

Pipestone, Minnesota
September 2, 2025

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 2nd day of September, 2025. Mayor Dan Delaney called the meeting to order. Roll call was taken and a quorum was declared. Members present: Dan Delaney, Rodger Smidt, Scott Swanson, and Verdeen Colbeck. Absent: Danielle Thompson. Others present: Kyle Kuphal, City Engineer Travis Winter via Zoom, City Attorney Jason Hill via Zoom, Cable Access Coordinator Steve Moffitt, Assistant City Administrator-Clerk Stephanie LaBrune, and City Administrator Deb Nelson.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA – ADDITIONS, CHANGES OR DELETIONS

Motion was made by Smidt, seconded by Colbeck and unanimously carried to approve the agenda with as presented.

CONSENT AGENDA

Mayor Delaney stated the consent agenda contains the August 18, 2025 Regular Meeting Minutes, and Payment of Claims-Listing of Bills and asked if there was any discussion regarding these items.

Motion was made by Swanson, seconded by Thompson and unanimously carried to approve the consent agenda which consisted of the August 18, 2025 Regular Meeting Minutes, and Payment of Claims-Listing of Bills in the amount of \$601,875.49 for warrants #075629 to #075748.

COMMUNITY CONCERNS

None.

LEGAL

Consideration of Ordinance No. 168, Fourth Series

Mayor Delaney stated Ordinance No. 168, Fourth Series was developed by the city's Planning Commission and introduced at the August 18th council meeting. He then said it is now ready for council consideration.

Motion was made by Smidt, seconded by Swanson to approve the adoption of Ordinance No. 168 Fourth Series: An Ordinance of the City of Pipestone repealing and replacing section 153.32 of the Pipestone City Code with regard to signs. A roll call vote was then taken. Ayes: Swanson, Smidt, Thompson, Colbeck, and Delaney. Nays: None. Motion carried 5-0.

NEW BUSINESS

Resolution 2025-53

Mayor Delaney stated Resolution 2025-53 is a resolution authorizing the City Administrator and Mayor to execute a grant agreement from the Minnesota Department of Transportation in regards to the 2026 80 x 80 hangar project at the city's airport. He said for this particular project, the city

will be receiving grant funds from both Federal and State funding sources. The funds provided with this State grant agreement will be in an amount not to exceed \$6,618.13.

Motion was made by Colbeck, seconded by Thompson and unanimously carried to approve Resolution 2025-53: A resolution for authorization to execute Minnesota Department of Transportation grant agreement for airport improvement excluding land acquisition.

Resolution 2025-54

Mayor Delaney stated this again is another resolution authorizing the City Administrator and Mayor to execute a grant agreement from the Minnesota Department of Transportation in regards to the 2026 80 x 80 hangar project at the city's airport. The funds provided with this State grant agreement will be in an amount not to exceed \$14,105.26.

Motion was made by Smidt, seconded by Thompson and unanimously carried to approve Resolution 2025-54: A resolution for authorization to execute Minnesota Department of Transportation grant agreement for airport improvement excluding land acquisition.

Resolution 2025-55

Delaney said this resolution if approved will allow the city to publish a summary publication of Ordinance No 168, Fourth Series, which was approved earlier, in the legal newspaper. Delaney shared due to the size of the ordinance; it would not be economical to have it published in the paper. Therefore, a summary will be published letting the public know that an ordinance was passed and is available at city hall for inspection.

Motion was made by Thompson, seconded by Colbeck, and unanimously carried to approve Resolution 2025-51: Resolution Accepting Donations.

Resolution 2025-56

Delaney stated on August 13th, the Planning Commission held a public hearing on the application for a conditional use permit (CUP) by Zachary Wiese who was requesting to construct a second accessory structure on his property at 311 7th Avenue SE. The Planning Commission is recommending that the council approve the CUP with the conditions as stated in the resolution. Delaney then said one of the conditions was that Wiese remove an existing structure prior to adding another.

Motion was made by Swanson, seconded by Thompson, and unanimously carried to approve Resolution 2025-56: Resolution granting a conditional use permit for the placement of an accessory structure at 311 7th Avenue SE in the City of Pipestone.

