

May 13, 2019
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 Meeting Room in said City on May 13, 2019 at 5:15 pm.

Mayor Lori DeLong called the regular meeting to order at 5:15pm.

The following council members were present: Brandon Mickelson, Veronica Dye, Darin Johnson, and Jeremy Melting

The following council members were absent: None

Others in attendance: Lucas Spaeth, Jon Pauna, Jessica Spaeth, Erica (Northern Dental Access Center)

Motion by Jeremy Melting and second by Darin Johnson to approve the agenda as presented. Motion carried.

Motion by Jeremy Melting and second by Darin Johnson to approve the minutes from the regular meeting held on April 8, 2019. Motion carried.

Don McMahon was not present for the public forum, but asked the Mayor if he would bring his concern to the Council. Don was wondering what the City does for background checks on Utility employees.

Motion by Brandon Mickelson and second by Jeremy Melting to approve the consent agenda as presented. Motion carried. The following items were on the consent agenda:

- a. Monthly claims for April 2019
- b. General checking bank reconciliation for April 2019

Jon Pauna, Moore Engineering, provided an update on the bid letting for the City mill and overlay project. There were 8 competitive bids and all bids were examined with correct amounts noted. The lowest bids were in line with project estimates. The City will award the contract once the 5th street concrete costs are provided by MnDOT. Hwy 75 bid letting is scheduled for May 17, 2019. City will decide to either use concrete or asphalt for the 5th street extension. No action.

Jeremy Hadrava, MnDOT, was not present at the meeting, but the bid letting on the HWY 75 reconstruction project was pushed back to May 17, 2019. No action.

An update on the 2019 flood was provided by Mayor Lori DeLong. No major concerns at this point in time. Costs are still being gathered. Lucas and Lori will be attending the FEMA meeting in Ada, MN on May 14, 2019. No action.

An update on the status of the dog excrement issues on the lot owned by Northern Dental Access Center was provided by Erica. They are working with Eric Smart, New North Property Manager, to settle on a property maintenance agreement where the apartment owner will hire out mowing, picking up dog feces, and maintaining the lot in good condition. Per Eric Smart email to Clerk Dye, along with maintaining the lot, they are raising the rent for all tenants who have pets in the apartment building with hopes to eliminate some of this issue. Clerk Dye took photos of the property prior to the meeting and both the Dental property and DeLong property were picked up and mowed. No further action on this nuisance is necessary at this point in time.

Discussion ensued regarding the City traffic ordinances to add to the court system. Truck parking remains an issue and it is important to keep City streets in good condition. Clerk Dye will work with the City Attorney to get these into the court system. No action.

The land lease proposal for 2019 from Anthony and Tracie Mathews was reviewed. There are 6 acres which are available to lease which are located inside the levee near the water treatment plant. Both the City and the Wild Rice Watershed District own the acres. There was no motion to approve the proposal. The levee is currently under construction and the acres are unusable during 2019. The City will request proposals in February 2020 for the 2020 growing season. No action.

Jessica Spaeth was present to request a contribution from the City towards the Neighbors Helping Neighbors program in the amount of \$500. This is a program to assist elderly or disabled homeowners in the City of Halstad with home repairs. Motion by Darin Johnson to approve; second by Veronica Dye. Motion carried.

Tom Stene arrived at the meeting and had a zoning permit application for the Council. Motion by Brandon Mickelson to approve the zoning application for a deck at 333 217 1st Avenue East. Second by Lori DeLong. Motion carried.

Motion by Brandon Mickelson to approve the zoning application for a garage at 108 7th Avenue East. Second by Darin Johnson. Motion carried.

The proposal from Lynda Rindahl to purchase 428 3rd Avenue West was reviewed. The council would like this parcel combined with their existing adjacent parcel so that the garage they would like to build and house are all on one parcel. Per the County property website, Mrs. Rindahl is not the recorded owner of the parcel at 440 3rd Avenue West. Clerk Dye will follow up with Mrs. Rindahl to confirm. She would not have the ability to make changes to the parcel if she is not the owner. No action.

Motion by Brandon Mickelson and second by Lori DeLong to approve the December 31, 2018 audited financial statements. Motion carried.

Discussion ensued regarding the old school building and land opportunities. No action.

Discussion ensued regarding the potential benefit/opportunity of paying a portion of the Valley Innovation Program director salary in 2020. No action.

Discussion ensued regarding the need for semi-truck and trailer parking. No action.

Jeremy Melting presented information on creating/ appointing a Planning Commission. Although not required by state statute, this is noted under City ordinance 31.45. The City currently does not have a Planning Commission and the council determined it would be valuable to create one. Jeremy Melting volunteered to be the Council representative and suggestions for commission members will be provided to the Mayor. No action.

Discussion ensued regarding the need for an opted texting service as a means of communication in our community. Citizens could sign up online to receive notices from the City. Utility Commission may be interested in this service as well. Further investigation into the availability and cost will be done. No action.

Discussion ensued regarding the exploration into constructing 2 bedroom Wimmer homes. Housing needs in our community will be reviewed on May 24th as part of the Community Thrives Grant. No action.

Discussion ensued regarding the trailer park encroachment in the right-of-way. The recent survey from Moore Engineering indicates that there is a shed, fence, steps, and other personal belongings located in the right-of-way. The City would like to utilize the right-of-way to add diagonal parking across from the Community Center. Clerk Dye will work with the City Attorney to draft letters to mail to the property owner and tenants. No action.

Motion by Daring Johnson to approve a new pickup head replacement and parts for the recently purchased street sweeper in the amount of \$8,307 from Environmental Equipment & Services, Inc. Seconded by Brandon Mickelson. Motion carried.

Lucas provided an update that bids for a new mower tractor were coming in high. This would replace the Allis Chalmers. He will continue to look for something used in the budget range of \$20,000. No action.

Department head reports were provided for the Sunrise Apartments, Wimmer Homes, and Utilities. No action.

Motion by Lori DeLong to adjourn at 9.26 p.m. and second by Jeremy Melting. Motion carried. The next regular meeting of the City Council will be Monday, June 10, 2019 at 5:15 pm.

Veronica L. Dye, Clerk/Treasurer