

**October 18, 2021
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 community room in said City on October 18, 2021 at 5:15 p.m.

Mayor Darin Johnson called the regular meeting to order at 5:22 p.m.

The following council members were present: Mayor Darin Johnson, Brandon Mickelson, Mike Trygg, Shirley Weeding, and Donna Scholl. The following council members were absent: None

Others in attendance: Bruce Purrington, Robert Rude, City Clerk Terri Trygg, Utility Superintendent Lucas Spaeth, and HMU Office Coordinator/City Treasurer Alli Tice.

Additions to Agenda- None

Approval of September 13, 2021 Regular Meeting Minutes. Motion to approve by Donna Scholl, second by Mike Trygg, roll call vote unanimous, motion carried.

Public Forum-

Robert Rude, a tenant in the Sunrise Apartments addressed the council with some issues and concerns. Robert noted that the cement in front of the building is in bad shape and he is unable to use that door with his wheelchair. He also noted that the shed on the south side of the building is in bad shape, and ice builds up on the sidewalk in the winter. The light outside by the garbage dumpster is not working, and it is unsafe. Utility Superintendent Lucas Spaeth explained that the City has been on a list all year for cement work that would fix the cement issues at the doors of the apartments. A temporary fix will be attempted, if there are favorable conditions to put down temporary cement.

Bruce Purrington also expressed some concerns about fixtures such as sinks and stoves in the Sunrise Apartments, and he provided pictures of some of the issues he has noticed. These issues will be addressed and Lucas will contact Gary Simpson to see if he would be willing to make some repairs and improvements at the apartments. Bruce also asked if the city has any resolution for the water issue in front of his shed at the corner of 3rd Ave W and 5th St W. The Utility will research solutions, but it may not be resolved until future street projects are planned.

Consent Agenda

Motion by Brandon Mickelson, second by Shirley Weeding, 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 September 2021
- B. General checking bank reconciliation for September 2021

Department Reports.

Utilities Report- Utility Superintendent Spaeth gave a number of updates to the council along with the Superintendent Notes that were included in meeting materials.

1. **Sunrise Apartments-** The council discussed a number of repairs that would need to be completed at the Sunrise Apartments. The council agreed that for now, the repairs and building maintenance should be the first priority, and conversion of two apartments to a three bedroom apartment will need to wait. The council also discussed the nightly rental apartments, and if we should continue that service. The nightly rentals will be continued for now, and Terri will check into ways to market them. There was some discussion about raising rent, but that decision was put on hold for now.
2. **Wimmer Homes-** Sidewalks, dirt work and flashing still need to be completed. Having trouble getting a contractor to get the cement work done. A CERTS Grant application was made for adding 6 inches of insulation to the ceilings in 14 Wimmer homes.
3. **Utilities-** Wage increases of 3% were approved by the Halstad Municipal Utilities Commission. The HMU commission also has approved forgiveness of the Dental Office TIF that the city was paying back to HMU. Alli is checking with the auditor and Jason Murray on how this forgiveness will be recorded. Estimates came in on repairs to the Utilities building. Johnson Jetline did next year's maintenance this fall.

Clerk Report - Three Temporary Liquor Permits have been requested. Mike Trygg moved to approve the licenses for events at the Community Center (LRC) on November 19, and December 9th and 20th. Donna Scholl seconded motion, roll call vote unanimous, motion carried.

Comprehensive Plan - Mike Trygg indicated that no updates have been provided by NWRDC or Planning Commission.

Blighted Property - The clerk sent a letter to Mr. Eric Smart, regarding complaints and noted issues at his apartment building at 228 2nd Ave W. No response received.

City Sales Tax- Terri provided a draft resolution for the council to review. The council will need to gather and provide all of the required information for Capital Projects before a resolution can be finalized and passed. A small group will be formed to work on this task.

Halstad School and Property -

Gym Access- The alumni group will be contacted to request that they move their memorabilia and decorations to a classroom in the north side of the school, or to the room on the old stage. The key fobs for gym access are ready to be activated, and there will be a \$10.00 non-refundable charge for the fobs. Alli and Brandon presented a draft application form for the council to review. For the remainder of the year, the fee will be \$50.00. The fee structure for 2022 has not yet been set by the council. Alli is ordering the items approved at the September meeting.

Heating-The council discussed a number of options for heating the areas that must be heated. After lengthy discussion, a motion was made by Brandon Mickelson to approve a budget of \$25,000.00 to purchase and install heat sources to keep the south end of the building and related plumbing heated. Motion seconded by Mike Trygg, roll call vote was unanimous, motion carried.

Zoning Permits - David Nelson submitted a permit to add an awning on the back patio and to move an existing privacy fence. Shirley Weeding moved to approve the permit, Donna Scholl seconded, roll call vote was unanimous, motion carried.

The Halstad Living Center submitted two permits. One permit was for the replacement of the roof. The second permit was for a fence for the Little Learners Daycare. Shirley Weeding moved, and Brandon Mickelson seconded approving both permits. Roll call vote was unanimous, motion carried.

KRJB Contract-The council reviewed the KRJB Contract. Jim from KRJB has met with both the EDA and City representatives, and they are working on some new advertising. They would like to have local people do some of the recordings. Mike Trygg moved to approve the contract, Shirley Weeding seconded, roll call vote was unanimous, motion carried.

Free Lot Application-A Free Lot Application has been received. The applicant called and spoke with Alli Tice, and they indicated that they would like to have lot #2. The council approved holding Lot #2, pending the applicants submission of building plans, which were not yet available. Terri will contact the applicant to let them know that the lot they chose is being held for them.

Other -Alli received a request from a city resident to use the LRC for weekly gatherings for youth. The council approved the use as long as the resident can be flexible if other events are scheduled.

Donna Scholl moved and second by Mike Trygg to adjourn the meeting at 7:57 pm, roll call vote unanimous, motion carried. The next Regular meeting of the City Council will be on Monday, November 8, 2021 at 5:15 pm.

Terri Trygg /City Clerk