

**August 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 electronically in said City on August 10, 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, Lucas Spaeth- Municipal Superintendent, Jason Murray-David Drowns Associates

Approval / Additions to Agenda- Lori DeLong moved to add item to Unfinished Business regarding a Zoning Permit for James DeLong; second by Darin Johnson. Roll call vote unanimous, motion carried, items added.

Approval of July 13 Regular Meeting Minutes. Motion by Darin Johnson, Second by Mike Trygg, roll call vote unanimous, motion carried.

Public Forum, no information.

Motion by Brandon Mickelson and second by Bruce Purrington 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 July 2020
- b. General checking bank reconciliation for July 2020

Department Reports were provided by Lucas Spaeth.

Sunrise Apartments-boiler update, electrical repairs due to previous repairs for water line break repair, concrete work will be necessary and concrete contractor to be hired for job, occupancy will be full.

Wimmer Homes work is ongoing for two remodels and repairs, a back step was broken during process and will need to be replaced, possibly with treated lumber instead of concrete. Parking on grass by residents or guests to be addressed.

Utilities report indicated recent tests showed the city is well within compliance levels for copper and lead in water supply. Moorhead not taking waste material byproducts hauled after October for 6 months, alternatives are to transport to Fargo until Moorhead is again available. Highway project update, seeding in affected areas and ditch work is being completed. SRTS is ongoing. Landscaping completed near RRV Electrical Co-op to correct for sidewalk elevation on their property. Road Raise on 1st St E is pending with Norman County Engineer. Rehab milling of some shared county roads still scheduled for this season. Brandon Mickelson reported missing Stop signs due to SRTS work need to be put back or temporary ones placed. Solar light placement near boat landing and city entrances, options discussed, no action.

Valley General Store TIF information presented by Jason Murray. Terms Letter needing approval by the city and developer. Mr. Murray explained items needing agreement and protections provided the city through the process. An amendment was going to be added due to unforeseen construction delays in project timing to extend the timeline by an additional year. Outlines of scheduled bond payments were provided. Item # 7 was discussed and stricken with council consent. Mr. Murray will return at the September Regular Meeting with final documentation action items for the council. Mike Trygg moved and second by Bruce Purrington to approve the Terms Letter, roll call vote unanimous motion carried.

Resolution to approve Resolution 2020-08-13 for Multi-Hazard Mitigation forwarded by Norman County Emergency Manager was reviewed. Motion to adopt by Darin Johnson second by Brandon Mickelson, roll call vote unanimous, resolution adopted.

Zoning Permits approved: Daniel Rude in-ground irrigation-motion to approve by Brandon Mickelson second by Bruce Purrington unanimous, permit approved. Rene & Elizabeth Tovar privacy fence including Variance signed by Halstad Living Center as fence was misplaced over property line, second privacy fence to be located fully on their own property as an above ground pool surround- motion to approve by Darin Johnson second by Mike Trygg unanimous, permit(s) and Variance approved. Clerk will make notifications.

Zoning permits not approved: Rene & Elizabeth Tovar- bedroom addition project to another residence was not approved due to lack of current ownership documentation. Clerk will make notification.

Coronavirus Relief / CARES Funding was received. Documents including Application, Guidelines, Information Release were discussed. Removal of cap placed on awarded grant funds preferred. Sent to EDA for consideration, business education and administration.

Interest in two of Halstad's Free Lots on 7th Ave E. Offer made to build on and purchase a free lot and adjoining one of the other free lots for \$12/ft x 95' to increase frontage. Council declined, countered \$40/ft acceptable. Clerk to notify inquiring parties.

Payment item to Sellin Contracting requested by Jon Pauna. Darin Johnson moved second by Mike Trygg to approve second partial payment for SRTS project. Roll Call vote unanimous, motion carried.

NCW School Building update. No meeting of task force prior to council meeting, no report.

Blighted properties update. Clerk sending letters to Benson and Bergee property owners about potential health and safety hazards. Action pending any responses. Linden property discussed. Lori DeLong would attempt to get mailing address to owners no longer at residence for notification or inquiry about continuing status of property.

Sunrise Garage update. Bruce Purrington withdrew the agenda item from further consideration currently.

Rindahl Lot Offer Resolution was passed unanimously. Purchase Agreement will be drafted by City Attorney and presented to Lynda Rindahl by Clerk. Closing to be scheduled once agreement is signed.

Lori DeLong discussed changes to James DeLong Zoning Permit application. Reported property markers were located. Discovery of rear property markers revealed building lying at or very near north property line. Adjustments to permit included fence on West side of property only and within noted setbacks. Agreement to paint metal fence panels to match the building structure. No fence on east side of building to be constructed. Corrections to permit made by clerk. Bruce Purrington and Darin Johnson motioned and seconded for approval, Mayor DeLong abstained, unanimous vote, motion carried. Clerk to make notification to DeLong.

Council reminded of filing deadline (tomorrow- 8/11/20) for coming election.

Halstad NRDC Municipal Representative nomination discussed, Darin Johnson agreed to be placed on ballot.

"Did You Know?" update. Information sent to HTC for channel 3, posted on city website and possibly electronic sign board as well as social media and through the city newsletter. Any suggestions for relevant topics were welcome for public service information and continuing campaign. Final agenda entry pending any changes.

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 7:46 pm. The next Regular meeting of the City Council will be on Monday September 14, 2020 at 5:15 pm.

Mike Trygg / City Clerk