

Pipestone, Minnesota
November 3, 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 3rd day of November, 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, Danielle Thompson, and Verdeen Colbeck. Absent: None. Others present: Mr. and Mrs. Gene Bloemendaal, Morgan and Chris Miller, James Vaghn, Shauna Kuehl, Erica Volkir, Janet Bush, Russ Bauer, Lee and Karen Blom, Kyle Kuphal, City Engineer Travis Winter, City Attorney Jason Hill via Zoom, Cable Access Coordinator Steve Moffitt, and Interim City Administrator – Clerk Stephanie LaBrune.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA – ADDITIONS, CHANGES OR DELETIONS

Motion was made by Colbeck, seconded by Swanson and unanimously carried to approve the agenda with the addition of item K. Resolution 2025-69: Resolution Consenting to a Transfer of Control of Franchise under new business.

CONSENT AGENDA

Mayor Delaney stated the consent agenda contains the October 20, 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 Smidt and unanimously carried to approve the consent agenda which consisted of the October 20, 2025 Regular Meeting Minutes, and Payment of Claims-Listing of Bills in the amount of \$404,393.91 for warrants #076112 to #076213.

COMMUNITY CONCERNS

None.

PUBLIC HEARING

Public Hearing to Consider Making Street and Utility Improvements on 2nd Avenue SW from 10th Street SW to 7th Street SW Pursuant to Minn. Stat. §429.011 to 429.11. The Area Proposed to be Assessed for Such Improvement is All Adjacent Parcels. The Estimated Cost of the Improvement is \$2,193,391.20.

Mayor Delaney stated, this public hearing allows the public to comment on the proposed street and utility improvements project planned for 2nd Ave. SW from 10th St. SW to 7th St. SW. Each property owner has been sent a letter with an estimated cost that could be assessed to their property if the council chooses to move forward with the project. He then said, Engineer Winter will speak about the improvements being made and the preliminary assessment roll is provided in the council packets.

Motion was made by Swanson, seconded by Thompson and unanimously carried to open the public hearing at 6:35 p.m.

Engineer Winter gave a PowerPoint presentation on the proposed 2nd Avenue SW project and explained that the estimated timeline is to have plans approved by February or 2026, construction to start in May and the final assessment hearing to be held in October of 2027. He added that the schedule could vary based on grant funding availability.

Gene Bloemendaal asked if private sewer lines and driveways would be updated with the project. Winter stated that the city would let each property owner know if their utilities were outdated and in need of being replaced.

Chris Miller who lives on a corner lot asked questions pertaining to the cost per foot on both sides of his property. He said he was assessed in 2023 for a different project. Winter explained that corner lots are looked at differently and said costs do increase from year to year.

James Vaghn shared that he has two lots and would like his main driveway widened. Winter stated that his request could be taken care of with the street project and the extra cost would be on the property owners. Vaghn also asked if the street would be widened. Winter stated that the street is now 30ft. and the standard width is 36ft so it is likely that the street would be widened.

Gene Bloemendaal asked if the city ever thought about only widening one side of the road. Winter stated that typically it makes the most sense not to do that.

Karen Blom asked if the sidewalks would be replaced. Winter replied yes.

Chris Miller asked who to contact with additional questions. Winter provided Miller with his contact information.

Motion was made by Smidt, seconded by Colbeck and unanimously carried to close the public hearing at 7:09 p.m.

REPORTS

Chamber of Commerce – Executive Director Erica Volkir provided the council with an update on past, current, and upcoming events taking place in Pipestone.

ENGINEERING

Pickleball Courts Pay Request No. 3 & 4 Final

Engineer Winter provided an update on the pickleball court project. He stated the project is now complete after the contractor completed the punch list and is recommending the project be closed out with approval of Pay Request No. 3 being paid to Duininck, Inc. in the amount of \$472.05 and Pay Request No. 4 being paid to Duininck, Inc. in the amount of \$12,186.28. Smidt stated that the surface is really smooth but the painting isn't even close. Thompson stated that she is satisfied with the final result.

Motion made by Colbeck, seconded by Thompson and unanimously carried to close out the pickleball court project by approving the payments of Pay Request No. 3 to Duininck, Inc. in the amount of \$472.05 and Pay Request No. 4 to Duininck, Inc. in the amount of \$12,186.28.

Airport AWOS Pay Request No. 1

Mayor Delaney stated, this Pay Request application completes payment for the installation of the new AWOS system, removal of the old AWOS, removal of the old non-directional beacon, and site restoration. He then said, Bolton & Menk project manager, Silas Parmar, is recommending council approval to pay Werner Bros Inc. \$88,207.50 for this pay request.

