

October 9, 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 October 9, 2023, at 5:15 p.m.

Mayor Darin Johnson called the regular meeting to order at 5:16 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, Lori DeLong, Del Ketterl, John Walsh, Shantel Niemand-Walsh, Mike Trygg, Wendy Bennefeld, Abbie Bennefeld, Lucas Spaeth, HMU Utilities Superintendent, City Clerk/Treasurer Alli Tice, and Terri Trygg, Deputy City Clerk.

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

Approval of September 11, 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- Wendy Bennefeld and Abbie Bennefeld with Gary Cares were in attendance to present to the council the Dolly Parton Imagination Library program. Kids ages birth to 5 can enroll in the program and receive one age-appropriate book per month by mail. The books are provided free of charge by Dolly Parton and local community partners like Gary Cares. When the program started in Norman County, enrollment was estimated to figure out the program cost. A grant was received to cover the costs of the program for 5 years. The enrollment numbers have exceeded the estimated numbers and Gary Cares has been subsidizing the program costs when the grant monies were depleted. Gary Cares is asking for a donation by the city to help cover costs of the program. A \$1,000 one-time donation or a five-year commitment of \$500 per year is requested. This will be added to the agenda for the November 13 meeting.

Lori DeLong approached the council in regard to the August 7 city council minutes. DeLong was upset about the statement written about the street condition at 2nd street west. DeLong also wanted to share her concerns with the council about the dumping of rotten potatoes by Bjorn Solberg. DeLong stated that rotten potatoes are bad for the environment, can cause disease in potatoes and also create an odor. Del Ketterl also shared his concerns with the council about the dumping of potatoes. Letters were sent last year about the dumping of the rotten potatoes being a public nuisance and a letter will be sent again.

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 September 2023
- B. General checking bank reconciliation for September 2023

Wimmer and Sunrise Report- Lucas Spaeth reported that Grove Mechanical installed the emergency shut off for the boiler at the Sunrise Apartments. The Sunrise has no vacancies and the Wimmer Homes has one unit that is being cleaned after being vacated. Spaeth submitted a CERTs grant for the Wimmer laundry room to upgrade the electric and HVAC.

Utilities Report-Year end mowing and clean-up is being completed by staff. The snowplow and other snow equipment is getting prepped for winter. There are 3 approved and 4 pending Inflow and Infiltration Loan applications for sewer repairs. The I & I loans are contingent on funding availability. Smoke testing of sewers will take place with MN Rural Water Association in November. The regional water steering committee meets monthly to work on forming a joint powers entity for the rural water. The utilities approved a Preliminary Engineering Report to be completed for water and wastewater. This could be funded by a Small Cities Development Grant or loan. Spaeth and Terri Trygg applied for a noxious weed grant to help with the cost of weed spraying. Spaeth and Trygg also applied for a storm water resiliency grant. The Army Corp of Engineers was in town to complete the annual levy inspections. No major deficiencies were found.

Unfinished Business:

Blighted and Dangerous Properties- There has been no correspondence with Adam Killian for ordinance violations on his property on Highway 75 and 5th Street and no repairs have been made. The Shirley Benson property purchase is complete.

John and Shantel Niemand-Walsh approached the council about their interest in purchasing the Shirley Benson property which is adjacent to their property. The council informed them that they can submit an offer for the property which can be discussed at next month's meeting.

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

Trygg is still working on the FEMA storm shelter grant. The doors have been ordered for the Age-Friendly grant modifications. A committee was formed by members of the public to help organize programming once per month for age friendly activities and a lunch which will be funded by a grant awarded by Dancing Sky Area Agency on Aging. The campground was used a lot this summer and fall. The bus garage has been opened for winter storage and has limited space left. The Landmark committee was approached about getting an AED for the building. The Halstad Fire Department was asked to help with the cost of purchasing an AED for the Landmark. The committee will look into the cost. The Halloween Party is on October 28th and Shop Small Vendor Fair and Santa Day is on November 25th.

RFP for Redevelopment – The RFP deadline was extended to 12/31/2023. A one-page document was created as a pre-proposal for the RFP that interested parties can complete.

Building – The windows have been repaired after the break in. The HVAC unit was received and needs to be installed in the former band room. The committee talked about having a community meeting to inform the public about the project and work list and to ask for volunteers to help with these projects.

New Business:

KRJB Contract – The city received the annual advertising contract with KRJB. The contract price is \$1,904.32. New advertisements need to be recorded with local voices. Donna Scholl made a motion to approve the advertising contract as presented, Peter Jacobson seconded, unanimous vote, motion carried.

LMCIT Liability Coverage Waiver form – Discussion was held by the council about the annual waiver form for liability coverage. The council would like more information. No action was taken.

Resolution 2023-10-09A – Accepting Resignation, Declaring a Vacancy & Appointing Deputy Clerk – City Clerk Terri Trygg turned in her resignation to the council. Trygg informed the council that she would like to continue to assist with grant reporting and future grants. Brandon Mickelson made a motion to accept Clerk Trygg's resignation, declare a vacancy for the clerk position and appoint Terri Trygg as Deputy Clerk, seconded by Donna Scholl, unanimous vote, motion carried.

Resolution 2023-10-09B – Appointing City Clerk – Donna Scholl made a motion to appoint Allison Tice as City Clerk, Peter Jacobson seconded, unanimous vote, motion carried.

Resolution 2023-10-09C – Accepting Donations – A resolution was presented to approve donations to the City of Halstad. Darin Johnson moved to approve the resolution, seconded by Brandon Mickelson, unanimous vote, motion carried.

Sale of parcel #28-3382000 – No offers were formally submitted. No action was taken.

Highway 75 Landscaping – The council discussed the landscaping along Highway 75 at the corner of Highway 200 and the corner of 5th Street. Trucks have been driving over the landscaping on Highway 200 & 75 and the appearance of the corner is undesirable. A concrete contractor can be contacted to see about filling in the two landscape corners with concrete. Utility staff can prep the corners for concrete. Motion was made by Brandon Mickelson to concrete the two landscape beds on Highway 75 and 200, seconded by Peter Jacobson, unanimous vote, motion carried.

Other:

Upcoming events- Fire Department Open House 10.11.23, Halloween Party 10.28.23, Shop Small Saturday 11.25.23, Truth in Taxation 12.11.23.

Donna Scholl moved and second by Peter Jacobson to adjourn the meeting at 6:27 pm, vote unanimous, motion carried.

The next Regular meeting of the City Council will be on Monday, November 13, 2023, at 5:15 pm.

Alli Tice / City Clerk-Treasurer