

August 7, 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 August 7, 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 (via Zoom), and Peter Jacobson. Absent: Gaylord Christianson. Others in attendance: Jay DeLong, Ann Kruse and Ron Nelson. Lucas Spaeth, HMU Utilities Superintendent, HMU Office Coordinator/City Treasurer Alli Tice, and Terri Trygg, City Clerk.

Additions to Agenda – None. Motion to approve agenda by Brandon Mickelson, seconded by Peter Jacobson, unanimous vote, motion carried.

Approval of July 17, 2023 Regular Meeting Minutes - Motion to approve minutes as presented by Peter Jacobson, seconded by Brandon Mickelson, unanimous vote, motion carried.

Public Forum and Correspondence-

City of Perley Mayor, Ann Kruse, and Perley City Councilmember, Ron Nelson, were in attendance to share information about their need to contract with the Halstad Municipal Utilities to operate Perley's water and wastewater services. The Utilities will be reimbursed on an hourly rate and also for mileage as stated in the contract. There are two individuals interested in operating the water and wastewater, but they will need to acquire their licenses. The contract needs approval from the Halstad Municipal Utilities Commission. Jay DeLong was in attendance to inquire about an update on his concerns for the pavement on 2nd Street West. Mayor Johnson explained that the city received a second bid and assessed the condition of the road. The pavement condition is not as bad as reported by DeLong, nor is the street worse than it was before the 2019 street project. Mayor Johnson and Superintendent Lucas Spaeth will access this street again in 2024 along with the other streets throughout the city and streets in most need of repairs will take priority.

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 July 2023
- B. General checking bank reconciliation for July 2023
- C. Temporary Liquor Licenses for 11.17.2023 and 11.18.2023

Wimmer and Sunrise Report- Lucas Spaeth reported that Wimmer #14 & #1 are almost finished being remodeled.

Utilities Report- The phosphorus management plan was submitted to the MPCA. The Inflow & Infiltration plan for the wastewater treatment plan is still being worked on. The contractors are scheduled for the I & I work in the manhole behind 29 & 105 4th Street East. The Army Corps of Engineers has allowed for the submittal of damages from the 2023 flooding if the value has exceeded \$15,000. The LRC floor scrubber needs new batteries. The utilities office is being remodeled from the ice damage in the spring. Amanda Nelson started at the utilities office today in the maintenance/operator position. She will work to obtain her water and wastewater licenses. Wastewater permit is due by the end of the year. Minnesota Rural Water Association will conduct a water and wastewater energy audit on Thursday. The report will be used to address energy efficiencies for running the treatment plants. Flows have been good at the wastewater plant. A muniball plug has been installed by the sewer plant outlet. Staff are still spraying weeds this fall. The batwing mower has a broken spindle, which is the second one this summer. Spaeth received bids from True North Equipment and Titan Machinery. Titan's bid was \$23,964 and True North's bid was \$22,500. Motion was made by Peter Jacobson to purchase the John Deere finishing mower from True North Equipment, Brandon Mickelson seconded, unanimous vote, motion carried.

Unfinished Business:

Blighted and Dangerous Properties- A letter was sent to Adam Killian for ordinance violations on his property on Highway 75 and 5th Street. The council had given him 30 days to fix the ordinance violations, which gives him until August 17th. Shirley Benson was also sent a letter for her property at 114 4th Street West, Parcel 28-3382000.

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

FEMA EOC Land & Use Agreement – FEMA contacted the city about using space at the Landmark as an Emergency Operations Center. FEMA is looking at using the space for 120 days to assess damages from the 2023 flooding in our area. FEMA viewed the former band room as a possible space to use. They have asked to use the space free of charge. The Landmark committee discussed asking for a fee for the space but agreed that FEMA has been generous to the city during past flood events. FEMA would like to start using the space on August 15. A more permanent heating solution needs to be figured out for heating this space and the small office space needs to be painted. Motion was made by Darin Johnson to allow FEMA to use the Landmark space for it's EOC, Brandon Mickelson seconded, unanimous vote, motion carried.

Summer Recreation-The program ends on August 10th. There has been a lot of positive feedback on the program.

RFP for Redevelopment – The RFP deadline is August 31st. We will need to extend the deadline.

Building – Focus needs to be on figuring out a heating system. A new DVR for the camera system is needed. The roof in the gymnasium is leaking again in the same area as before. We will need to have Dalsin come repair this spot again. Artekta will help with the FEMA storm shelter grant. The auction inventory needs to be reviewed by the council so that a sale can be held before winter. We could ask the local auctioneers to see if they could help with an auction. The old gymnasium floor could be placed on MinnBid with a reserve minimum bid.

New Business:

Quote for John Deere Finishing Mower – The mower bid was approved in department reports.

Zoning Permit Application – Motion was made by Donna Scholl to approve the Zoning Permit application from Justin & Kim Pithey-Pede, seconded by Brandon Mickelson, unanimous vote, motion carried.

2024 Preliminary Budget Review – A 5% budget increase was introduced to the council to review for next month's meeting.

2024 City Clean-up Discussion – Discussion was had by the city council to try having only one city clean-up in 2024 as clean-up costs have greatly increased. Motion was made by Brandon Mickelson to hold one clean-up in late spring of 2024, Peter Jacobson seconded, unanimous vote, motion carried.

Resolution 2023-08-07 – Approving a purchase of property from Shirley Benson. The city has proposed to Shirley Benson that there is interest in purchasing her property at 114 4th Street West for \$500. Peter Jacobson moved to approve Resolution 2023-08-07, Brandon Mickelson seconded, unanimous vote, motion carried.

Northwest Senate Budget Tour – The NW Senate Budget tour will be stopping in Halstad for a presentation on the rural water project. East Central Rural Water has invited neighboring community officials to attend the tour presentation to show support for the rural water project.

Other:

Upcoming events – Make Halstad Home Plate 08.08.2023, Firefrost Fishing Tournament 08.12.2023, Blood Drive 08.28.2023, Sugarfest 09.23.2023, and Fall Clean-up 09.26.2023

Brandon Mickelson moved and second by Peter Jacobson to adjourn the meeting at 6:49 pm, vote unanimous, motion carried.

The next Regular meeting of the City Council will be on Monday, September 11, 2023, at 5:15 pm.