Motion made by Smidt, seconded by Thompson and unanimously carried to approve the payment of Pay Request No. 1 to Werner Bros Inc. in the amount of \$88,207.50.

2nd Street SE Street & Utility Improvements Pay Request No. 9 & Final

Engineer Winter provided an update on the 2nd St. SE project saying that the 2 blocks with cracked pavement has been replaced and the punch list is done. He added that he recommends council approval to pay, Pay Request No. 9 & Final due to Duininck, Inc. in the amount of \$33,069.57.

Motion made by Swanson, seconded by Thompson and unanimously carried to approve the payment of Pay Request No. 9 & Final to Duininck, Inc. in the amount of \$33,069.57.

OLD BUSINESS

Resolution 2024-62

Delaney shared, in a special work session, this evening, the council reviewed a report outlining the full scope of work that is needed to refurbish the Historic Carnegie Library building and also explained that the Minnesota Historical Society has granted \$122,162.00 to the City of Pipestone to complete repairing the east wall of the Carnegie Library Building. He also added that the deadline to complete the project is December 1, 2025, explaining that the council will need to make a decision on whether or not to apply for an extension.

Project costs and funding were discussed, with LaBrune sharing that a portion of the funds set aside for the match on the project were used to pay LHB for the full scope of work. Following discussion, Colbeck made a motion to have staff move forward with applying for a grant extension. The motion was seconded by Thompson and passed 3 to 2 with Delaney, Thompson, and Colbeck voting in favor of the motion and Smidt and Swanson voting against.

Smidt and Swanson both agreed that they want to be up to speed on exactly how much funding has been set aside for the Carnegie Library before making an official decision on whether or not to proceed with the project.

A second motion was then made by Colbeck, seconded by Thompson and unanimously carried to schedule a special meeting on November 7th at 9:00 a.m. to be able to gather more information on city funding and to consider making improvements to the Carnegie Library building and City Hall building due to running short on time during the 5:30p.m. special meeting.

NEW BUSINESS

Request for Council Action - Chamber

Erica Volkir from the Chamber of Commerce requested permission and assistance to produce the following holiday events:

- Charles and Dorie Sendelbach \$500.00 Lights at the Lodge event
- Pipestone Realty LLC \$100.00 Lights at the Lodge event
- Greg's Welding, Inc. \$100.00 Lights at the Lodge event
- Winter Title & Abstract Companies \$500.00 Lights at the Lodge event
- Pepsi Cola Bottling Co. \$100.00 Lights at the Lodge event
- A&S Drugs LLC \$100.00 Lights at the Lodge event
- O'Neill O'Neill & Barduson \$100.00 Lights at the Lodge event
- Darveaux Foods of Pipestone, Inc. \$200.00 Lights at the Lodge event
- Brownstone Book Fund 100 Books valued at \$1,000 to Encourage Reading

Motion made by Swanson, seconded by Thompson and unanimously carried to approve Resolution 2025-67: Resolution Accepting Donation(s).

Resolution 2025-68

Delaney said, Resolution 2025-68 is a resolution adopting the assessment roll for the 2023 street and utility improvements project. On October 20th, a public hearing was held on the proposed assessments. Following the public hearing, the city's engineer and staff followed up with property owners where changes to their assessments were warranted. He shared; the full assessment roll is included in the council's packets with the total of the assessment amount of \$1,126,773.26. The total cost will be assessed onto the property owner's taxes for a period of 10 years at five percent interest.

Motion made by Swanson, seconded by Thompson and unanimously carried to accept Resolution 2025-68 as read.

Adopt Sanitary Sewer Loan Program Assessments

Delaney explained that council approval is needed to authorize the assessment of \$131,426.82 for 26 new private sewer lines. He said, this year 26 property owners took advantage of the zero percent interest sanitary sewer loan program to update their private sewer services. The total cost will be assessed onto the property owner's taxes for a period of 7 years at zero percent interest.

Motion made by Smidt, seconded by Colbeck and unanimously carried to adopt the sanitary sewer assessment list and forward the assessments to the County Auditor to be included with the next 7 years' property taxes beginning with 2026 at a rate of zero percent interest.

Authorize Change in Bank Signers at First State Bank Southwest and First Farmers and Merchants Bank

Delaney said, due to personnel changes, a motion needs to be made to formally remove Deb Nelson as an authorized signer and user from all First State Bank Southwest and First Farmers and Merchants Bank accounts and add Stephanie LaBrune as a signer and user for all city bank and investment accounts.

