

**February 10, 2020
Regular Meeting**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Halstad was duly called and held at the Halstad Telephone Company Meeting Room in said City on February 10, 2020 at 5:15 p.m.

Mayor Lori DeLong called the regular meeting to order at 5:16 p.m.

The following council members were present: Brandon Mickelson and Darin Johnson

The following council members were absent: None

Others in attendance: Jackie Hellerud and Lucas Spaeth.

Motion by Brandon Mickelson and second by Darin Johnson to approve the minutes from the regular meeting held on January 13, 2019. Motion carried.

Motion by Lori DeLong and second by Darin Johnson to appoint Bruce Purrington as the acting interim City Council member for Jeremy Melting's vacant seat. Motion Carried. Bruce will serve as interim council member until the general election on November 3, 2020. Bruce took the Oath of Office before assuming his duties which started immediately after the Oath.

Jackie Hellerud was present for the public forum. Jackie presented some information to the Council regarding Tree City USA. Jackie has been working with the DNR and National Arbor Society. She asked that the City of Halstad create a Tree Care Ordinance. She is also looking for funding for cost of tree plantings. Jackie would also like the City of Halstad to participate in Arbor Day activities. No action taken. Jackie will bring more information to the March 9, 2020 meeting.

Motion by Brandon Mickelson and second by Darin Johnson to approve the consent agenda as presented. Motion carried. The following items were on the consent agenda:

- a. Monthly claims for January 2020
- b. General checking bank reconciliation for January 2020

City road resurface project update was provided by Lucas Spaeth. A substantial amount of cracks in the new overlay. Will address issues with Moore Engineering in the spring. Requests for bids for Safe Routes to Schools project is in process. Bids will be opened on February 28, 2020 at 1:30 pm at the Halstad Telephone Company community room.

Highway 75 road reconstruction project update was provided. Working on a punch list of items to review/fix in the Spring. Grass and permanent road markings to be done as well. Lucas plans on asking MNDOT to attend the March meeting.

Lucas presented the Operation, Maintenance, Repair, Rehabilitation and Replacement Plan (OMRR&R) for the City of Halstad Flood Control Levee Improvement Project as prepared by Houston Engineering. The City Emergency Action Plan is incorporated into the manual. After review of the OMRR&R, motion by Bruce Purrington, second by Brandon Mickelson to approve the OMRR&R . Motion carried.

There was extensive discussion regarding the NCW School vacated building. Brandon Mickelson presented some information regarding the cost of demolition. The City may be interested in attaining the "green space". No action taken.

The Council reviewed bids that had been submitted for the 1971 Forstner Pumper Truck. Two bids had been received at the Halstad Municipal office. One bid for \$300. Another bid for \$1,201. Motion by Brandon Mickelson to accept the high bid for \$1,201 with second by Darin Johnson. Motion carried.

Mayor Lori DeLong provided names of election judges for the primary election which will be held on March 3, 2020. Lori reported that it is getting more difficult finding people willing to be election judges. There was also discussion to increase election judge hourly wages from \$10 to \$12 per hour. Motion by Darin Johnson to approve the hourly wage increase from \$10 to \$12 per hour, second by Brandon Mickelson. Motion carried.

The Fire Frost ATV Club is developing a trail on the former Minnesota Northern P-Line Railroad Corridor. The City was asked to approve a *Road Crossing Authorization* so the Fire Frost Trail can cross land owned and managed by the City. Motion by Lori DeLong, second by Darin Johnson to approve signing the Road Crossing Authorization. Motion carried.

Workman Compensation Premium Options were discussed for 2020. Currently the City has a zero deductible policy as the increased cost associated with higher deductibles wasn't substantial enough to make a difference in cost savings. Motion by Brandon Mickelson to keep the deductible the same as last year at the zero deductible, second by Darin Johnson. Motion carried.

Airborne Custom Spraying had submitted an application for the City to approve aerial mosquito and Forest Tent Caterpillar control. Airborne Custom Spraying has agreed to provide this service at the same rate as last year. The City must notify Airborne Custom Spraying when the aerial spraying is needed. Motion by Bruce Purrington to approve and sign the application, second by Brandon Mickelson. Motion carried.

The Sunrise Apartments Wimmer Homes, and Utilities reports were reviewed. Lucas Spaeth, who left the meeting earlier, was not present for questions. Bruce Purrington was questioning why the City hasn't finished the 3 bedroom apartment so it can be rented. Municipal still working on the City generators.

There was informational discussion regarding the backup of the city's computer, archiving city emails, and the electronic delivery of information for city meetings. Darin Johnson and Brandon Mickelson will look into new computer platforms to update these processes. There was also a short discussion regarding Mail Balloting for forthcoming elections. No action taken.

Motion by Darin Johnson to adjourn at 8:24 p.m. with second by Bruce Purrington. Motion carried. The next regular meeting of the City Council will be Monday, March 9, 2020 at 5:15 p.m.

Lori DeLong, Mayor/Deputy Clerk