

January 8, 2024
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 January 8, 2024, at 5:15 p.m.

Vice Mayor Brandon Mickelson called the regular meeting to order at 5:20 p.m.

The following council members were present: Mayor Darin Johnson (via Zoom), Brandon Mickelson, and Donna Scholl. Absent: Gaylord Christianson and Peter Jacobson. Others in attendance: Todd Westcott, Fire Chief, Lucas Spaeth, Utilities Superintendent, and City Clerk/Treasurer Alli Tice.

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

Approval of December 11, 2023 Regular Meeting Minutes and December 18, 2023 Special Meeting Minutes - Motion to approve minutes as presented by Darin Johnson, seconded by Donna Scholl, unanimous vote, motion carried.

Public Forum and Correspondence- No comments or correspondence.

Consent Agenda

Donna Scholl moved to approve the consent agenda, Darin Johnson seconded, unanimous vote, motion carried. The following items were on the consent agenda:

- A. Monthly claims for December 2023
- B. General checking bank reconciliation for December 2023
- C. Temporary Liquor Permit for 02/10/2024 – LRC

Wimmer and Sunrise Report-Sunrise #16/17 is being remodeled. Wimmer has two empty units, with 1 being ready to rent and 1 needing to be remodeled.

Utilities Report – The City of Georgetown will be ending the contract with the utilities at the end of December for water/wastewater services. The Preliminary Engineering Report is being worked on. We just were notified that we can advance to the next level of the SCDP grant for water. The single axle plow truck transmission went out. We received an estimate of \$10,000 for a new transmission. We will look into getting a second estimate. Halstad had no major damage from the ice storms.

Fire Report-Todd Westcott gave the annual fire department report for 2023. There were 35 calls. The majority of the calls were for medical assistance for the rescue squad or false alarms/cancelled calls. The fire department would like to sell the bobcat and the Chevrolet blazer at the fire department. The fire department can sell the bobcat, but the blazer will have to be returned to the MN DNR. Motion was made by Darin Johnson to sell the bobcat and the blazer from the fire department, seconded by Donna Scholl, unanimous vote, motion carried. All the equipment has been running well. The monthly training locations are being rotated between Halstad, Hendrum and Shelly. Todd was elected chief and John Hinkley and Tony Wolff were elected assistant chiefs.

Unfinished Business:

Blighted and Dangerous Properties- There is no new information to report. Emails have not been returned from BNSF/JLL.

Landmark- (Halstad School and Property) – The new south exterior entry doors were installed and the interior entry doors were renovated as part of the Age Friendly grant. An electrician will need to wire outlets for the door openers. We are working on getting an estimate for upgrading and adding doors to the existing fob system. Terri Trygg submitted the Halstad Saferoom grant to FEMA. There have been charges filed against a few juveniles for the break in from the fall of 2023. The juveniles will be required to serve community service hours as their sentence. We will be working with them to complete their community service hours with various jobs at Landmark.

RFP for Redevelopment – No information to report.

Building – Dalsin Roofing patched holes on the roof in the community room and the shop. We have two roofing estimates for different sections of the building. A more permanent fix needs to be looked at for the community room roof.

Sale of parcel #28-3382000 –The buyers are reviewing the agreement.

Valley United-Sale of Property – No update to report.

New Business:

Donna Scholl made a motion to approve the following General Appointments for calendar year 2024. Darin Johnson seconded the motion, unanimous vote, motion carried.

Vice-Mayor: Brandon Mickelson
Clerk: Allison Tice
Treasurer: Allison Tice
Street Commissioner: Darin Johnson
Park Commissioner: Donna Scholl
Attorney: Stephen D. Larson, Harbott, Knutson, Larson & Holten, P.L.L.P.
Criminal Attorney: Norman County Attorney's Office
Newspaper: Norman County Index
Bank: Red River State Bank
Safe-keeping Agent
for Pledged Collateral: United Bankers Bank
Fire Chief: Todd Westcott
Rescue President: Rachel Arneson
Weed Inspector: Mayor (by default)
Board of Adjustment
for Floodplain Ordinance: City Council

Donna Scholl moved to approve the following committee and other appointments for 2024. Darin Johnson seconded the motion, unanimous vote, motion carried.

Utilities Commission: President – Tom Maroney (2 more years of 3 year term)
Secretary – Ron Gotteberg (3 more years of 3 year term)
Member – Darin Johnson (1 more years of 3 year term)

Planning Commission: Peter Jacobson
Other current members are: Chair-Danielle Harless, Erica Garcia, Mike Trygg, Jackie Arneson and Sabrina Anderson

Halstad EDA: Donna Scholl and Brandon Mickelson
Norman County EDA
Representative: Terri Trygg
Fire Relief Association
Directors: Donna Scholl and Brandon Mickelson
Other:
Northern Municipal Power Agency
(NMPA): Lucas Spaeth, City Director
Darin Johnson as Alternate Advisor
Local Levee Partnership Team – Darin Johnson, Tom Maroney, and Lucas Spaeth

Darin Johnson moved to approve the following authorized check signers/use of debit card/initiators of electronic or wire transfers/use of Mayor's signature stamp for 2024. Donna Scholl seconded the motion, unanimous vote, motion carried.

Mayor, Vice-Mayor, and Treasurer on Red River State Bank accounts:

70105	General Checking
70105-50	General Savings
5338	Street Construction
6613	Rescue Squad Equipment
6605	Street Equipment

5418	Fire Department Equipment
1412761	TIF No. 2-3 Checking
1412212	Debt Service

Authorized check signers/initiators of electronic or wire transfers for Sunrise and Wimmer Homes:
Mayor Darin Johnson and Utilities Superintendent Lucas Spaeth

Authorize use of Mayor's signature stamp:
Allison Tice – for General Government, Sunrise and Wimmer Homes

Public Safety Aid-The City of Halstad received \$24,418 for Public Safety Aid. The aid must be used to provide public safety.

Ford Plow Truck-The transmission went out on the Ford plow truck. We received an estimate of \$10,000 for a new transmission. Lucas will get a 2nd estimate for repairs.

Other:

Our Quickbooks software needs to be upgraded. The cost will be split between the city and the utilities. The new ESST policy is now in effect.

Upcoming events- Fire Department Mixed Stag – 02.24.2024

Donna Scholl moved and second by Darin Johnson to adjourn the meeting at 6:07 pm, vote unanimous, motion carried.

The next Regular meeting of the City Council will be on Monday, February 12, 2024, at 5:15 pm.

Alli Tice / City Clerk-Treasurer