

January 9, 2023
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 January 9, 2023 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 and Peter Jacobson. Council member absent were Gaylord Christianson and Donna Scholl.

Others in attendance: Todd Westcott, Fire Chief, Lucas Spaeth, Utilities Superintendent, Terri Trygg, City Clerk; and HMU Office Coordinator/City Treasurer Alli Tice.

Additions to Agenda – Mayor Johnson brought up the suggestion from the last meeting regarding recording the council meetings. Research will be done on how long these recordings have to be archived. Motion to record meetings and approve agenda by Brandon Mickelson, second by Peter Jacobson, unanimous vote, motion carried.

Approval of December 12, 2022 Regular Meeting Minutes- Motion to approve minutes as presented by Peter Jacobson, seconded by Brandon Mickelson, unanimous vote, motion carried.

Public Forum and Correspondence-No comments or correspondence.

Consent Agenda

Peter Jacobson 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 December 2022
- B. General checking bank reconciliation for December 2022
- C. Temporary Liquor License for February 18, 2023 Fund Raising Event

Utilities Report-The boiler leaked in the Sunrise Apartments, which caused some water damage. The heat got turned off in the laundry in the Wimmer Homes, which caused frozen pipes. Wimmer Home 4 and d8 are being remodeled, and there are renters ready to move in, which will fill all units. There is one opening at the Sunrise Apartments, with an application pending. Lucas will get bids for storage units or sheds in the future. The office remodel is moving along nicely, and the customer service position will be posted. A general Utilities and City maintenance update was provided. A MISO NextGen Alert was received on 12/23/22. Due to the extreme cold, Tony Wolff declined turning on the generators due to the risk of the fuel gelling up, and causing damage to the filters and generator. Lucas and Darin are looking into ways to heat the generator, or to heat the fuel for the generator.

Fire Chief Report-Todd Westcott, Halstad Fire Department Chief gave the annual update. There are 22 members on the Halstad Fire Department currently. In 2022, there were 22 runs, 10 of them were mutual aid calls, and 3 calls were cancelled in route. 7 calls were for accidents, 4 medicals (lift assist), 1 combine fire, and 2 calls were non-functioning fire alarms. Monthly trainings have been good, they will work on improving attendance. During the December Fire Department meeting, the following officers were voted in: Chief-Todd Westcott, Assistant Chief-John Hinkley and Tony Wolff.

The fire department would like to sell the KME truck. Todd will check with Gregg Holte about putting it on auction through Steffes Auctions. The fire department will have trucks in the processional for Sheriff Jeremy Thornton's funeral on January 11th. In February, there will be a countywide fire training exercise.

Clerk Report- Valley United Purchase of Parcel, we are still waiting for the attorney for Valley United to write the legal description and handle the purchase agreement. A number of grant applications are in progress and we just

found out we received a Senior Center Grant through Dancing Sky Area Agency. Flowers will be sent to the Sheriff's funeral on behalf of the City of Halstad.

Unfinished Business:

Trailer Court Property-Lucas Spaeth or Darin Johnson, and Donna Scholl will contact Mr. Smith regarding negotiating a sale price for the property. 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 RFP was published in the Fargo Forum and Grand Forks Herald, with a 5/31/23 deadline. We have not hear anything else from Jon Hanson since the last council meeting.

There has been a roof leak in the gymnasium, and the floor finish is bubbling. Lucas will get someone to look at the roof, and will check on what needs to be done for the hump in the floor. WiFi units are going to be scattered around the building, and Darin is looking into getting a paid YouTube account on the TV's in the fitness room. There are mice in the building and Midwest Pest will be working on this issue. Danny Rude has indicated that he would like to sell the vending machine he has placed at the Landmark. He is looking at selling it for \$2,700.00. No decision was made as more information is needed.

New Business:

Brandon Mickelson made a motion to approve the following General Appointments for calendar year 2023. Peter Jacobson seconded the motion, unanimous vote, motion carried.

- Vice-Mayor: Brandon Mickelson
- Clerk: Terri Trygg
- Treasurer: Allison Tice
- Street Commissioner: Darin Johnson
- Park Commissioner: Donna Scholl
- Attorney: Stephen D. Larson, Harbott, Knutson, Larson & Holten, P.L.L.P.
- Criminal Attorney: Norman County Attorney's Office
- Newspaper: Norman County Index
- Bank: Red River State Bank
- Safe-keeping Agent for Pledged Collateral: United Bankers Bank
- Fire Chief: Todd Westcott
- Rescue President: Amy Fagerstrom
- Weed Inspector: Mayor (by default)
- Board of Adjustment for Floodplain Ordinance: City Council

Peter Jacobson moved to approve the following committee and other appointments for 2022. Darin Johnson seconded the motion, Unanimous vote, motion carried.

- Utilities commission: President - Tom Maroney (3 more years of 3 year term)
Secretary - Ron Gotteborg (1 more years of 3 year term)
Member - Darin Johnson (2 more years of 3 year term)
- Planning Commission: Peter Jacobson
- Other current members are: Chair-Danielle Harless, Erica Garcia, Mike Trygg, Jackie Arneson and Sabrina Anderson
- Halstad EDA: Donna Scholl and Brandon Mickelson
- Norman County EDA Representative: Terri Trygg
- Fire Relief Association Directors: Donna Scholl and Brandon Mickelson
- Other:**
Northern Municipal Power Agency (NMPA): Lucas Spaeth, City Director
Darin Johnson as Alternate Advisor
- Local Levee Partnership Team - Darin Johnson, Tom Maroney, and Lucas Spaeth

Northwest Regional Development-Darin Johnson, Nominee for Municipal Member for Norman County

Peter Jacobson moved to approve the following authorized check signers/use of debit card/initiators of electronic or wire transfers for 2022. Brandon Mickelson seconded the motion, unanimous vote, motion carried.

Mayor, Vice-Mayor, and Treasurer on Red River State Bank accounts:

70105	General Checking
70105-50	General Savings
5338	Street Construction
6613	Rescue Squad Equipment
6605	Street Equipment
5418	Fire Department Equipment
1412761	TIF No. 2-3 Checking
1412212	Debt Service

Authorized check signers/initiators of electronic or wire transfers for Sunrise and Wimmer Homes:

Mayor Darin Johnson and Utilities Superintendent Lucas Spaeth

Authorize use of Mayor's signature stamp: Clerk Terri Trygg - for General Government

Allison Tice - for General Government, Sunrise and Wimmer Homes

Brandon Mickelson moved and second by Peter Jacobson to record council meetings for 2023. Vote unanimous, motion carried.

Brandon Mickelson moved and second by Peter Jacobson to adjourn the meeting at 6:25 pm, vote unanimous, motion carried. The next Regular meeting of the City Council will be on Monday, February 13, 2023 at 5:15 pm.

Terri Trygg /City Clerk