

Pipestone, Minnesota  
November 21, 2022

Pursuant to due call and notice thereof, a regular meeting of the Pipestone City Council was duly held in-person and via Zoom in the Municipal Building at 6:30 p.m. on the 21<sup>st</sup> day of November 2022. Mayor Myron Koets called the meeting to order. Roll call was taken and a quorum was declared. Members present: Myron Koets, Jim Stout, Rodger Smidt, Dan Delaney and Justin Schroyer. Absent: None. Others present: Kyle Kuphal, Ben Denton, Verdeen Colbeck, City Engineer Travis Winter via Zoom, Bolton & Menk Aviation Project Manager Silas Parmar via Zoom, Cable Access Coordinator Steve Moffitt, City Administrator/City Attorney Jeff Jones, and City Clerk Deb Nelson.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **APPROVE AGENDA – ADDITIONS, CHANGES OR DELETIONS**

There being no additions, changes or deletions, motion was made by Delaney, seconded by Stout and unanimously carried to approve the agenda as presented.

### **CONSENT AGENDA**

Mayor Koets stated the Consent Agenda contains the November 7, 2022 Regular Meeting Minutes; November 14, 2022 Special Meeting Minutes; Payment of Claims-Listing of Bills; October 2022 Financial Reports; and Informational Reports and asked if there was any discussion regarding these items.

Motion was made by Stout, seconded by Delaney and unanimously carried to approve the Consent Agenda which contained the November 7, 2022 Regular Meeting Minutes; November 14, 2022 Special Meeting Minutes; Payment of Claims-Listing of Bills in the amount of \$428,528.60 for warrants #068096 to #068226 to be issued in payment thereof; October 2022 Financial Reports; and Informational Reports.

### **COMMUNITY CONCERNS**

#### **Neighborhood Safety Concerns of Leslie Egger**

City Administrator/City Attorney Jones shared a letter received from Leslie Egger, 601 5<sup>th</sup> St NW, stating she had concerns with there being no sidewalks on 4<sup>th</sup> St NW and 8<sup>th</sup> Ave NW.

Councilmember Delaney stated he thought a sidewalk survey had been conducted a while ago and inquired if Public Works Director Mike Bloemendaal was looking into this issue with Jones responding that Bloemendaal is aware of the concerns.

## **OLD BUSINESS**

### **Use of American Rescue Program Funds**

City Administrator/City Attorney Jones confirmed that ARP funds must be used by December 31, 2024 and found that most other cities used their ARP funds for infrastructure related issues. He stated the funds can not be used for past debt.

Motion was made by Delaney, seconded by Smidt and unanimously carried to table this item until the January 16, 2023 council meeting.

### **City Administrator Position**

Mayor Koets stated that he had attended the Coalition of Greater Minnesota Cities Conference and at the conference he had an opportunity to talk with other communities that had to replace their City Administrator's. He stated all five communities had hired an outside consultant to assist with the process. Koets said that it can take six months to a year before a replacement Administrator would be hired and if the council intends to ask an employee or employees to take on the additional work load in the interim, he felt it would be unethical to expect the employee to take on the additional work without compensation.

Discussion then followed with Councilmember Delaney stating he felt that with two new Councilmembers coming on in a short period of time, he feels it should be the whole council's decision and does not want to jump into anything.

Motion was made by Delaney, seconded by Schroyer and unanimously carried to table this item to the January 16, 2023 council meeting.

## **NEW BUSINESS**

### **Consider Approval of Proposal for Professional Services for Pipestone Municipal Airport Navigational Aide (NAVAID) Replacement Project**

Silas Parmar, Aviation Project Manager, explained that it has been found that the existing Precision Approach Plath Indicators (PAPI) and Runway End Identifier Lights (REIL) on Runway 18/36 are experiencing significant issues and obtaining replacement parts to repair the lights is becoming more difficult and costly. He shared Bolton & Menk has submitted a proposal for professional services to replace the existing PAPIs and REILS with new LED versions which is more cost effective. Anticipated funding will be 90% Federal in the amount of \$31,500.00; 5% State in the amount of \$1,750.00 and 5% Local in the amount of \$1,750.00.

