

April 11, 2022
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 April 11, 2022 at 5:15 p.m.

Mayor Darin Johnson called the regular meeting to order at 5:16 p.m.

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

Others in attendance: Josh Anderson, Halstad Fire Relief Association; Terri Trygg, City Clerk; Lucas Spaeth Utilities Superintendent; and HMU Office Coordinator/City Treasurer Alli Tice.

Additions to Agenda - Late items received include Gambling Premise Permit approvals. Council will review and consider Gambling permits after Consent Agenda is approved. Mike Trygg moved to approve the agenda with changes, Shirley Weeding seconded, unanimous vote, motion carried.

Approval of February 7, 2022 Regular Meeting Minutes Approval of March 28 Special Meeting Minutes, and Approval of April 7, 2022 Public Hearing and Special Meeting Minutes. Motion to approve minutes as presented by Shirley Weeding, seconded by Mike Trygg, unanimous vote, motion carried.

Public Forum- The Clerk has received two inquiries about marketing the commercial lots in Halstad to draw in additional businesses. The council agreed that a committee should be formed to identify commercial properties that may be for sale, rent or lease in Halstad, and the Clerk will post these to the State of MN site <https://app.locationone.com/buildings?organization=613fb71bb7c27b5a9e9d8a05>. Terri, Shirley, Lucas and Alli will work on gathering this information so it can be added to the site. Lucas Spaeth also provided information to the council about Minnkota assisting with marketing lots that meet industrial needs.

Consent Agenda

Motion by Mike Trygg, second by Donna Scholl to approve the consent agenda as presented. Unanimous vote, motion carried. The following items were on the consent agenda:

- A. Monthly claims for March 2022
- B. General checking bank reconciliation for March 2022
- C. Temporary Liquor License for June 4, 2022

Gambling Site Permits-Josh Anderson presented forms to the council to approve for Gambling Premise Permits for the Halstad Recreation Center (LRC) and for The Zone on 75. Donna Scholl moved to approve the Gambling Premise Permit for the LRC, Shirley Weeding seconded, unanimous vote, motion carried. Brandon Mickelson moved to approve the Gambling Premise Permit at The Zone on 75, Donna Scholl seconded, unanimous vote, motion carried.

Utilities Report- Utility Superintendent Spaeth submitted Superintendent notes that were included in meeting materials. Concrete is planned at the Sunrise and Utilities the first week in May.

Sunrise Apartments- Expecting that all apartments will be full. There is a dog issue that is being addressed currently. A quote was received from Halstad Telephone Company to install security cameras in the Sunrise Apartments. After discussion, Shirley Weeding moved to approve the quote of \$328.00 for equipment and installation, and \$46.50 per month to lease equipment. Donna Scholl seconded motion and upon a vote, all council members voted aye, except Brandon Mickelson who abstained from voting. Motion carried.

Wimmer Homes- All units are occupied. Upgrade to the laundry room are needed, including electrical upgrades and additional machines. Donna Scholl moved to approve the updates to the laundry room at the Wimmer Homes, Mike Trygg seconded, unanimous vote, motion carried.

Other-

Clean-up day is Tuesday, April 19th. Lucas was just notified that the city will be a charged \$10.00 for each TV. In the future we will either need to not take them, or make sure that residents purchase stickers for each TV picked up. Fuch's Sanitation will pick up big items at any time if there is a sticker on them. The pricing and stickers will be at the Utility Office and residents will need to purchase them there. Terri will create a slide and send out info in a future monthly newsletter.

Georgetown has contracted with HMU for services as they are currently out of compliance.

No bids yet for seal coating.

Rural Water - Senator Smith's office met with the project team. Polk County has committed to pay \$500,000.00 to upgrade the line to Climax that is going to be phase 1 of the project, which will then be run from Climax to Perley. Meetings continue.

EV Station-The first two stalls are going to be placed next to the stop sign to the west of the sugarbeet park. Lucas met with business owners regarding placement in that location. April 20th NMPA meets and Halstad has applied for \$10,000.00 for EV stations in Halstad.

Bergee House was demolished on April 11, 2022. Vissers did the work, and they are looking at setting up a concrete crushing plant in the bus barn lot for demo at the Red River Valle Co-op Power Association.

Darin Johnson will contact Nate Oberg, DOT Superintendent in our area about replacing signs they took down during the road raise and other work in Halstad.

The Clerk will send a letter to Robert Benson to remove the camper from the right-of-way on Highway 75.

Unfinished Business:

Comprehensive Plan - Sean Ranum from Northwest Minnesota Regional Development spoke with Terri Trygg and they are making progress on the draft of the Comprehensive Plan.

