

July 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 June 8, 2020 at 5:15 p.m.

Mayor Lori DeLong called the regular meeting to order at 5:15 p.m.

The following council members were present: Lori DeLong, Darin Johnson, Mike Trygg, Brandon Mickelson, and Bruce Purrington. The following council members were absent: None

Others in attendance: Alli Tice- HMU Office Coordinator, Robin Stene- Valley United, Jim Hess- Superintendent, Peter Jacobson-NCW School Board

Approval / Additions to Agenda- Bruce Purrington added discussion items under Utility Reporting and New Business. Mike Trygg added items from Utilities, SRTS Project and motioned to approve. Seconded by Darin Johnson, roll call vote unanimous, motion carried.

Approval of June 8 Regular Meeting Minutes and June 25 Special Meeting Minutes. Motion by Darin Johnson Second by Brandon Mickelson roll call vote unanimous, motion carried.

Public Forum: Robin Stene spoke on the need for removal of some dead trees bordering Wimmer Homes / Valley United property in order to place a fence after seeking a zoning permit from the city. Some trees are on both sides of the line and will be taken down by both for project to move forward.

Motion by Brandon Mickelson and second by Lori DeLong 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 June 2020
- b. General checking bank reconciliation for June 2020

Department Reports were provided by Alli Tice.

Sunrise Apartments has a couple vacancies. Wimmer Homes: #12 & #15 Bid estimates for remodel and repairs were discussed. #15 is insurance claim with \$500 deductible; other costs paid from Wimmer Account. #12 vacant and requires repair, remodel and updating electrical for total \$32,000. Bruce Purrington motioned to approve funds for both, second by Darin Johnson. Roll call vote unanimous, motion carried. Bruce Purrington added concerns by tenants of shifting step foundations and sidewalks. HMU will look into those issues.

Utilities Report: \$17,000 driveway and road repair expenses to be done by Vissers will be paid for mostly by FEMA. Additional work of drain tiling for better soil stabilization was included in bid done and fabric for road repairs was discussed. Out-of-pocket expense for fabric \$3000. Motion to approve fabric by Darin Johnson second by Mike Trygg. Roll call vote unanimous, motion carried. Motion to approve Vissers bid by Darin Johnson second by Mike Trygg. Roll call vote unanimous, motion carried.

Zoning Permits approved: Brandon Mickelson Patio- motion by Mike Trygg second by Darin Johnson (Brandon Mickelson abstained) vote unanimous, permit approved. David Nelson Storage garage- motion by Bruce Purrington second by Mike Trygg vote unanimous, permit approved. Kevin Erickson breezeway demolition- motion by Bruce Purrington second by Brandon Mickelson vote unanimous, permit approved. Kristi Melting drain tile and deck- motion by Brandon Mickelson second by Bruce Purrington vote unanimous, permit approved.

Zoning permits not approved: Northland Dental chain link fence and dumpster enclosure- motion to approve by Lori DeLong, no second - no vote, permit not approved. James DeLong fence- Mayor / Lori DeLong, spoke at great length about ways the DeLong's intended to change the project needing council approval. Property lines were not clearly identified, city street and/or easement locations questioned by council. The fencing material, placement, or allowance of a fence in the downtown commercial zone discussed by council. No motion made, permit not approved.

COVID-19 Preparedness Plan was created when required by the state June 29, 2020 Bruce Purrington motioned to adopt the plan second by Mike Trygg. Roll call vote was unanimous, motion carried.

Offer by citizen Lynda Rindahl of \$2000 to purchase a parcel next door to her residence. \$911.30 Special Assessment to be applied pending their settlement of Contract for Deed on current residence including to combine parcels. Motion to approve offer by Brandon Mickelson second by Bruce Purrington. Unanimous vote

motion carried. Brandon Mickelson and Lori DeLong reminded council of legal fees for purchase process to be paid by purchaser. Motion by Mike Trygg and second by Bruce Purrington to rescind previous motion and moved to include added legal fees. Roll call vote unanimous, motion carried. Clerk to contact Lynda Rindahl and city attorney as needed.

Council discussed values for other city owned lots in downtown area near post office after inquiry by citizen. \$40 per front lot foot were thought reasonable currently with special assessments applied for street improvements.

Bruce Purrington suggested using city stockpiled asphalt millings to groom 6th street through the trailer court which is unfinished with poor drainage and loose surface. HMU to be contacted for grading the material.

Bruce Purrington followed up on public service campaign "Did You Know?" Clerk reported ideas and information for the broadcast of topics over various media is ongoing, some topics have already been put on social media.

SRTS Project is ongoing. Jon Pauna requested partial payment to Sellin Bros. for work completed and attached change order for some utility shutoffs added. Motion to approve \$158,906.88 by Darin Johnson second by Mike Trygg. Unanimous vote, motion carried.

NCW Property discussion was had, aided by Peter Jacobson and Jim Hess of the NCW school board. Darin Johnson made a motion to: Declare Halstad's intent to NCW of interest to purchase the property and possibly the building; and to form an action group which would discuss, plan, assist the city to make a decision how to proceed. Bruce Purrington seconded. Roll call vote unanimous, motion carried. Side discussion ensued about potential funding sources and where to find financial aid to assist operating costs in addition to remodel construction. Mike Trygg and Darin Johnson volunteered to join the action group.

Blighted properties not addressed. Additional lists for properties to be collected. Shirley Benson property discussed as potential dangerous property. City has been mowing and assessing to the property tax statement. Council requested clerk to contact city attorney about action plan for the dilapidated structure and overgrown yard including condemning it and demolition using legal remedy.

Sunrise Apartment garage project. Bruce Purrington and Darin Johnson to investigate number of stalls, placement on the available city-owned property in order to obtain estimates.

Council reminded of filing deadlines for offices (July 28-August 11).

CARES Funding. Mike Trygg advised of applying for a \$43,000 grant and how to utilize funds received for reimbursement of unplanned/ongoing expenses to the city due to COVID-19. Financial assistance could also be provided through the city or EDA to local businesses if desired. Deadline for reporting is November 15, 2020 and unused funds are to be returned through the county.

Demographic information received was provided and possibly indicates a shrinking population in Halstad.

2021 Annual Budget. Clerk to begin meeting with HMU and planning preliminary proposal for next year's budget.

Mayor Lori DeLong asked for motion to adjourn. Darin Johnson moved and Brandon Mickelson seconded. Unanimous vote, meeting adjourned at 8:34 pm. The next Regular meeting of the City Council will be on Monday August 10, 2020 at 5:15 pm.

Mike Trygg / City Clerk