Motion was made by Stout, seconded by Schroyer and unanimously carried to approve the Proposal for Professional Services for Pipestone Municipal Airport Navigational Aide (NAVAID) Replacement Project.

Consider Approval of Proposal for Professional Services for Automated Weather Observation Station (AWOS) Installation Project

Silas Parmar informed the council that on September 29, 2022, the MnDOT Office of Aeronautics notified Pipestone that the current AWOS has reached the age of obsolescence and funding is available to replace. MnDOT will furnish and install the new AWOS equipment and Pipestone is responsible for the civil site work. Civil site work includes design of the new system to include construction of tower, sensor pad foundations, and running power to the site. MnDOT will provide a State Grant for the civil site work at a 75% State, 25% local share. Total lump sum cost of the project is \$32,000.00 with MnDOT share of \$24,000.00 and the city's share of \$8,000.00.

Discussion then followed on options to fund the city's share.

Motion was made by Delaney, seconded by Smidt and unanimously carried to table this item until the December 5<sup>th</sup> council meeting to allow staff time to research options to fund the city's share of the project.

Resolution 2022-63

City Administrator/City Attorney Jones explained this resolution, if approved, accepts the feasibility report for the proposed 2023 Street & Utility Improvements Project and since a portion of the costs of the project are being proposed to be assessed against abutting property owners, sets the public hearing for December 19, 2022 at approximately 6:30 p.m. He stated approving the resolutions does not commit the council to the project, but keeps it moving forward.

City Engineer Travis Winter shared this proposed project is north and east to this year's project and consists of about 13 blocks of reconstruction.

Motion was made by Delaney, seconded by Stout and unanimously carried to approve Resolution 2022-63: A RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON IMPROVEMENT.

Resolution 2022-64

City Administrator/City Attorney Jones stated the council a new sign at the A's field on a Lease-Purchase. Huntington Bank requires approval of the attached resolution as part the Lease-Purchase. He explained the sign would be purchase with donations received from PASBA and First Bank & Trust.

Motion was made by Stout, seconded by Smidt and unanimously carried to approve Resolution 2022-64: A RESOLUTION AUTHORIZING THE NEGOTIATION, EXECUTION AND DELIVERY OF GOVERNMENTAL LEASE-PURCHASE AGREEMENT NO. 008-0875679-300 DATED OCTOBER 27, 2022 (THE "LEASE"), IN THE PRINCIPAL AMOUNT NOT TO EXCEED \$33,186.00 BETWEEN THE CITY OF PIPESTONE, 119 2<sup>ND</sup> AVENUE SW, PIPESTONE, MN 56164 AND THE HUNTINGTON NATIONAL BANK, 11100 WAYZATA

BLVD, SUITE 700, MINNETONKA, MN 55305; AND PRESCRIBING OTHER DETAILS IN CONNECTION THEREWITH.

#### Resolution 2022-65

City Administrator/City Attorney Jones stated the following donations have been received for “Lights at the Lodge” at the Hiawatha Pageant Park and this resolution accepts the donations:

- The Clothier by Dawn - \$100.00
- CJ Enterprises of Pipestone - \$100.00
- Dar’s Pizza of Pipestone - \$300.00

Motion was made by Stout, seconded by Schroyer and unanimously carried to approve Resolution 2022-65: A RESOLUTION ACCEPTING DONATIONS.

#### Consider Approval of Deferred Assessment for 417 2<sup>nd</sup> St SE

City Administrator/City Attorney Jones explained that the property owner at 417 2<sup>nd</sup> St SE has submitted an application for deferred assessment for storm sewer, sanitary sewer, watermain and street improvements to 2<sup>nd</sup> Street SE project. The deferred assessment will be for a term of fifteen-years at a one-point thirty-five percent (1.35%) interest rate. Staff has reviewed the application and is recommending council approval.

