

Pipestone, Minnesota
July 20, 2026

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 20th day of July 2026. 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 Danielle Thompson. Absent: Verdeen Colbeck. Others present: Kyle Kuphal, Museum Director Susan Hoskins, Senior Center Treasurer Steve Weets, Economic Development Authority Director Justin Schroyer, Chamber Director Erica Volkir, Cable Access Coordinator Steve Moffitt, Jodie Jensen, Krista Vanderwahl, Matt Roscoe, Brianna Jensen, City Administrator Stephanie LaBrune, and City Clerk Megan DeWitte, with Mojra Hauenstein, Travis Winter and City Attorney Jason Hill via Zoom.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA – ADDITIONS, CHANGES OR DELETIONS

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

CONSENT AGENDA

Mayor Delaney stated the Consent Agenda contains the July 2, 2026 Regular Meeting Minutes, the Payment of Claims-Listing of Bills and the June Financial Reports and asked if there was any discussion regarding these items.

Motion was made by Smidt, seconded by Thompson and unanimously carried to approve the Consent Agenda which consisted of the July 2, 2026 Regular Meeting Minutes, Payment of Claims-Listing of Bills in the amount of \$1,471,965.90 for warrants #077871 to #077987, and the June Financial Reports.

COMMUNITY CONCERNS

Jodie Jensen of 606 2nd St. NW approached the council with concerns for her daughter Brianna Jensen's training and why her daughter isn't being paid for her mileage and time spent at the training to become a "Water Safety Instructor" (WSI) lifeguard at the Pipestone Family Aquatic Center. Jensen stated that according to the Personnel Policy, employees are encouraged to take advantage of training opportunities. Jensen stated that she is seeking clarification on what was stated in the response letter Administrator LaBrune had sent stating that it was not a required training and did not have prior approval.

LaBrune did explain that any returning lifeguard is encouraged to take their WSI training and the city would pay for the cost of the certification training. LaBrune stated this is the first time a request for mileage reimbursement and paid training hours has come up in regards to this training and that it came after the training was done so it did not have prior approval.

QUARTERLY REPORTS

Airport- Absent

Housing and Redevelopment Authority- Absent

Senior Center- Senior Center Treasurer Steve Weets reported the Center currently has 129 members.

Museum- Museum Director Susan Hoskins shared updates on the Moore Block sandstone repair and the Ferris Grand Project.

Chamber of Commerce- Chamber Director Erica Volkir reported on several events the Chamber hosted over the past several months and shared several upcoming events including a ribbon cutting event.

Economic Development Authority- Director Schroyer shared updates on residential blight projects that have been completed by the homeowners and ideas that the EDA is working on in the near future.

OLD BUSINESS

On July 15th, Mayor Delaney, Administrator LaBrune and Community Development Director Schroyer met with the Pipestone Area Community Foundation board. The Foundation agreed to support the Carnegie Hall roof project and have started a 250 for 250 campaign. (\$250,000 for 250 years). Their fundraising efforts will go towards the roof project with any remaining money that is raised to be used towards the Carnegie Library building.

NEW BUSINESS

Request for Council Action: Pipestone County Fair Board- Delaney shared that staff has received a request from the Pipestone County Fair Board for council to wave the rental fees for the 60-65 picnic tables to be used for the Pipestone County Fair which the City has done numerous times in the past.

Motion was made by Swanson, seconded by Smidt, and unanimously carried to approve waiving the picnic table rental fees for the Pipestone County Fair Board.

Recreation Board Recommendations- Delaney stated that at the last two recreation board meetings, the board has discussed increasing Lifeguard and WSI Certified Lifeguards wages in effort to recruit and retain good employees. Upon the wage study, Rec Director Petersen and the Recreation Board are requesting that council consider increasing admission fees from \$3.00 to \$5.00 and also increasing the lifeguard wages the wages during the 2027 budget.

Motion was made by Swanson, seconded by Thompson, and unanimously carried to approve consideration of increasing the lifeguard wages and admission fees during the budget sessions for the 2027 season.

Community Survey Results & Planning-LaBrune shared results from the Community Recreation survey. LaBrune shared that 370 people responded to the survey and that she has received a few preliminary sketches and plans to what the potential new Recreation Center building could look like.

Bolton & Menk Planning Services Proposal- LaBrune shared a recommendation to the council to approve the planning services from Bolton & Menk's experienced planning staff to support the city's immediate and long-term development priorities and goals.

Mojra Hauenstein from Bolton & Menk introduced herself and stated that she would specialize in updating the zoning code, train staff and commission members, and that our partnership could be for a 6-month trial period and then re-evaluate in February.

Motion was made by Smidt, seconded by Thompson, and unanimously carried to approve the partnership with Bolton & Menk Planning Services and to re-evaluate the city's need for the relationship in February 2027.

Commercial Tax Abatement Policy- Delaney shared that city staff has made updates to the city's economic development tax abatement policy. Staff is recommending the council approve the new policy that will serve as another incentive program to help bring new businesses to Pipestone.

Motion was made by Swanson, seconded by Thompson, and unanimously carried to approve the new Commercial Tax Abatement Policy.

Personnel Policy Amendment- Delaney said that staff has requested an amendment to the personnel policy to have overtime and comp time earned on a daily basis rather than a weekly basis. The on-call staff are losing their overtime rate due to using vacation or sick time during their on-call week. Delaney stated that Pipestone County also utilizes this practice for their staff.

Motion was made by Thompson, seconded by Smidt, and unanimously carried to approve the Personnel Policy amendment to have overtime and comp time accrue daily and that paid time off collects as hours worked.

Resolution 2026-39: A Resolution Accepting Donations- Delaney shared that this Resolution accepts the following donations from:

- Deb Schroeder \$25 for general use.
- Sioux Valley Energy \$1,000 grant to purchase Communication Boards for the parks department.
- Grow SW MN/ Sioux Valley Energy \$800 grant to help with the purchase of a new Swing Set at Dr. Gerald Kennedy Park.

Motion was made by Swanson, seconded by Thompson, and unanimously carried to approve Resolution 2026-39: A Resolution Accepting Donations.

Resolution 2026-40: A Resolution Governing Write-In Vote Counting- Delaney shared that if approved this Resolution would save time for future elections in regards to write-in candidates for city office. This resolution would approve only recording write-in votes if they are equal to or greater than the fewest number of non-write-in votes for the same office.

Motion was made by Thompson, seconded by Smidt, unanimously carried to approve Resolution 2026-40: A resolution Governing Write-In Vote Counting.

COUNCIL LIAISON REPORTS

Administrator LaBrune- LaBrune shared updates on action items and projects she has been working on over the past month with department heads and other contractors for local projects currently underway.

Delaney- Delaney shared updates from the commissions he attended over the past month.

Swanson- Swanson shared updates from the utility meeting.

Smidt- No updates to share.

Colbeck- Absent

Thompson- July 8th Recreation Board Meeting and all the recommendations were brought to the council tonight.

CLOSING COMMENTS

Thompson reminded everyone of the Ambulance Chili Feed Fundraiser and grant applications are open for giving out local AED and first aid kits. Applications are due by July 31st, 2026.

ADJOURNMENT

Motion was made by Swanson, seconded by Thompson, and unanimously carried to adjourn the meeting at 8:07pm.

Dan Delaney
Mayor

ATTEST:

Megan DeWitte
City Clerk