

January 13, 2025

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 13, 2025, at 5:15 p.m.

Mayor Darin Johnson called the regular meeting to order at 5:17 p.m.

The following council members were present: Mayor Darin Johnson, Brandon Mickelson, and Peter Jacobson. Absent: Gaylord Christianson and Donna Scholl. Others in attendance: Mark Klevgaard, Wayne Tenneson, Todd Westcott, and City Clerk/Treasurer Alli Tice.

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

Approval of December 9, 2024 Regular Meeting Minutes - Motion to approve minutes as presented by Peter Jacobson, seconded by Brandon Mickelson, unanimous vote, motion carried.

Public Forum and Correspondence- No comments or correspondence.

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 December 2024
- B. General checking bank reconciliation for December 2024

Wimmer and Sunrise Report- The Wimmer #9 remodeling is complete, and the unit is rented out. The Sunrise Apartments had a profitable year with a net income of \$11,437.10. The Wimmer Homes could receive additional funds from the NW CERTs grant. \$8,000 was requested in the grant application and we received \$5,000. Other NW CERTs grants weren't completed so they have additional funds. We could receive the other \$3,000 as requested in the grant application

Utilities Report – There is a used three-point snowblower for sale. Motion was made by Darin Johnson to spend up to \$3,000 to purchase the used three-point snowblower, seconded by Brandon Mickelson, unanimous vote, motion carried. The utilities entered into a contract with Red River Valley Co-op Power (RRVCP) to receive 240 hours annually of electrical line work from RRVCP.

Fire Report – Todd Westcott gave the annual fire department report for 2024. The fire department had a total of 31 calls, 20 of which were mutual aid calls to neighboring departments. The fire department was over budget on their expenditures. The overage will be transferred from the fire department equipment account to the general fund to cover the expenses. The relief association purchased a CD for \$61,000. The fire department currently has 19 members but would like to see a few more added to their roster. Gaylord Christianson was elected by the fire department to be fire chief for 2025. Todd Westcott and John Hinkley were elected to be assistant fire chiefs. Josh Poehls and Spencer Christianson were elected to be equipment officers. Kevin Erickson was elected secretary. Lucas Spaeth was elected to be safety officer.

Unfinished Business:

Blighted and Dangerous Properties- No update at this time.

Landmark- (Halstad School and Property) – The Sheet Metal Worker's Joint Apprenticeship Training Committee's building lease is up in July 2026. The committee was looking to get an estimate of what the lease price will be and the length of the lease. Motion was made by Peter Jacobson to increase the current lease price by 8% for 5 years with an additional 5 year lease price to be discussed at a later date, Brandon Mickelson seconded, unanimous vote, motion carried.

RFP for Redevelopment – The deadline was extended.

Public Nuisance Ordinance – The council approved the new public nuisance ordinance at the December 9th meeting. Due to the length of the ordinance, clerk Tice suggested a summary publication be approved to be

published in the Norman County Index. The summary publication needs to be approved by a 4/5 vote. There are 3 council members present so the council tabled this until next meeting.

Public Safety Aid – Halstad Telephone Company provided a quote for 9 cameras that will cover the entrances/exits into Halstad and also the high traffic areas. There is not a quorum as Brandon Mickelson abstains from voting on this quote. The council tabled this until next meeting.

Cannabis Ordinance – The committee will continue to review the restrictions and ordinance language.

Valley United Coop Property – The land survey was completed today. We should receive a legal description from the surveyor so that a quit claim deed can be drafted to complete the land transaction.

Sunrise Apartments – Mark Klevgaard was at the meeting to discuss with the council some of the upgrades that are needed at the Sunrise Apartments. Klevgaard has plans to build garages for the apartment tenants. Brandon Mickelson talked about the research he had done on a few of the other apartment purchases in Halstad and his review of the financials. The council will continue their research on the financials and advertising of the building.

Land Purchase Proposal – Lucas Spaeth talked with Furuseth’s about purchasing their property on the northeast side of Halstad for potential use for the regional water project. The Furuseth’s would sell the property for \$8,000 per acre. There is a total of 12 acres the city is interested in purchasing. The utilities commission agreed to pay 50% of the purchase price. The council tabled this until next meeting to discuss with full council.

New Business:

Brandon Mickelson made a motion to approve the following General Appointments for calendar year 2025. Peter Jacobson 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: Gaylord Christianson
Rescue President: Rachel Arneson
Weed Inspector: Mayor (by default)
Board of Adjustment
for Floodplain Ordinance: City Council

Peter Jacobson moved to approve the following committee and other appointments for 2025. Brandon Mickelson seconded the motion, unanimous vote, motion carried.

Utilities Commission: President – Tom Maroney (1 more years of 3 year term)
Secretary – Ron Gotteberg (2 more years of 3 year term)
Member – Darin Johnson (3 more years of 3 year term)
Planning Commission: Peter Jacobson
Other current members are: Chair-Danielle Harless, Erica Garcia, Jackie Arneson and Sabrina Anderson
Halstad EDA: Donna Scholl and Brandon Mickelson
Norman County EDA
Representative: Jeremy Melting
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

Brandon Mickelson 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 2025. Peter Jacobson 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

Resolution 2025-01-13B Authorizing and Supporting a Geothermal Planning Grant – Lucas Spaeth has completed the Geothermal Planning Grant Program application for geothermal at Landmark and LRC. This resolution authorizes and supports the grant application and allows Darin Johnson and Lucas Spaeth to execute the agreements to implement the project if the grant is awarded. Motion was made by Peter Jacobson to approve resolution 2025-01-13B as presented, seconded by Brandon Mickelson, unanimous vote, motion carried.

Resolution 2025-01-13C Accepting Engineering Services – The City of Halstad published an RFP for engineering services in the Norman County Index. The city received one proposal for the provision of engineering services from Advanced Engineering and Environmental Services, LLC (AE2S). This resolution authorizes the Mayor and City Clerk to sign and enter into an engagement with AE2S on behalf of the City of Halstad and any amendments for general and specific engineering services. Brandon Mickelson moved to approve resolution 2025-01-13C as presented, Peter Jacobson seconded, unanimous vote, motion carried.

Upcoming events- Halstad Fire Department Mixed Stag 03.01.2025

Peter Jacobson moved and seconded by Brandon Mickelson to adjourn the meeting at 6:43 pm, vote unanimous, motion carried.

The next Regular meeting of the City Council will be on Monday, February 10, 2025, at 5:15 pm.

Alli Tice / City Clerk-Treasurer