adult softball games during Carlton Daze. The field needs quite a bit of work to make it a good location to have practice and/or games. Council would like to hear from representatives of the baseball board. The baseball board members will be invited to the next Council meeting which is being held on December 10, 2025. CAHA will only install an outdoor recreational rink this year.

3.03 Building Official Resignation

Brian Linville submitted his resignation effective December 31, 2025. The City of Cloquet has agreed to allow Matt Munter to be Carlton's designated building official in the interim.

4.00 Adjourn

A Motion was made by Councilor Coleman Lyng and seconded by Councilor Sobczak to adjourn the meeting, the time being 4:37pm. The motion passed unanimously.

Respectfully submitted,

Carol Conway

**Carol Conway
Clerk/Treasurer**