

## September 11, 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 September 11, 2023, at 5:15 p.m.

Mayor Darin Johnson called the regular meeting to order at 5:21 p.m.

The following council members were present: Mayor Darin Johnson, Brandon Mickelson, Donna Scholl, and Peter Jacobson. Absent: Gaylord Christianson. Others in attendance: Jay DeLong, 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 Donna Scholl, seconded by Peter Jacobson, unanimous vote, motion carried.

**Approval of August 7, 2023 Regular Meeting Minutes** - Motion to approve minutes as presented by Brandon Mickelson, seconded by Peter Jacobson, unanimous vote, motion carried.

**Public Forum and Correspondence**- No comments or correspondence.

#### Consent Agenda

Donna Scholl 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 August 2023
- B. General checking bank reconciliation for August 2023

**Wimmer and Sunrise Report**- Lucas Spaeth reported that Wimmer #14 repairs are complete. There are 3 individuals waiting to rent at the Wimmer Homes. Wimmer #1 repairs are almost complete. Wimmer #2 will be vacant at the end of September. Sunrise Apartments only has one vacancy. NW MN HRA completed an inspection for a Sunrise tenant and listed repairs that are needed at the apartment building. Emergency shut off still needs to be installed by Grove Mechanical.

**Utilities Report**-New electric service needs to be put in for new house being built in town. URGE test was completed on the generators. This test is required to be done annually in the summer months to be eligible for the MISO market. Utilities office and shop remodel is almost completed, still need to install gutters and downspouts, get a new sign and paint brick to match the new steel. The new finishing mower was delivered at the end of August, but not much mowing has been done with it as the conditions are dry. The City of Perley water/wastewater contract was approved. September is Emergency Preparedness month. Lucas, Alli and Terri participated in a tabletop discussion over Zoom on emergency preparedness for the city and residents. The MMUA safety coordinator is reviewing the city's emergency action plan. Staff has been busy with preparing for fall and winter and finishing up summer projects. Spaeth reported that he and Terri have been working on submitting a noxious weeds grant and storm water resiliency grant. Spaeth talked with Houston Engineering about a ring dike around the substation. There is a community resiliency grant that could provide funding for the dike along with funding from Minnkota Power. Sheet piling option would be a cheaper alternative as dirt is \$5000/foot.

#### Unfinished Business:

**Blighted and Dangerous Properties**- Shirley Benson property was purchased today and will be recorded with the county to complete the transaction. There has been no correspondence with Adam Killian for ordinance violations on his property on Highway 75 and 5<sup>th</sup> Street and no repairs have been made. The city can secure the building and assess the expenses on the property taxes, but Killian is not listed as the current property owner with the county.

Wally Jacobson was approached about purchasing paint for the remaining exterior of his building and volunteers would paint, but no action has taken place. The trailer court ordinance violations need to be addressed.

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

**RFP for Redevelopment** – The RFP deadline was extended.

**Building** – Security camera DVR was replaced, and more cameras can be added as the new DVR has 32 channels. The broken windows have been temporarily fixed and the panes are being repaired following the break in. Norman County Sheriff's office was called about the break in and a walk through was completed with Deputy Nikle to check for interior and exterior damages. There was a suspicious vehicle parked in the campground lot for a few days. The sheriff's office will handle any information regarding the break in going forward. Age Friendly grant work will begin with the door replacement. Doors on the west side will not be replaced, but the openers will be looked at. The south interior doors will be moved inward to allow for more room between the interior and exterior doors. Pricing for additional fob access will be looked into. Business sponsorship banners were ordered and will be hung in the gymnasium. Artekta Architects will be assisting with the FEMA storm shelter grant. The city council needs to review and approve auction items. The old gymnasium floor can be sold through MinnBid, but a reserve amount should be decided on. There was discussion on what flooring would be under the wood gymnasium floor. The risers in the band room are being removed by staff. A heat pump was ordered for heating the band room, but it has not been received.

**New Business:**

**2024 Preliminary Budget Review and Approval/Set Truth in Taxation Meeting** – LGA increased from 2023. A 5% budget increase was introduced for 2024. Motion was made by Donna Scholl to approve a 5% increase for 2024, Peter Jacobson seconded, unanimous vote, motion carried. The Truth in Taxation meeting was set for December 11, 2023 at 6:00 pm at the Halstad Telephone Company community room.

**MN Association of Small Cities** – Cap O'Rourke, executive director of MAOSC, was in Halstad for the senate budget tour. Terri discussed with O'Rourke the membership benefits for the City of Halstad. He does lobbying for additional funding for small cities and other beneficial items. The annual membership would be \$371.10 for the City of Halstad to be a part of the association. Donna Scholl made a motion to join the Minnesota Association of Small Cities, seconded by Peter Jacobson, unanimous vote, motion carried.

**Other:**

Upcoming events- Sugarfest 09.23.2023, Fall Clean-up 09.26.2023, Fire Department Open House 10.11.23, Halloween Party 10.28.23, Shop Small Saturday 11.25.23

City of Halstad mural dedication will be at 3:30 pm on September 23, during Sugarfest.

Brandon Mickelson moved and second by Peter Jacobson to adjourn the meeting at 6:16 pm, vote unanimous, motion carried.

The next Regular meeting of the City Council will be on Monday, October 9, 2023, at 5:15 pm.

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Alli Tice /Deputy City Clerk