

Pipestone, Minnesota
April 21, 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 21st day of April 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, Verdeen Colbeck and Danielle Thompson, Absent: none. Others present: Steve Weets, Tom Steffes, Erica Volkir, Robert Dykstra, Kyle Kuphal, City Attorney Jason Hill via Zoom, City Engineer Travis Winter via Zoom, Cable Access Coordinator Steve Moffitt, Assistant City Administrator/City Clerk Stephanie LaBrune, and City Administrator Deb Nelson.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA - ADDITIONS, CHANGE OR DELETIONS

Motion made by Swanson, seconded by Thompson, and unanimously carried to approve the agenda as presented.

CONSENT AGENDA

Mayor Delaney stated the Consent Agenda contains the April 7, 2025 Special Meeting Minutes, April 7, 2025 Regular Meeting Minutes, April 8, 2025 Local Board of Appeals and Equalization Meeting Minutes, the Pipestone Baseball Inc. 2025 3.2 Off Sale Liquor License Renewal, the March 2025 Financial Report, and the Payment of Claims-Listing of Bills. He then asked if there was any discussion regarding these items. No discussion was held.

Motion was made by Thompson, seconded by Swanson and unanimously carried to approve the Consent Agenda items which consisted of the April 7, 2025 Special Meeting Minutes, April 7, 2025 Regular Meeting Minutes, April 8, 2025 Local Board of Appeals and Equalization Meeting Minutes, the Pipestone Baseball Inc. 2025 3.2 Off Sale Liquor License Renewal, the March 2025 Financial Report, and the Payment of Claims-Listing of Bills in the amount of \$429,300.00 for warrants #074667 to #074770 to be issued in payment thereof.

COMMUNITY CONCERNS

Administrator Nelson stated that no one was signed in and no other concerns had been received.

BID OPENING

Airport Hangar Project

Engineer Winter stated that the bidding just closed at 6:30p.m. for the 80 feet by 80-foot airport hangar project. He shared the two bids received:

- Everstrong Construction Inc. \$803,732.46
- APX Construction Group \$875,000.00

Winter told the council that he and Silas Parmar would review the bids and make a recommendation to the council at the next council meeting on May 5th.

REPORTS

- A. Airport –Dykstra provided a verbal report.

- B. EDA– Schroyer provided a verbal report.
- C. Museum – Absent.
- D. HRA– Absent.
- E. Senior Center – Weets provided a verbal report.
- F. Chamber of Commerce – Volkir provided verbal report.

LEGAL

Introduction of Ordinance 165, Fourth Series

Delaney introduced Ordinance 165, Fourth Series stating that this is an Ordinance of the City of Pipestone Vacating All That Part of the Platted 16-Foot-Wide East/West Alley Lying Between Blocks One and Two, Crawford's Addition in the City of Pipestone According to the Plat Thereof on File and of Record in the Office of the County Recorder, Pipestone County, Minnesota. Delaney said a public hearing was held on April 7th to hear public comment on this vacation, and the ordinance will be considered for approval on May 5th at the city council meeting.

Introduction of Ordinance 166, Fourth Series

Delaney introduced Ordinance 166, Fourth Series explaining that the Ordinance if approved would amend Chapters 50 and 91 of the City Code Regarding the Regulation of Utility Service Lines in the City. Delaney said Water/Wastewater Superintendent Adelman will be present at the May 5th council meeting to explain the ordinance amendment and the ordinance will be considered for adoption at that time as well.

NEW BUSINESS

Request for Council Action – Chamber Water Tower Festival

Delaney invited Volkir to the podium to state her request.

Volkir explained the Pipestone Area Chamber of Commerce is requesting council permission and public work's assistance to produce the following during the 2025 Water Tower Festival weekend:
Friday, June 27 – Kids' Night:

- Permission to close the 100 Block of South Hiawatha Ave from Main Street to Second Street SW/SE from 2:00 pm – 9:30 pm for a Community Burger Feed (5:00-7:30 pm), Kids Tractor Pedal Pull at 6:00 pm for ages 3-11.
- 12 Picnic Tables, 4 Blue Garbage Cans, 4 bleachers, and the City's car trailer with carpet, steps, blocks for trailer tires, and jacks for back of trailer to stabilize it.
- The placement of two "No Parking-Street Closed at 2:00pm" signs with the barricades at noon – one on Main Street at intersection and one at Second Street SW/SE intersection.

Saturday, June 28th – Parade:

- Request for a Parade Permit (free). The parade route will start at West Main and Sixth Avenue SW, then turn south at the corner of Main Street and Hiawatha Avenue, and end at the corner of Hiawatha Avenue and Fifth Street SW (Courthouse). The parade will begin at 10:00am and conclude approximately 11:30am. Lineup is at 9:30 am.
- The placement of "No Parking Signs" on Main Street and Hiawatha Ave as they have in the past and provide barricades to block each North/South streets to prevent traffic from entering the parade route.

Saturday, June 28th – Arts, Crafts, Food, & Vendor Show / Pipestone Cruizers' Car Show:

- Request for permission to close Second Ave. SW from 7:00 am – 3:30 pm from Third St. SW to Fifth Street SW for the Pipestone Cruizers' Car Show.

- A Request for 36 Picnic Tables by 8:00 am; with 24 being placed under the tent and 12 on the west end of the Courthouse Lawn for the Car Show.
- Public Work's assistance to set up the big blue tent on the courthouse lawn prior to Saturday and then to tear it down on Monday.
- The use of 12 Blue Garbage Cans by 8:00 am on the Courthouse Lawn near the tent.