City Sales Tax- Capital Project Plan- the council is waiting to hear about other cities that have been successful in implementing a city sales tax.

Sheriff Contract Discussion-The Clerk has not received a reply from the Sheriff regarding the letter that was sent on March 3, 2022. The council discussed the lack of response of the Sheriff and his department, and what benefit the city is receiving by paying such a large amount of the budget to the Sheriff's department. The council agreed to consider ending the contract or cutting the hours and contract amount. No decision or motions made at this time.

New North Properties-The clerk gave an update regarding meeting with an attorney, letters that were sent, attaining the services of a building inspector, and that the City staff had to secure the building since the owners did not take action by the deadline given. The expenses for securing the building will be billed to New North Properties. If the owner does not respond and consent to an inspection, an administrative search warrant will be applied for with the assistance of the attorney. The Council discussed implementing rental property registration and charging fees for all rental properties going forward.

Landmark-(Halstad School and Property) - The Landmark Committee reported on meetings and progress being made with budgets, grants, and researching options.. A Dekko Foundation Grant has been submitted. HEAR has donated flooring and some equipment for the fitness room. A position description has been written for a position that would be part office assistant at the Utilities Office and part recreation/facility coordinator at the Landmark.

Other -

Bleachers-The Ada Borup West School District sent an email offering \$1,000.00 for the portable bleachers. Rothsay School is looking at sending in a bid and Hillsboro school has also expressed an interest. The council determined the value of the bleachers is over \$5,000.00 for each one, and since there are multiple interested parties, Terri and Lucas will work on putting two of the three out for competitive bidding.

Campground-Express Employment Professionals has contacted Terri about reserving camping spots for the 2022 harvest. The council agreed to charge the same rental amounts as 2021, which is \$25.00 per night.

Vending Inquiry-The City received a proposal to put in a combination drink/snack vending machine in the Landmark. The City was in favor of this proposal but estimated that there would be a \$250.00 power draw, and there would need to be a formal agreement that the vendor would pay for the power. Mike Trygg moved to approve the proposal for one year at \$250.00, Darin Johnson seconded, all ayes, motion carried. The Clerk will contact the vendor to let them know and to draft an agreement.

Administrative and Recreation Program Specialist-The council was presented with a position description for a new position that would work part time for the Halstad Municipal Utilities, and also for programming, grant writing seeking and writing, and other administrative tasks related to the Landmark. The council would prefer to wait to hear back on the Dekko Grant application, and to have a better understanding of how the budgets will be able to manage this new position.

New Business:

ARPA Resolutions-Resolution 2022.04.11A A Resolution To Accept The Redistribution Of Unrequested Coronavirus Local Fiscal Recovery Fund Established Under The American Rescue Plan Act and Resolution 2022.04.11B A Resolution To Elect The Standard Allowance Available Under The Revenue Loss Provision Of The Coronavirus Local Fiscal Recovery Fund Established Under The American Rescue Plan Act were presented to the council for their review and approval. Resolution 2022.04.11A is to accept an additional \$959.86 in ARPA funds due to state redistributions of monies. Resolution 2022.04.11B is to approve the election of the standard allowance for lost revenue as allowed. The City must elect the standard allowance by April 30, 2022, in order to complete reporting requirements under this plan. Shirley Weeding moved to approve both resolutions as presented, Brandon Mickelson seconded, vote unanimous, motion carried.

Zoning Permit-Brandon Mickelson moved to approve a zoning permit for Gary Simpson to add a deck to an existing deck. Donna Scholl seconded the motion, unanimous vote, motion carried.

Property Inquiry-Ty Heinicke contacted Darin Johnson about purchasing the vacant lots the city owns west of his property. Parcel 28-3412000, which is Lots 13, 14, 15 and 16. Block 13 Original Townsite. The council acknowledged that there had been previous requests regarding this parcel that had been denied in the past under different council members. It was discussed that Mr. Heinicke may want to approach his neighbor to the north, Del Ketterl to see if he would be interested in purchasing the north 1/4 of the parcel. The council agreed that since the property is behind the owner's parcel, it would make sense to offer it for sale, and a price of \$4,000.00 plus legal fees to be paid by the purchaser was established. Donna Scholl moved to sell the parcel to Ty Heinicke for \$4,000.00 and he would be responsible for legal fees. Mike Trygg seconded the motion, vote unanimous, motion carried. Clerk will contact Heinicke, and will also need to remind him that there is a 20 foot right of way in the middle of the parcel, so nothing can be built on that strip.

Brandon Mickelson moved and second by Mike Trygg to adjourn the meeting at 8:25 pm, vote unanimous, motion carried.

The next regular meeting of the City Council will be on Monday, May 9, 2022 at 5:15 pm.

Terri Trygg /City Clerk