Motion made by Colbeck, seconded by Thompson and unanimously carried to remove Deb Nelson as an authorized signer and user from all First State Bank Southwest and First Farmers and Merchants Bank accounts and add Stephanie LaBrune as a signer and user for all city bank and investment accounts.

Consider Appointment to Community Improvement Commission

Delaney shared; Dave Rambow has applied to serve on the community improvement commission and called for a motion to confirm the appointment.

Swanson made a motion to confirm the appointment of Dave Rambow to the Community Improvement Commission. The motion was seconded by Smidt and carried unanimously.

Approve Mike Bloemendaal's Performance Evaluation Summary

Delaney said, Michael Bloemendaal's annual evaluation was held on October 20, 2025 in closed session at the Pipestone City Council meeting. Stating, Mayor Dan Delaney and Council members, Rodger Smidt, Scott Swanson, Verdeen Colbeck, and Danielle Thompson unanimously agreed that the evaluation of Mike's performance is satisfactory and warrants a step increase effective July 1, 2025. The basis of the satisfactory evaluation was due to the following findings:

- Bloemendaal has great organizational skills with all of the departments he manages.
- Bloemendaal has a great personality and is compassionate to customers.
- Bloemendaal does a great job addressing public concerns and keeping up with public demands.
- Bloemendaal makes decisions in the best interest of the city.
- Bloemendaal's goals are to be more efficient by making plans to update equipment and office programs.

Motion made by Smidt, seconded by Colbeck and unanimously carried to approve Michael Bloemendaal's satisfactory performance evaluation and authorize a step increase effective 7-1-2025.

Approve Jody Wacker's Performance Evaluation Summary

Delaney shared, Jody Wacker's annual evaluation was held on October 20, 2025 in closed session at the Pipestone City Council meeting. Mayor Dan Delaney and Council members, Rodger Smidt, Scott Swanson, Verdeen Colbeck, and Danielle Thompson unanimously agreed that the evaluation of Jody's performance is satisfactory and warrants a step increase effective January 1, 2025. The basis of the satisfactory evaluation was due to the following findings:

- Wacker has done an excellent job with the transition and development of a new library.
- Wacker has a contagious and welcoming personality.
- Wacker does a great job obtaining grants and funding to provide unique programs for all of the library's patrons.
- Wacker is proactive and has worked hard to collaborate with other local organizations to provide programming opportunities outside of the library.
- Wacker is fiscally responsible and makes decisions in the best interest of the city.
- Wacker's goals are to increase the library's reach to middle school and high school students, create an outdoor green space, and add more ADA signs in the library.

Motion made by Swanson, seconded by Smidt and unanimously carried to approve Jody Wacker's satisfactory performance evaluation and authorize a step increase effective 1-1-2025.

Consider Amendment to Personnel Policy

Delaney said, due to the new Minnesota Paid Family Medical Leave law, new language needs to be added to the personnel policy. The new language is included in the council packet. Additionally, a request was made to the personnel committee from staff to change the hours of operation at City Hall from 8am – 5pm to 8am – 4:30pm. With this change, staff at city hall would receive a ½ hour lunch period rather than a 1 hr. lunch period. He added, the personnel committee is recommending the council approve the change in working hours.

Motion by Smidt, second by Thompson, and unanimously carried to authorize the amendments to the Personnel Policy as presented.

Resolution 2025-69

Delaney said, this resolution will authorize the consent of a Pro Forma Asset Transfer from the franchisee Clarity Telecom, LLC and Bluepeak subsidiary, who currently holds a cable television franchise agreement with the city. The Bluepeak Subsidiary will assume all duties, rights and responsibilities pertaining to the operation of the cable television system pursuant to the Franchise granted by the City, which will continue unchanged in full force and effect. Delaney then said, the city’s franchise Attorney, Brian Brogan, with Moss and Barnett drafted this resolution and is recommending council approval.

Motion by Swanson, seconded by Thompson, and unanimously carried to approve Resolution 2025-69: Resolution Consenting to a Transfer of Control of Franchise.

CLOSING COMMENTS

None.

ADJOURNMENT

Motion was made by Thompson, seconded by Smidt, and carried unanimously to adjourn the meeting at 8:10 p.m.

Dan Delaney
Mayor

ATTEST:

Stephanie LaBrune
Interim City Administrator - Clerk