

December 12, 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 December 12, 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, Mike Trygg, Shirley Weeding and Donna Scholl.

Others in attendance: Jay Delong, Wayne Tenneson, Danielle Harless, Kristi Melting, Lucas Spaeth, Utilities Superintendent, Terri Trygg, City Clerk; and HMU Office Coordinator/City Treasurer Alli Tice.

Additions to Agenda - No additions to the agenda. Motion to approve agenda by Brandon Mickelson, second by Shirley Weeding, unanimous vote, motion carried.

Approval of November 7, 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-Mike Trygg was asked by a resident if the council could post unapproved minutes on the city web site, since currently the minutes are not posted until they have been approved at the next meeting. He was also asked if the city council would consider recording and posting the meetings, or making them all available over Zoom. The council agreed that the clerk could post the unapproved minutes when they are ready, and they will look into the recording and posting of meetings when the new council meets in January.

Consent Agenda

Donna Scholl moved to approve the consent agenda, Brandon Mickelson seconded, unanimous vote, motion carried. The following items were on the consent agenda:

- A. Monthly claims for November 2022
- B. General checking bank reconciliation for November 2022
- C. Valley United C-Store Cigarette License for 2023
- D. Temporary Liquor License for February 25, 2023 Mixed Stag

Utilities Report-Superintendent sent full notes to council members. One Wimmer Home is being remodeled, another one will be this winter. There is one opening at the Sunrise Apartments, with an application pending. An updated lease agreement for Sunrise and Wimmer Homes was reviewed and discussed. Currently a refrigerator is not provided in the Wimmer Homes, but we will begin to provide them in the future as available. Lucas would like to offer storage units or sheds in the future, and he will work on getting some bids for these. A general Utilities and City maintenance update was provided including the Georgetown sampling contract.

Clerk Report- Valley United Purchase of Parcel, the attorney for Valley United is writing up the legal description and handling the purchase agreement. A number of grant applications have been submitted including a FEMA Hazard Mitigation Grant for a Tornado Shelter at Landmark, a Senior Center Grant through Dancing Sky Area Agency, and a Noxious Weed Grant from SWCD. KRJB radio needs some new ad copy and would like volunteers to record the advertising.

Since a new customer support employee has not been hired for Halstad Municipal Utilities yet, Terri Trygg agreed to continue as the City Clerk until an employee can be hired and trained in, to allow Alli Tice time needed for clerk duties. Vitalant has asked us to schedule a blood drive on 1/18/23. Alli and Terri can work on getting people signed up, but we will ask the Lions Club to help the day of the blood drive to check in donors.

Unfinished Business:

Weltikol Land Purchase-The purchase agreement and quit claim deed were prepared by the city attorney for the purchase of two lots next to his property that are currently in city owned Parcel No. 28-3440000. Shirley Weeding moved to approve Resolution 2022-12-12A Resolution Approving A Sale of Property. Donna Scholl seconded motion, unanimous vote, motion carried.

Lease Reviews- Mike Trygg and Terri Trygg created a master lease document that can be used for both Sunrise and Wimmer Home properties, and the council approved the leases as presented.

Trailer Court Property- The HMU Commission would be willing to partner with the city on the purchase of the property. Lucas Spaeth or Darin Johnson, and Donna Scholl will contact Mr. Smith regarding negotiating a sale price. They will need to find out what his timeline is, and discuss the need for the property to be clean and green, and the costs of cleanup.

Landmark-(Halstad School and Property) - The Landmark Committee has been meeting regularly to plan for activities, repairs, and fundraising.

Request for Proposal for Development/Redevelopment-The committee has decided to post the RFP again with a 5/31/23 deadline. Advertisements will be published in the Forum and Grand Forks Herald.

For the initial deadline, one proposal was submitted for the council to review. The committee met over Zoom with Jon Hanson regarding the proposal he submitted. During that meeting, Hanson indicated that he would like to change his proposal and initially he would like to only lease the northeast classroom, which was formerly the science room. There is currently no heat or water on that end of the building, and the building would need to be heated to keep the pipes from freezing. Hanson would be responsible for paying for any construction costs and plumbing and heating that he would need. It was suggested that he partner with other interested parties, and that he work with the Small Business Development office in Crookston to develop a formal plan. The SBDC would also have suggestions for resources for funding, licensing, etc. Terri will send him the contact information for the SBDC.

New Business:

Resolution 2022-12-12C-Decertification of TIF District 2- Jason Murray, David Drown Associates, Inc. has prepared all of the documents to decertify TIF District 2. The council reviewed the resolution and discussed whether the TIF should be decertified or not. Darin Johnson moved to approve and pass Resolution 2022-12-12C-Decertification of TIF District 2, Mike Trygg seconded the motion, unanimous vote, motion carried.

At 6:04 pm motion by Mike Trygg, second by Brandon Mickelson to adjourn the regular session and open the Truth in Taxation Hearing. Unanimous vote, motion carried.

Truth in Taxation Hearing - At 6:04 pm Mayor Johnson opened the Truth in Taxation Hearing for public comment. There were some questions from residents during the hearing regarding property values.

2023 Budget- The final budget for 2023 was reviewed by the council. Mike Trygg moved to accept the budget as presented, including the Levy amount for 2023 of \$241,455.00. Shirley Weeding seconded the motion, unanimous vote, motion carried. Mike Trygg moved to adjourn the Truth in Taxation Hearing at 6:24 pm, Brandon Mickelson seconded the motion, unanimous vote, motion carried.

Public Hearing-Adoption of Comprehensive Plan – Mayor Johnson called the Public Hearing to order at 6:24 pm. Mike Trygg informed the council that the Planning Commission had met and moved to approve the Comprehensive Plan as presented. A few minor clerical errors can be made once the plan is adopted and becomes the responsibility of the City. Mike Trygg moved to adopt the Comprehensive Plan as presented, Donna Scholl seconded the motion, unanimous vote, motion carried. Brandon Mickelson moved to close the Public Hearing, Shirley Weeding seconded, unanimous vote, motion carried, Public Hearing was closed at 6:30 pm.

Mayor Johnson called the regular meeting back to order at 6:30 pm.

Liquor License Renewal- Terri Trygg reported to the council that a full and complete liquor license application had been submitted by The Zone on 75. All required documents have been provided. Brandon Mickelson moved to approve The Zone on 75 Liquor Renewal License for 2023. Mike Trygg seconded motion, unanimous vote, motion carried.

Zoning Permits – Jim Smith submitted two building permits to place storage buildings on his properties. The council reviewed the permits and Mike Trygg moved to approve both permits, Donna Scholl seconded the motion, unanimous vote, motion carried.

Election Results-Gaylord Christianson and Peter Jacobson were elected to the two open seats on the city council, and their terms will begin in January 2023.

Other- Council reviewed upcoming events.

Shirley Weeding moved and second by Mike Trygg to adjourn the meeting at 6:59 pm, vote unanimous, motion carried.

The next regular meeting of the City Council will be on Monday, January 9, 2023 at 5:15 pm.

Terri Trygg /City Clerk