

**June 10, 2019  
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 June 10, 2019 at 5:15 pm.

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

The following council members were present: Veronica Dye and Jeremy Melting

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

Others in attendance: Lucas Spaeth, Jon Pauna, Nate Dorr (Northwest Minnesota Foundation)

Motion by Veronica Dye and second by Jeremy Melting to approve the agenda as presented. Motion carried.

Motion by Jeremy Melting and second by Lori DeLong to approve the minutes from the regular meeting held on May 13, 2019. Motion carried.

Councilmember Brandon Mickelson arrived.

There were no individuals present for the public forum.

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

- a. Monthly claims for May 2019
- b. General checking bank reconciliation for May 2019

Jon Pauna, Moore Engineering, provided an update on the status of the city road resurface project. MnDOT concrete bid amounts for the 5th Street extension came back favorable at \$68/square yard; total of \$33,500. Asphalt bid was \$16,660. Motion by Lori DeLong to approve the MnDOT concrete bid for 5th Street. Second by Jeremy Melting. Motion carried.

Motion by Jeremy Melting and second by Veronica Dye to approve the following resolution:

**RESOLUTION NO. 2019-06-10  
Resolution Accepting Bid**

WHEREAS, pursuant to an advertisement for bids for Improvement No. 2019-1, bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

See attached bid tabulation.

AND WHEREAS, it appears that R.J. Zavoral & Sons, Inc. of East Grand Forks, MN is the lowest responsible bidder,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HALSTAD, MINNESOTA:

1. The mayor and clerk are hereby authorized and directed to enter into a contract with R.J. Zavoral & Sons, Inc. of East Grand Forks, MN in the name of the city of Halstad, MN for the Improvement No. 2019-1 according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.
2. The city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Upon a roll call vote, the following voted aye: Lori DeLong, Brandon Mickelson, Veronica Dye, and Jeremy Melting. The following voted nay: none. Motion carried.

New information on the HWY 75 reconstruction project was not available. No action.

Discussion ensued regarding the TIF District No. 2. no longer collecting property taxes. Dr. Joy Hollingshead was not able to attend the meeting, but has requested to be on next month's agenda. No action.

A motion to accept the following Planning Committee appointments was made by Brandon Mickelson: Jeremy Melting (City Council Representative) one (1) year; Michael Trygg three (3) years; Lori Rufsvold three (3) years; Danielle Harless two (2) years; and Jackie Arneson two (2) years. Veronica Dye seconded the motion. Motion carried.

An update on adding the city traffic ordinances into the court system was provided by Veronica Dye. James Brue, Norman County Attorney, will add to the MN court system free of charge. A list of priority ordinances will be provided to James to start working on this process. No action.

An update on the levee construction was provided by Lucas Spaeth. Sellin Brothers is working on some items now and dirt work is scheduled to begin again in July. They have an October 2019 deadline. Grass seeding will be completed in Spring 2020. No action.

Nate Dorr from the Northwest Minnesota Foundation was present to discuss the Communities Thrive program which was recently awarded to the City of Halstad. There are \$100,000 in grants available and \$400,000 in loans available under this program. Eligible entities include city, utility, and 501(c)(3) organizations. The deadline to apply is June 2020. No action.

Jessica Spaeth, Halstad EDA, provided some information on an opportunity to work with James Patrick Real Estate for an exclusive right to sell listing agreement for the free city lots. Cost would be \$250 per lot when the lot is sold. Motion by Jeremy Melting to move forward with contract details for this arrangement; of which contract will be reviewed and approved at a later meeting. Seconded by Brandon Mickelson. Motion carried.

Jessica Spaeth also provided information on a new construction housing opportunity which would be coordinated by the Tri-Valley Opportunity Council in conjunction with the Halstad EDA. Halstad EDA is requesting the City contribute \$25,000 to support a project to construct a new, slab on grade, 1800-1900 square foot house (3 bed/2 bath). More details on the partnership are required. Motion by Veronica Dye to explore the contract details with potential investment up to \$25,000. Second by Brandon Mickelson. Motion carried.

Motion by Jeremy Melting to approve the placement of a "free little library" at each city park. The libraries are small wooden boxes which offer free book exchange at no cost. They will be maintained by Erin Holte. Seconded by Brandon Mickelson. Motion carried.

Department reports were provided for the EDA, Sunrise Apartments, Wimmer Homes, and Utilities. No action.

Motion by Lori DeLong to adjourn at 8:54 p.m. and second by Brandon Mickelson. Motion carried. The next regular meeting of the City Council will be Monday, July 8, 2019 at 5:15 pm.

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Veronica L. Dye, Clerk/Treasurer