

**July 17, 2023**  
**Regular Meeting (Rescheduled)**

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 17, 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, and Gaylord Christianson. Absent: Peter Jacobson. Others in attendance: Wayne Tenneson and Adam Killian. Lucas Spaeth, HMU Utilities Superintendent, HMU Office Coordinator/City Treasurer Alli Tice, and Terri Trygg, City Clerk.

**Additions to Agenda** – Fence Zoning Permit for Landon & Jonna Ament. Motion to approve agenda by Gaylord Christianson, seconded by Donna Scholl, unanimous vote, motion carried.

**Approval of June 12, 2023 Regular Meeting Minutes** - Motion to approve minutes as presented by Donna Scholl, seconded by Gaylord Christianson, unanimous vote, motion carried.

**Public Forum and Correspondence-**

Adam Killian was present to discuss his property located on Highway 75 and 5<sup>th</sup> Street which has been deemed a blighted and dangerous property. Clerk Trygg explained the ordinance violations for the property and how the building creates dangerous conditions for people and animals as it is not secured. Killian provided the council with his ideas to repair the building and property so that it is compliant with the city's ordinances. Progress will be discussed at the next city council meeting on August 7<sup>th</sup>.

**Consent Agenda**

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

- A. Monthly claims for June 2023
- B. General checking bank reconciliation for June 2023

**Wimmer and Sunrise Report-** Lucas Spaeth reported that a realtor was contacted about putting the Sunrise Apartments on the market. An external emergency shutoff must be installed to shut off all the boilers at the Sunrise apartments. Work is still pending for the shutoff. The carbon monoxide detectors were installed by staff. The elevator is currently working again after Otis made repairs. Remodeling will begin on apartment #8 after the unit is cleaned out.

Spaeth reported that there was remodeling going on in Wimmer unit 14 and unit 1 repairs will start in August. Laundry room electrical upgrades will begin when the utilities receive the electric transformer.

**Utilities Report-** The maintenance and operations position will be filled beginning in August. This position will progress into a water operator in the future. The utilities hope to have at least 4 water operators for the rural water system. The water supply steering committee met June 26 and will meet again July 31. There have been questions about the rural water supply after a fire in Nielsville. The reservoir that supplies Climax was under maintenance during the fire so flows were down. There needs to be an understanding that the water supply rating will be dependent on the water meter size and tanker trucks can't be filled faster than the water is able to be supplied. A loop system will help increase flows. The water system will be built for peak demand. Spaeth applied for a grant with MDH for Lead and Copper Inventory. Johnson Jet-Line completed the annual maintenance of the sewer mains which included running a camera through the lines. The City of Perley requested assistance for running their water and wastewater systems. The utilities received a 3 year sewer compliance report with permit violations which included late reporting and missing a report. The batwing mower needed more repairs after another spindle broke off the deck. Lucas asked for a quote from John Deere. A quote was received for trading in the current bobcat for a new bobcat. Gaylord Christianson moved to approve the quote for the bobcat purchase with trade-in, Donna Scholl seconded, unanimous vote, motion carried.

**Unfinished Business:**

**Resolution 2023-07-10A** Land Purchase-NextUp PropCo LLC – The council approved the sale of Parcel 28-3386000 & 28-3387000 to NextUp PropCo LLC at the June meeting and the resolution and purchase agreement will be provided to the city attorney to complete the transfer. Donna Scholl moved to approve Resolution 2023-07-10A, Gaylord Christianson seconded, unanimous vote, motion carried.

**Resolution 2023-07-10B** Land Purchase-Wayne & Denise Tenneson – The council approved the sale of Parcel 28-3337000 to Wayne & Denise Tenneson at the June meeting and the resolution and purchase agreement will be provided to the city attorney to complete the transfer. Gaylord Christianson moved to approve Resolution 2023-07-10B, Brandon Mickelson seconded, unanimous vote, motion carried.

**Resolution 2023-07-10C** Accepting and Supporting a Northwest MN Arts Council Grant was reviewed by the council. Donna Scholl moved to approve Resolution 2023-07-10C, Brandon Mickelson seconded, unanimous vote, motion carried.

**Wild Turkey Management Plan and Amended Ordinance 91**-Clerk Trygg submitted a draft of Halstad's Wild Turkey Management Plan to the DNR for review, which could take up to 3 months. The DNR advised to proceed with the feeding ban in the amended ordinance. The council conducted a second reading of the amendments to Ordinance 91 Animals. There were no public comments after the publication of the amended ordinance. Ordinance 91 as amended is now in effect.

**Blighted and Dangerous Properties**- Adam Killian presented to the council during the public forum on his plans to get his property on Highway 75 and 5<sup>th</sup> Street in compliance with the ordinances. Clerk Trygg has sent a letter to Shirley Benson with ordinance violations for her at property at 114 4<sup>th</sup> Street West, Parcel 28-3382000.

**Landmark- (Halstad School and Property)** – The Landmark Committee continues to meet every other Friday.

**Grants** - The FEMA Grant for a storm shelter is now in the application stage for submitting proposals. Clerk Trygg has asked for the assistance of Artekta with this grant.

**Building** - Lucas met with Dalsin Roofing and Herzog for estimates on repairing/replacing sections of roofs at the Landmark. Both estimates rated the different sections based on their condition.

**Auction** - The council needs to review and approve the auction inventory before an auction is held.

**Summer Recreation**-The program started again today for 4 more weeks with August 10<sup>th</sup> as the final program date.

**New Business:**

**Brady Martz Audit Report** – Tracee Bruggeman joined the meeting via Zoom to present the 2022 audit of the City of Halstad financials. Bruggeman discussed the audit findings and reviewed the ending balances of each fund. Gaylord Christianson moved to approve the 2022 audited financials as prepared by Brady Martz, Brandon Mickelson seconded, unanimous vote, motion carried.

**Other:**

Complaints have been made about the “Children at Play” signs in the road by the Halstad Community Center. Speeding is a concern for the residents in the neighborhood. Darin Johnson moved to approve the purchase of portable speed bumps and speed bump warning signs, Gaylord Christianson seconded, unanimous vote, motion carried.

A property owner asked about using storage containers as a garage. The council would like more information about an ordinance for temporary storage containers. More information is needed from the property owner as well as a Zoning Permit.

140 yards of dirt was sold for \$1.25/yard. Wild Rice Watershed has a contractor that wants to buy black dirt from the Firefrost ATV club park. The contractor will help with installing drain tile to ensure proper drainage after the dirt is excavated.

Clerk Trygg proposed appointing Alli Tice as Deputy City Clerk to help with the transition to City Clerk. Darin Johnson moved to appoint Alli Tice as the Deputy City Clerk, Donna Scholl seconded, unanimous vote, motion carried.

Gaylord Christianson moved and second by Donna Scholl to adjourn the meeting at 6:58 pm, vote unanimous, motion carried.

The next Regular meeting of the City Council will be on Monday, August 7, 2023, at 5:15 pm.

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Alli Tice /Deputy City Clerk