Saturday, June 28th – Evening Family Entertainment and Free Street Dance:

- Request for permission to close the 100 Block South Hiawatha Street from Main Street to Second Street SW/SE from 3:00 pm Saturday to 2:00 am Sunday for a Free Street Dance (Sioux Falls Band – “Undercover”) from 9:00 pm – 1:00 am, along with a request for the Street Dance Permit (and \$25 fee).
- The placement of two “No Parking-Street Closed at 3:00pm” signs with the barricades at noon – one at the Main Street intersection and one at Second Street SW/SE intersection.
- The use of up to 30 Picnic Tables, 12 Blue Garbage Cans, and the City's flatbed trailer.

Sunday, June 29 – Church Services on Courthouse Lawn

- The request for picnic tables & garbage cans to be left at the Courthouse lawn in order that there be a Community Church service at 10:30 am and possibly a Ministerial Association event later in the day.

Motion made by Thompson, seconded by Colbeck, and unanimously carried to approve the Chamber of Commerce's request as presented.

Request for Council Action – Chamber Car Cruise-Ins

Delaney invited Volkir to the podium to state her request.

Volkir explained the Pipestone Area Chamber of Commerce is requesting council permission and assistance to produce the following Chamber Car Cruise-In in 2025:

Street Closure on Thursday, May 29, 2025:

- Close the 100 Block* of W Main St from 4:00 PM – 8:00 PM for a Chamber Car Cruise-In (between Stonehouse and A&S Drugs). The Chamber Car Cruise-In will run from 5 PM - 7:30 PM. *In the event the capacity of the 100 block is exceeded, she said, we ask permission to close the intersection of 2nd Ave SW/NW and West Main Street in order to expand west towards Geyermans, possibly all the way to 3rd Ave SW/NW.

Public Works Assistance on Thursday, May 29, 2025:

- Barricades, Street Closed Signs, Picnic Tables, and Garbage Cans

Street Closure on Thursday, September 4, 2025:

- Close the 100 Block* of W Main St from 4:00 PM – 8:00 PM for a Chamber Car Cruise-In (between Stonehouse and A&S Drugs). The Chamber Car Cruise-In will run from 5 PM - 7:30 PM. *In the event the capacity of the 100 block is exceeded, additional permission is requested to close the intersection of 2nd Ave SW/NW and West Main Street in order to expand west towards Geyermans, possibly all the way to 3rd Ave SW/NW.

Public Works Assistance on Thursday, September 4, 2025:

- Barricades, Street Closed Signs, Picnic Tables, and Garbage Cans

Resolution 2025-26

Delaney stated This resolution accepts ta donation from the Pipestone Jaycees \$700.00 – to assist with DJ & Daycare Day at the Aquatic Center.

Motion was made by Thompson, seconded by Colbeck, and unanimously carried to approve Resolution 2025-26: A Resolution Accepting Donations.

Consider Adoption of New Assessment Policy

Delaney said over the past year, the city council has been working closely with the city's financial advisors, city engineer, city attorney, and staff to develop a new assessment policy. The final draft of the policy was reviewed by the council at a special work session on April 7th. If approved this policy will take the place of the existing policy.

Motion by Colbeck, seconded by Thompson, and unanimously carried to adopt the new Assessment Policy as presented.

West Central Environmental Consultants, LLC Access and License Agreement

Delaney said West Central Environmental Consultants SET Engineering firm is working in behalf of the MPCA and is looking to perform work in the area near the south west corner of the liquor store. They will be doing some sonic boring and installing a test well. The access agreement is to allow them to be on city's property and monitor the well in the future. Delaney shared that Attorney Hill put together the agreement.

Motion by Smidt, seconded by Swanson and unanimously carried to approve the Access and License Agreement with West Central Environmental Consultants, LLC.

Declaration of Surplus Property

Delaney said the public works department is recommending that the city council declare the 2015 John Deere 1600 mower as surplus property so it can be sold.

Motion made by Swanson, seconded by Thompson, and unanimously carried to approve declaring the 2015 John Deere 1600 mower as surplus property.

Approve HRA Council Liaison Resignation

Delaney shared council liaison for the Housing and Redevelopment Authority commission, Scott Swanson, has resigned from his position.

Motion made by Colbeck, seconded by Smidt, and unanimously carried to approve the resignation of Scott Swanson as the council liaison for the HRA commission.

Appointment of HRA Commission Member

Delaney requested the appointment of Patti Peterson at the recommendation of HRA Director Tammy Manderscheid, to the Housing and Redevelopment Authority Commission.

Motion made by Swanson, seconded by Smidt, and unanimously carried to approve the appointment of Patti Peterson to the HRA Commission.

Approve Human Rights Commission Resignations

Delaney shared that Gabriel Yellowhawk and Julie Dallman have submitted their resignations from the Human Rights Commission.

Motion by Smidt, seconded by Colbeck, and unanimously carried to approve the resignations of Gabriel Yellowhawk and Julie Dallman from the Human Rights Commission.

Appointment of Human Rights Commission Member

Delaney said Gabrielle Drapeau is requesting to serve as a voting member on the Human Rights Commission.

Motion by Swanson, seconded by Thompson, and unanimously carried to approve the appointment of Gabrielle Drapeau to the Human Rights Commission.

CLOSING COMMENTS –

Mayor Delaney reminded the public of prom and the Dad's Belgian Waffle Feed this weekend.

Administrator Nelson shared a flyer of an event coming up on September 30th called High in Plain Sight that is being put on by the Pipestone Area Coalition.

ADJOURNMENT

Motion made by Swanson, seconded by Thompson, and unanimously carried to adjourn the meeting at 7:24 p.m.

Dan Delaney
Mayor

ATTEST:

Stephanie LaBrune
Assistant City Administrator / City Clerk