

**May 12, 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 May 12, 2025, at 5:15 p.m.

Mayor Darin Johnson called the regular meeting to order at 5:28 p.m.

The following council members were present: Mayor Darin Johnson, Brandon Mickelson, Gaylord Christianson, and Peter Jacobson. Absent: Donna Scholl. Others in attendance: Jay DeLong, Wayne Tenneson, Amanda Scanson with Brady Martz, Lucas Spaeth, Utilities Superintendent, and City Clerk/Treasurer Alli Tice.

**Additions to Agenda** – None. Motion to approve agenda by Gaylord Christianson, seconded by Peter Jacobson, unanimous vote, motion carried. Council will allow Amanda Scanson to present after the department reports.

**Approval of April 7, 2025 Regular Meeting Minutes** - Motion to approve minutes as presented by Brandon Mickelson, seconded by Gaylord Christianson, unanimous vote, motion carried.

**Public Forum and Correspondence-** Wayne Tenneson informed the council that he is interested in purchasing the 25 foot lot to the south of his property that is owned by the City. The council told Tenneson to submit an offer for the property for the next meeting.

**Consent Agenda**

Peter Jacobson 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 April 2025
- B. General checking bank reconciliation for April 2025
- C. Temporary Liquor Permit for 06/14/2025 - LRC

**Wimmer and Sunrise Report-** A tenant requested a mini-split for their wimmer home. We are checking into mini-splits for the Sunrise nightly rentals to possibly be funded through a loan from the utilities.

**Utilities Report** – The Consumer Confidence Report for water was completed. Residents were notified that the report can be viewed on the website, or a paper copy of the report can be picked up at the utilities office. Congressionally Directed Spending was requested from Senator Smith's and Klobuchar's office for water and natural gas. There were 128 hours of dual heat control this heating season. The generators were ran at the end of April and everything ran well. USDA application for wastewater is in progress with the PER being worked on by AE2S. The Lead and Copper site plan will be worked on, and more data will be completed when new water meters are installed. Red River Valley Coop Power has been on stand-by for electrical work. The legislative session will adjourn on May 19<sup>th</sup> and hopefully there will be a decision on funding for the West Central Regional Water District bonding bill. Funding was requested from the Public Facilities Authority under the intended use plan for the water project in the amount of \$3,456,275. Wes Magnell wants to add parking in front of his building and take out the right of way. Northern Dental plans to pave their parking lot and new parking area along with the alley. They received bids for 2" of pavement and will be getting bids for thicker asphalt for the alley.

**New Business:**

**Brady Martz Audit Report** – Amanda Scanson with Brady Martz presented the final 2024 audit report. Scanson went over the fund balances for all funds for 2024. Scanson also went over the management letter and the findings from the audit. Motion to approve the 2024 City of Halstad Audit Report was made by Peter Jacobson, seconded by Gaylord Christianson, unanimous vote, motion carried.

### **Unfinished Business:**

**Blighted and Dangerous Properties-** Clerk Tice will work on getting letters updated and sent out to properties in violation.

**Landmark- (Halstad School and Property)** – The committee met and has scheduled work nights at the Landmark for cleaning the building before the all-school reunion in July.

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

**Valley United Coop Property – update** – There has to be a parcel split completed to separate the property that was purchased into its own parcel. The parcel split cannot be completed until the property taxes are paid in full on the parcel. When taxes are paid, the parcel split will be completed, and the transaction will be complete.

**Land Purchase Proposal – update** – The paperwork is all completed, and money has been paid to our attorney to be disbursed to the Furuseth's accordingly. Our attorney will complete the parcel split and the transaction will be complete.

**Chicken Ordinance** – More time is needed to research the ordinance. No action was taken.

**East Side/Blue Park Equipment Concern – update** – A call was made to the playground company and we are waiting to hear back from the company about the equipment.

### **New Business:**

**Resolution 2025-05-12 – Appointing Council as Planning Commission** – The city has an ordinance specifically establishing a planning commission. Resolution 2025-05-12 appoints the city council, as it may change from time to time through elections and appointments, as the planning commission. Motion was made by Gaylord Christianson to approve resolution 2025-05-12 as presented, Peter Jacobson seconded, unanimous vote, motion carried.

At 6:15, motion was made by Brandon Mickelson, seconded by Gaylord Christianson, to suspend the regular meeting and open the Conditional Use Permit Application public hearing, unanimous vote, motion carried.

**Conditional Use Permit Application Public Hearing** – At 6:15 pm Mayor Johnson opened the Conditional Use Permit Application Public Hearing for public comment. The planning commission reviewed the conditional use permit application and discussed the additional conditions. Jay DeLong asked about hours of operation and if they will be required to have bathrooms for the events.

With no other public comments, Brandon Mickelson moved to adjourn the Conditional Use Permit Application Public Hearing at 6:37 pm, seconded by Peter Jacobson, unanimous vote, motion carried.

Mayor Johnson called the regular meeting back to order at 6:37 pm.

**Conditional Use Permit Application – Jeremy Melting** – Motion was made by Peter Jacobson to approve the conditional use permit with the 20 foot setback from any residential property line, seconded by Brandon Mickelson, unanimous vote, motion carried.

**Zoning Permit – Jeremy Melting** – The city council received a zoning permit from Jeremy Melting for a grain bin gazebo and a shed for storage and serving for his property located at 117 US Hwy 200. Motion was made by Gaylord Christianson, seconded by Darin Johnson to approve the zoning permit, unanimous vote, motion carried.

**Dog Bite Incident** – The city was informed of an incident of a dog biting another dog. Mayor Johnson will contact the Norman County Sheriff's Office for more information about the incident before further action is taken.

**FEMA Community Safe Room Grant – contract agreement approval** – The city was awarded the FEMA Community Safe Room grant. The grant portion is \$671,136.98. The council discussed the need for a master plan for additional power and water service line. Motion was made by Peter Jacobson to approve the FEMA Community Safe Room Grant contract, seconded by Brandon Mickelson, unanimous vote, motion carried.

**HFD cooler/refrigerator donation – LRC cooler/refrigerator purchase (\$12,000)** – The Halstad Fire Department gambling fund would like to make a donation up to \$12,000 to the city to purchase replacement coolers for the LRC bar. Motion was made by Brandon Mickelson to approve spending up to \$12,000 to purchase coolers for

the LRC bar with the Halstad Fire Department gambling fund making a donation to cover the purchase, Peter Jacobson seconded, unanimous vote, motion carried. Gaylord Christianson abstained.

**Other -**

Upcoming events- Clean-up 06.10.2025, All-School Reunion 07.25.2025-07.27.2025

Gaylord Christianson moved and seconded by Peter Jacobson to adjourn the meeting at 7:10 pm, vote unanimous, motion carried.

The next Regular meeting of the City Council will be on Monday, June 9, 2025, at 5:15 pm.

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Alli Tice / City Clerk-Treasurer