Motion was made by Smidt, seconded by Stout and unanimously carried to approve the deferred assessment for 417 2<sup>nd</sup> St SE.

#### Harmon Park Sign

City Administrator/City Attorney Jones explained the Chamber is in charge of changing information on the existing digital display sign at Harmon Park and has been experiencing problems in the past few years. Due to the age of the sign, it no longer can be updated. Daktronics is recommending the existing sign be replaced. The Area Community Foundation is willing to help fund the replacement sign but the council will need to decide which option they would like to go with before the Foundation makes their commitment.

Motion was made by Smidt, seconded by Stout and unanimously carried to approve Option 1 as submitted by Daktronics.

#### Approve \$30,000.00 Allocation from Pipestone County

Pipestone County Commissioners have allocated \$30,000.00 of American Rescue Plan Funds to the City of Pipestone to be utilized for projects such as roadway improvements, water infrastructure, sewer upgrades, Capital Equipment, etc. The intent is not to pay debt, salaries, nor to be transferred to commercial partners. The County will offer payment to the city once copies of project invoices are received at the Pipestone County Administration Office. Council will need to accept the county’s allocation.

Motion was made by Delaney, seconded by Smidt and unanimously carried to accept the \$30,000.00 American Rescue Plan Fund allocation from Pipestone County.

### **COUNCIL LIAISON REPORTS**

Heritage Preservation Commission Liaison Smidt reported the HPC did not meet.

Park & Recreation Board Liaison Delaney reported the Board met on November 9<sup>th</sup> and winter hours began in October; the Rec Center had received a proposal from Theresa Stangle, Reactive Wellness, to lease the Rec Center for individual classes such as the hospital does; the women's bathroom renovation project is now complete; memberships are outgrowing the building and a new boiler system has been installed for the pool.

Human Rights Commission Liaison Koets reported the Commission is redoing the Bylaws.

### **CLOSING COMMENTS**

City Administrator/City Attorney Jones shared an article from the Star Tribune that stated that more than \$2 billion in federal funding has been announced for Minnesota projects. Minnesota lawmakers must match that federal money with up to \$1 billion in state funds.

Mayor Koets shared he attended the Coalition of Greater Minnesota Cities conference and one of the outcomes of the election was that the DFL took over both the House and Senate. This doesn't seem to be a problem except that when you look at that only about 20% of Senators and Representatives from the DFL party are from outstate Minnesota, it becomes a problem because with outstate Minnesota voting as red as they do, how do we communicate with the Metro area legislature to get the some of the things we need out here.

### **EXECUTIVE/CLOSED SESSION**

Mayor Koets stated that the council would enter into Executive/Closed Session to discuss the possible purchase price of Lots 7-19, Block 4, Original Plat to the City of Pipestone (105 2<sup>nd</sup> St NW); Lots 20 and 21, Block 10, Original Plat to the City of Pipestone (211 2<sup>nd</sup> St NW); and the W 1/2 of Lot 5, Block 2, Cuttings Addition to the City of Pipestone (818 West Main St).

Motion was made by Delaney, seconded by Stout and unanimously carried to close Regular Session.

Motion was made by Schroyer, seconded by Delaney to open Executive/Closed Session.

Motion was made by Delaney, seconded by Stout and unanimously carried to close Executive/Closed Session.

Motion was made by Stout, seconded by Smidt and unanimously carried to open Regular Session.

Mayor Koets stated staff was directed to proceed on 211 2<sup>nd</sup> St NW and 818 West Main properties. No action was taken regarding 105 2<sup>nd</sup> St NW.

**ADJOURNMENT**

Motion was made by Smidt, seconded by Stout and unanimously carried to adjourn the meeting.

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Myron D. Koets  
Mayor

ATTEST:

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Deb Nelson  
City Clerk