Accept Employee Resignation

Delaney shared the resignation of Building and Zoning Administrator, Solomon Derby. He stated his last day with the city was August 29, 2025 and said the council will need to accept his resignation effective August 29, 2025. Delaney added that he thought Solomon did a nice job while he was here and said he is sad to see him leave.

Motion was made by Colbeck, seconded by Smidt and unanimously carried to accept the resignation of Solomon Derby effective August 29, 2025.

Accept Termination of Temporary Building Department Services Agreement

Delaney stated with the resignation of the city's building official, the City of New Ulm has also provided the city with a notice of termination in regards to the agreement the city had in place with New Ulm to provide temporary building official services. The termination will be effective September 7, 2025 and the council will need to accept the termination agreement.

Motion was made by Swanson, seconded by Thompson, and unanimously carried to accept the termination of the Temporary Building Department Services Agreement between the City of Pipestone and the City of New Ulm.

Consider SAFEbuilt Building Department Services Proposal

Delaney stated, as a result of the resignation of the city's building official and termination of the contracted building official agreement with New Ulm, the city will need to designate a licensed building official to stay compliant with State regulations. He shared on August 28th, the city's personnel committee met to discuss potential options and hear a presentation from SAFEbuilt. SAFEbuilt is a company who can provide virtual building official services within the city of Pipestone. This alternative may also provide a cost savings to the city. He said the full proposal is in the council packets.

Discussion was then held by the council. Delaney said that he thinks it is a good idea to try it, and said there could be some potential cost savings. Smidt asked if the contractors were in favor? Delaney said there has not been any conversation with our contractors but said other communities who use SAFEbuilt like it. Smidt said it may be worth a try. Thompson said the city could try it for one year and explore other avenues if there is something we do not like. Delaney also added that the city will be getting \$49,000 in software free along with them waiving the user fees. Swanson said the turn around for plan reviews is also faster than what we are used to. Attorney Hill stated that he made a few changes to the agreement and is ok with it. He said he has worked with SAFEbuilt and even though their liability cap is much higher than he would like he feels comfortable having the city sign the agreement.

Motion was made by Smidt, seconded by Swanson, and unanimously carried to sign the SAFEbuilt building official services agreement as presented.

Schedule Public Hearing for Proposed Assessments of Unpaid Municipal Services & Utilities

Delaney shared city staff is recommending the council schedule a public hearing on Monday, October 20th at approximately 6:30 p.m. in the council chambers at city hall concerning the proposed assessment of unpaid municipal services and utilities.

Motion was made by Thompson, seconded by Colbeck, and unanimously carried to schedule a public hearing on Monday, October 20th at approximately 6:30 p.m. in the council chambers at city hall for the proposed assessment of unpaid municipal services and utilities.

Approve Stormwater Maintenance Agreement

Delaney shared a Stormwater Maintenance Agreement between the City and Carolyn M. Rasmussen, Chandler Feed Company, and K-Line Properties, LLC. He said the agreement clarifies each of the parties' responsibilities regarding the maintenance of stormwater improvements upon property owned by each of the parties which is located in the area near Chandler Feed. Delaney then said the council will need to approve the Stormwater Maintenance Agreement with the condition that document includes all signatures and full legal descriptions of the properties prior to being recorded with the County Recorder's office.

Motion was made by Smidt, seconded by Colbeck and carried unanimously to approve the Stormwater Maintenance Agreement between the City and Carolyn M. Rasmussen, Chandler Feed Company, and K-Line Properties, LLC. with the condition that document includes all signatures and full legal descriptions of the properties prior to being recorded with the County Recorder's office.

CLOSING COMMENTS

Colbeck – Mentioned there is car show on September 4th with a burger feed where proceeds will go to the Veteran's Memorial.

Delaney – Announced to the public that concrete will be poured tomorrow on the 2nd St. project. He said the street may be closed for 7 days to cure and shared that the work is warranty work that is being done. He then shared that there was a department head review done today by the council and said the rest of the reviews need to be scheduled. He suggested doing Nelson's at the next council meeting.

ADJOURNMENT

Motion was made by Swanson, seconded by Thompson, and carried unanimously to adjourn the meeting at 6:56 p.m.

Dan Delaney
Mayor

ATTEST:

Stephanie LaBrune
Assistant City Administrator - Clerk