

April 10, 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 April 10, 2023 at 5:15 p.m.

Mayor Darin Johnson called the regular meeting to order at 5:20 p.m.

The following council members were present: Mayor Darin Johnson, Brandon Mickelson and Peter Jacobson and Gaylord Christianson. Council member absent was Donna Scholl.

Others in attendance: Jay Delong, Wayne Tenneson, County Commissioner Jesse Lee, County Attorney Liz Brainard, Fire Chief Todd Westcott, HMU Office Coordinator/City Treasurer Alli Tice, and Terri Trygg, City Clerk.

Additions to Agenda – Wayne Tenneson asked to speak during the public forum. Todd Westcott will address the council during department reports. Motion to approve agenda by Brandon Mickelson, second by Peter Jacobson, unanimous vote, motion carried.

Approval of February 13 Regular Meeting Minutes and March 6 Special Meeting Minutes- Motion to approve minutes as presented by Gaylord Christianson, seconded by Peter Jacobson, unanimous vote, motion carried.

Public Forum and Correspondence-Wayne Tenneson informed the council that he would like to purchase the 3 lots the city owns south of his home. The Council has not been interested in selling because one of the lots is a commercial lot, and the city would like to see it developed commercially. Tenneson was asked to submit an offer letter for the council to consider at the next regular meeting.

Consent Agenda

Gaylord Christianson 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 February and March 2023
- B. General checking bank reconciliation for February and March 2023
- C. Temporary Liquor License for July 15, 2023 at the LRC

Utilities Report-Lucas Spaeth was absent, but he provided notes for the council to review. Wimmer Homes will need another transformer, but they are on back order, about 60 months out, so we don't want to use our current inventory. Lucas received bids for a mower tractor, cab and mower deck. The current mower deck keeps burning up belts and needs to be replaced.

Utilities-Water inventory for Lead and Copper Rule is going to begin soon. A notification will go out in the bills. Since we are getting snow and slow thawing conditions, Alli is checking with Fuchs to see if we can change the date of cleanup from April 18th to a date in May.

The customer service position was posted and interviews should be the first week in May.

Fire Department Report-Todd Westcott would like to get all of the city's fire hydrants painted this summer. There are 43 of them, and Todd will check into getting a Shock and Awe grant, or some other grants to help pay for this project.

Westcott also discussed with the council some damage that was done to the fire hall after a fire call to Borup on Sunday, April 9th. As the crew was trying to get the truck backed in, the bumper caught and pulled the floor plate away. There have been issues this winter with snow and other vehicles blocking the crews and equipment.

The agenda was modified to allow County Attorney Liz Brainard to speak to the council after department reports. Brainard indicated that there are currently 8 Halstad cases open, 2 are new since she started. Brainard proposed a new 3 year contract, with a 4% increase for the remainder of 2023, and increases of 3.5% the following two years. County Attorney Brainard said going forward she will be keeping better statistics to share with the city, and

she will also be working with Sheriff Ben Fall to try to get grants to pay to get street cameras installed in towns in Norman County. There was also discussion about recovery of court fees to the City of Halstad, but Brainard indicated that the nature of the cases make it difficult to recover any fees from the charged individuals. The council agreed to the terms of the contract, and Brainard will send the contract as well as invoices.

Unfinished Business:

Valley United Property-Although Valley United’s attorney has completed a purchase agreement, the transaction can’t be completed until a survey is done. The council discussed options, and they would like Lucas Spaeth to check with Moore Engineering and Houston Engineering to see if they have information that could be used for the legal description. They also would be interested in sharing the cost of the survey, such as mileage with Fire Frost ATV Club who will be having a survey done. Brandon Mickelson moved to have a survey done for this property, Peter Jacobson seconded the motion. The council then discussed setting a rental rate to recoup the City’s investment in this property, and to also pay for snow removal costs. Clerk Trygg will do some research to check with other cities to see what they charge for this type of thing. In a unanimous vote, motion carried.

Trailer Court Property-Clerk Trygg sent a letter to James Smith to inform him of the City’s interest in purchasing the property. Lucas Spaeth, Darin Johnson, and Donna Scholl have been designated by the council to act in negotiations with James Smith.

Landmark-(Halstad School and Property) –

Snow was removed from the roof on the south side. There has been roof leaks and some water damage. Lucas will have Steamatic come in to check on mold and water levels.

A Spring Fling/Prom is scheduled for April 15th. There will also be a kids movie night at Halstad Lutheran Church that evening, with the Marsh River 4-H Club providing entertainment and activities. No other Landmark RFP’s have been submitted as of the meeting date.

New Business:

Resolution 2023-04-10A Appointing NMPA Board Members was reviewed by the council. Motion to approve this resolution was made by Gaylord Christianson, Peter Jacobson seconded, unanimous vote, motion carried.

WAPA REC Program Option Form Review and Approval-Darin Johnson explained the program and option, and Gaylord Christianson moved to approve the program and form, Peter Jacobson seconded, unanimous vote, motion carried.

LMCIT Liability Insurance Waiver Approval-Each year the council must approve the waiver. Brandon Mickelson moved, Gaylord Christianson seconded, unanimous vote, motion carried.

DOT Work Order Approval-The City of Halstad does street sweeping on Highways 75 and 200 for the DOT. The work order under a Master Partnership Contract was completed for the next 5 years. Brandon Mickelson moved to approve the contract, Peter Jacobson seconded motion, unanimous vote, motion carried.

Wild Turkey Discussion-The clerk is working on a Wild Turkey Management Plan and an update to the animal ordinance on the advice of the DNR and the County Attorney. A draft plan and ordinance will be reviewed at the May meeting.

Flood Outlook and Planning-A flood committee has been formed and will begin meeting. Norman County has supplied 3 loads of sand for the city to use to make sand bags. Due to the amount of snow received and predicted flooding, the council reviewed Resolution 2023-04-10B -Resolution Declaring a Flood Emergency effective April 10, 2023. Gaylord Christianson moved to approve the resolution, Peter Jacobson seconded the motion, unanimous vote, motion carried.

Brandon Mickelson moved and second by Peter Jacobson to adjourn the meeting at 6:28 pm, vote unanimous, motion carried.

The next Regular meeting of the City Council will be on Monday, May 8th, 2023 at 5:15 pm.

Terri Trygg /City Clerk