

**July 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 July 11, 2022 at 5:15 p.m.

Mayor Darin Johnson called the regular meeting to order at 5:15 p.m.

The following council members were present: Mayor Darin Johnson, Mike Trygg and Donna Scholl and Shirley Weeding. Council member absent: Brandon Mickelson.

Others in attendance: Tracee Bruggeman, Brady Martz & Associates, Sheriff Jeremy Thornton, Chief Deputy Ben Fall, Bruce Lee, Jodi Lee, Linda Rindahl, Terri Trygg, City Clerk; and HMU Office Coordinator/City Treasurer Alli Tice.

**Additions to Agenda** - No additions to the agenda. The clerk suggested the council move items 8A Audit Report and 7C Sheriff's Contract to the beginning of the meeting after the Public Forum and Correspondence to which the council agreed.

**Approval of June 13, 2022 Regular Meeting Minutes** Motion to approve minutes as presented by Shirley Weeding, seconded by Mike Trygg, unanimous vote, motion carried.

**Public Forum and Correspondence**

Bruce and Jodi Lee addressed the council regarding noise ordinance violations. On July 1st they contacted the Mayor after their neighbor Kenny Lund was running his semi tractor for an extended period of time. The truck seemed to be running in high idle, and the air conditioner kicked in, which made it even louder. This happened again on Sunday, July 3rd when the truck was left running. When Lee tried to complain to the owner, an argument ensued. Lee called the Mayor with his concerns when each of these incidents occurred.

Linda Rindahl then spoke to the council to explain that the truck needed repairs and Kenny was working on the truck. She then stated that he was unable to repair the truck and it is now sitting in their side yard. After discussion, the clerk agreed to look into noise ordinances, and the clerk or Mayor will follow up as necessary.

**Audit Report**

Tracee Bruggeman from Brady, Martz & Associates presented the 2021 Audit Report to the council. Bruggeman reviewed fund balances and she indicated that the two findings, were also findings in previous years, and that the council should consider how to continue to have mitigating controls in place along with a separation of duties when feasible. The council did not have any questions, and they thanked Tracee for their work and for the final audit report.

**Sheriff Contract**

Norman County Sheriff Jeremy Thornton and Chief Deputy Ben Fall attended the meeting to speak with the council about the letter terminating the contract. Sheriff Thornton indicated that according to the contract, the Mayor should be the liaison between the Sheriff and the city. Thornton indicated that he would like that direct communication line and that the Mayor may contact him at any time. Mike Trygg asked Thornton and Fall if it would be possible for the Sheriff's office to provide coverage for special events such as street dances with the expectation that an off-deputy would sign up for the work and would be paid overtime. The city would then be willing to be billed for those hours. Thornton and Fall indicated that this may be possible, but they would have to check on it with the County Attorney, and it always depends on staffing available.

Trygg also asked how the rate is determined for the contract. Thornton said the contract was for 40 hours of extra patrol per month, and the rate is based on a 1/4 cost of a deputy per 40 hour week, since there are 4 patrol deputies. With hourly rates, fringe costs, liability insurance and vehicle costs rising, the rate of the contract would also be raised in future years.

The council indicated that one of the issues that has been brought up by many residents is the lack of follow-up. Thornton and Fall stated that if there are any other issues, either one of them should be notified immediately. Clerk Trygg asked about running a drug dog through the apartments at 228 2nd Ave W. Fall stated that a dog has been through the apartments numerous times. He also noted that in looking at their records, there have been 121 calls for service/incidents at this apartments building between 2015 and 2022.

Based on the date of the termination letter, the last date of the patrol contract will be August 14, 2022. The council thanked Norman County Sheriff Jeremy Thornton and Chief Deputy Ben Fall for attending the meeting, and they would like to continue a dialogue about a revised contract in the future.

