

**April 13, 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 electronically in said City on April 13, 2020 at 5:15 p.m.

Mayor Lori DeLong called the regular meeting to order at 5:17 p.m.

The following council members were present: Darin Johnson, Mike Trygg, Brandon Mickelson, and Bruce Purrington

The following council members were absent: None

Others in attendance: Jon Pauna- Moore Engineering, Lucas Spaeth- HMU Superintendant, Alli Tice- HMU Office Coordinator.

Motion by Darin Johnson and second by Mike Trygg to approve the agenda. Roll call vote was unanimous. Motion carried.

Motion by Brandon Mickelson and second by Bruce Purrington to approve minutes from the regular meeting held on March 9, 2020, and the special emergency meeting held on March 27, 2020. Roll call vote was unanimous. Motion carried.

There were no public comments or correspondence for council consideration.

Motion by Mike Trygg and second by Darin Johnson to approve the consent agenda as presented. Roll call vote was unanimous. Motion carried. The following items were on the consent agenda:

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

Jon Pauna of Moore Engineering explained the Safe Routes Program agreed to increase the grant and Norman County agreed to increase. Halstad's would increase (\$56K to \$81,606). Work scheduled for completion by August 01, 2020. Jon recommended council approve the project. Motion by Bruce Purrington second by Mike Trygg to award the project. Roll call vote was unanimous. Motion carried.

Lucas Spaeth provided information in regards to current flood status including patrols and closing gates. The Levee project work includes additional grass seeding, reinstallation of signs, installation of lights for gates A & B, a driveway to B will be installed. Possibility of additional work on the levee and county road near RRV Co-op.

There were no updates regarding the Highway 75 road reconstruction project.

Mayor DeLong reported Jackie Hellerud provided an Arbor Day Proclamation and a City Ordinance to achieve Tree City USA certification. Mayor DeLong Proclaimed April 24th as Arbor Day in Halstad. Clerk will follow up with Hellerud about details.

Mayor DeLong requested the Clerk gather information for the council about a process for condemning blighted properties within the city of Halstad. DeLong believes some properties are health and safety hazards. Clerk will contact City Attorney for more information.

Discussion regarding the vacant NCW school building and status was held among council members. No action taken.

Olivia Morton of Brady Martz was introduced to the council and reported on the Financial Audit conducted for 2019. Ms Morton explained the information contained within the audit draft documents and answered questions about the findings. The final report was not yet completed for council approval.

Mike Trygg brought information from the County Auditor regarding Mail Balloting due to COVID-19 and presented Resolution #2020-04-13B Allowing Mail Balloting by the City of Halstad effective immediately. Motion by Darin Johnson second by Bruce Purrington to approve.

RESOLUTION NO. 2020-04-13B

RESOLUTION AUTHORIZING MAIL BALLOTING

WHEREAS: Minnesota Statute 2048.45 provides for a town of any size not located in a metropolitan county as defined by section 473.121 or a city having fewer than 400 registered voters on June 1 of an election year and not located in a metropolitan county to conduct balloting by mail.

BE IT RESOLVED by the City council of the City of Halstad, Minnesota, that they will conduct balloting by mail for all elections by mail starting immediately.

Roll call vote was unanimous. Motion Carried.

Mike Trygg brought before the council Resolution #2020-04-13A Appointing Member to NMPA naming Lucas Spaeth as the city's director and Darin Johnson as advisor to the agency. Motion by Brandon Mickelson second by Mike Trygg to approve.

RESOLUTION NO. 2020-04-13A

**RESOLUTION APPOINTING AN NMPA BOARD MEMBER TO
NORTHERN MUNICIPAL POWER AGENCY**

BE IT RESOLVED by the City council of the City of Halstad, Minnesota, that pursuant to Section 3 of the Power Sales Agreement between Northern Municipal Power agency and the City of Halstad, that Lucas Spaeth hereby is appointed as the cities director on the NMPA Board and Darin Johnson hereby is appointed as advisor to the agency.

The appointments are for a period starting May 1, 2020 and ending April 30, 2021.

Roll call vote was taken, Darin Johnson abstained. Motion Carried.

Lucas Spaeth explained estimates for repairs and maintenance of boiler heating systems at Sunrise Apartments. Motion by Darin Johnson second by Brandon Mickelson to authorize repairs. Roll call vote was taken. Motion carried.

The Sunrise Apartments, Wimmer Homes, and Utilities status reports and information were provided by the Superintendent.

Parking problems in town discussed- Parking, Dead Storage and Registration violations. Clerk will follow up.

Informational: The new city website was discussed. Some minor mistakes noted. Suggested improvements noted. No objections.

The Pet Clinic was tentatively re-scheduled to May 26, pending the Governor's COVID-19 actions. Discussion of whether or not to have the event this year. Licenses can still be obtained from City with proper documentation.

The Spring Clean-up is postponed until summer or canceled in lieu of the Fall Clean-up for 2020. Alli reported Fuch's Sanitation not doing any spring clean-ups anywhere through May currently due to pandemic. Possibility for a summer clean up on date TBD existed.

Pet problems. Mayor DeLong reported observing health hazards from uncollected feces. Clerk will investigate.

Mayor DeLong brought discussion about closing City Parks due to COVID-19. Options for posting or notifying the public of the status were discussed.

Motion by Mike Trygg to adjourn at 8:35 p.m. with second by Darin Johnson. Motion carried. The next regular meeting of the City Council will be Monday, May 11, 2020 at 5:15 p.m.

Michael Trygg / City Clerk