

May 8, 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 May 8, 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, Donna Scholl, Peter Jacobson and Gaylord Christianson. Others in attendance: Jay Delong, Wayne Tenneson, Kimberly Pithey-Pede, Lucas Spaeth, HMU Utilities Superintendent, HMU Office Coordinator/City Treasurer Alli Tice, and Terri Trygg, City Clerk (Via Zoom). Jessica Spaeth representing Western Norman Community Fund, Stephen Slick from AE2S, and Neil Breidenbach from East Central Rural Water also joined the meeting after it was called to order.

Additions to Agenda –Clerk Trygg asked to add item C. Motion to End Flood Emergency under the Consent Agenda. In addition, Kimberly Pithey-Pede asked to address the council regarding moving a house to one of the free lots. Motion to approve agenda by Gaylord Christianson, second by Donna Scholl, unanimous vote, motion carried.

Approval of April 10, 2023 Regular Meeting Minutes - Motion to approve minutes as presented by Peter Jacobson, seconded by Gaylord Christianson, unanimous vote, motion carried.

Public Forum and Correspondence-Kimberly Pithey-Pede submitted an email to the council regarding the free lot program in Halstad. Ms. Pithey-Pede asked the council if they would approve her moving a house from Buxton, to 111 7th Ave East in the Sunrise addition. The house is quite old, but has a new roof and siding and appears in good structural condition. The house would be placed on a crawl space, and all of the wiring would need to be replaced. The council indicated that she would need to submit the Free Lot application and supporting documents. The clerk will check with our attorney and the free lot documents, and will let Pithey-Pede know how to proceed with the process.

Jessica Spaeth, representing the Western Norman Community Fund (WNCF), presented information about the fund, fund raising efforts, future grants, and the performance project where a bench and two apples trees will be placed in each of the WNCF towns of Halstad, Shelly, Hendrum, and Perley.

Consent Agenda

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

- A. Monthly claims for April 2023
- B. General checking bank reconciliation for April 2023
- C. End of Flood Emergency Declared on 4/10/2023.

Utilities Report-Lucas Spaeth reported that there was remodeling going on in unit 14, and there had been a break-in attempt in unit 13 at the Wimmer Homes. Rain gutters, siding and trim need to be repaired or replaced at the Sunrise apartments. Apartment 8 will need to be remodeled.

Street bids have been received and placed in Rackspace for the council to review. Lucas is working with Rich at RRV Co-op to determine cost share for the street repairs and paving needed. There will be some patches done as needed also. The council did not move to accept any of the bids. The decision was postponed until the June meeting so the cost share agreement can be worked out with RRV Co-op.

Trees were planted, Norman County will be planting trees west of the cemetery to help as a snow windbreak. Lucas is still waiting to hear back on the survey for the Valley United property.

The council discussed the bids that had been received for a new tractor and mower. The council decided to hold the decision, since the purchase would deplete much of the equipment savings. Lucas and Terri will continue to look for grant funds to assist with this purchase.

Clerk's Report – An ordinance violation letter was sent to James Smith, and letters were posted on the brown building along Highway 75. The letters are available for council members to review. Grant updates will be shared during the Landmark discussion.

Rural Water Update- The council agreed to move the rural water update before unfinished business. Stephen Slick and Neil Breidenbach gave a PowerPoint presentation to council about the status of the rural water project, congressional funding, and next steps. They also asked the council to appoint a member of the council to the steering committee. Lucas Spaeth was appointed, and if the city is able to have an additional member, they appointed Gaylord Christianson to represent the City of Halstad.

Unfinished Business:

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 June meeting.

Landmark-(Halstad School and Property) – Lucas, Alli and Terri gave a presentation to the Dekko Foundation on fundraising and programming efforts. We are very close to reaching the fund-raising goal of \$50,000.00.

Grants-Terri Trygg shared that a Age Friendly Minnesota DHS grant is pending, and although it was not fully funded, we are still looking at a \$41,000.00 grant to install handicap accessible doors at Landmark.

The **RFP** deadline is May 31st. We have received an RFP for a Vanilla Processing business, and we expect a proposal for a housing plan on the north end, as well as housing in the green space on the east side of the property.

Heating estimates and bids are being sought. A geothermal bid should be coming in before the next meeting. There are block grants available for energy efficiency which could be used for LED lighting, insulating, and plumbing updates.

Auction – An inventory has been done and there are quite a few items that will not be used and can be sold. The council was asked to review the items to determine if they can all be sold and to give their approval.

Programming-Summer youth recreation is being set up at Landmark. The Landmark Committee is working to hire a coordinator, set the schedule, and to get volunteers to assist with the program. A \$2,000.00 grant was awarded to Landmark for summer recreation from Shock and Awe, which is greatly appreciated. The council discussed that some of the ball fields could be abandoned, since it is hard to keep them all maintained.

New Business:

Wayne Tenneson- Wayne Tenneson submitted a letter to the council that he is interested in purchasing the 3 lots (4, 5 and 6) the city owns to the south of his property (Lots 1, 2 and 3). Council members discussed the need for parking for the apartments that are being refurbished across the street from the lots. Darin and Lucas will approach the owners about the parking ordinance and the need for them to have designated off-street parking for their apartments. Terri will send a letter as well. The council tabled a decision regarding the property at this time.

Resolution 2023-05-08 Accepting Donations- A resolution was presented to approve donations to Halstad Fire Relief, Halstad Rescue Squad, and Landmark. Brandon Mickelson moved to approve this resolution, Donna Scholl seconded, unanimous vote, motion carried.

Other-Pumpkins will be planted along the north end of Halstad between the county road, and the tree line. The ground will be worked and Gaylord Christianson moved to provide a community garden to Halstad residents. Donna Scholl seconded the motion, unanimous vote, motion carried.

Gaylord Christianson moved and second by Peter Jacobson to adjourn the meeting at 7:27 pm, vote unanimous, motion carried.

The next Regular meeting of the City Council will be on Monday, June 12, 2023 at 5:15 pm.

Terri Trygg /City Clerk