### **Consent Agenda**

Mike Trygg moved to approve the consent agenda, Shirley Weeding seconded, unanimous vote, motion carried. The following items were on the consent agenda:

- A. Monthly claims for June 2022
- B. General checking bank reconciliation for June 2022

**Utilities Report**-Superintendent full notes included in meeting materials.

**Sunrise Apartments**- Cameras have been installed in the Sunrise hallways. Alli is working on a new sign for the building.

**Wimmer Homes**- Cement work and fill are done. Some residents are planting flowers and grass is being seeded around new cement.

**Other**- Matthew Warner has started as Lineman for HMU. Trish Schilling has been hired as Customer Service Representative.

A NMPA Grant for \$10,000.00 has been attained for EV Stations.

Shirley Weeding asked about the flags that go out for Memorial Day, Fourth of July and Labor Day. Many were damaged in the high winds we received. She suggested that a Flag Committee be formed to help with keeping up with the flags displayed around town.

MRWA Wastewater Operation and Maintenance Training will be held on July 19, 2022 at the LRC. About 25-30 attendees are expected.

### **Clerk Report**

Vitalant Blood Drive was a huge success! We had 30 total blood products, which was way over their goal. We would like to schedule another one in August, but they don't have the staffing to schedule another one at this time. Harvest Hosts-We have had 3 Harvest Hosts guests in the Landmark Campground so far. They have left great reviews.

Upcoming events in Halstad include: Make Halstad Home Plate on August 2nd, CERTS location visit on 8/3/2022, Sugarbeet Festival (HBL, date has been changed), Open Door Bus Tour (HBL, date to be determined). Free Lots-We have had a couple of inquiries but no applications. Clerk sent an email to Ramos to see if they are still interested in proceeding.

Budget-Terri and Alli will start working on the 2023 Budget in early August.

Web site updates have been made.

An ad has been approved to congratulate Shelly on their 125th Anniversary.

### **Unfinished Business:**

**Comprehensive Plan** - No updates, clerk has not heard from NWRDC.

**City Sales Tax**- Capital Project Plan- Tabled, Legislature did not act on these.

**New North Properties**-The detailed inspection report is not complete yet.

**Rental Housing Ordinance**-Tabled

**Ordinance Fee Schedule Review and Updates**-Some of the updates have been posted on Halstad.com. Additional updates are in progress.

**Golf Cart/ATV/UTV Ordinance**-Tabled

**Landmark-(Halstad School and Property)** - Terri Trygg shared that the committee will be scheduling meetings and will be looking into a number of items including heating options. A logo contest will be held to create a logo for Landmark. The Dekko Foundation should be meeting in late July to review the grant proposal, and we should hear back in early August.

Terri Trygg contacted Kensok Flooring about a quote on the old gym floor. The council would like to see this floor removed before it is damaged by moisture or other issues.

Summer recreation for youth and families will be held the last week in July and each Tuesday in August.

No action taken on National Historic Register designation.

### **New Business:**

**Brady Martz Audit Report-Tracee Bruggeman** -Audit Report was presented at the beginning of the meeting. Donna Scholl moved to approve the Audit Report as presented, Shirley Weeding seconded the motion, unanimous vote, motion carried.

**AFG Grant Payment-Transfer Approval** - The radio payment must be made by the City of Halstad before it can be submitted for reimbursement. In order to pay the entire bill, transfers were needed from the City savings

account (\$50,000.00), and from the Fire Department savings account (\$40,000.00). Shirley Weeding moved to approve the transfers with the understanding that the accounts will be reimbursed once the FEMA grant payment is received. Donna Scholl seconded the motion, unanimous vote, motion carried.

**Land Use Agreements-**Two bids were received for haying of city owned land within the dike. Randy Westcott offered \$400.00, while Roger Lee offered \$300.00. Randy Westcott had the high bid and was awarded the land use.

Mike Trygg moved and second by Donna Scholl to adjourn the meeting at 7:04 pm, vote unanimous, motion carried.

The next regular meeting of the City Council will be on Monday, August 8, 2022 at 5:15 pm.

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Terri Trygg /City Clerk