

Pipestone, Minnesota
March 17, 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 17th day of March 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: Jill Toering, Myron Koets, Kyle Kuphal, City Attorney Jason Hill via Zoom, Silas Parmar, 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 Colbeck, seconded by Thompson, and unanimously carried to approve the agenda as presented.

CONSENT AGENDA

Mayor Delaney stated the Consent Agenda contains the March 3, 2025, Regular Meeting Minutes, the February Financial Reports, 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 Smidt and unanimously carried to approve the Consent Agenda items which consisted of the March 3, 2025, Regular Meeting Minutes, the February Financial Reports, and the Payment of Claims-Listing of Bills in the amount of \$385,604.13 for warrants #074414 to #074506 to be issued in payment thereof.

COMMUNITY CONCERNS

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

PRESENTATIONS

ACE of Pipestone County

Jill Toering gave a presentation about ACE, Advocate Connect Educate, sharing with the council that her goal is to increase volunteers within the city. She also let the city know that she would be willing to partner with the city on volunteer efforts.

Casey Jones Trail Event

Myron Koets, shared information on an upcoming bike event on May 17th. He said the event will begin at Moore Park in Pipestone with a route that will take participants to the Indian Lake trail, the city of Woodstock and then back to the city of Pipestone. Additionally, he said that he would like to have more representation from the city and suggested that the city should consider having a city council member serve on the Casey Jones Trail Committee. Myron continued his presentation by sharing future goals of the committee which included potential future trail locations.

ENGINEERING

Bid Award for 2025 AWOS Project

Mayor Delaney stated on March 5th three bids were received for the 2025 AWOS Replacement project at the airport. The bids were:

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|-----------------------------|--------------|
| 1. Werner Brothers Inc. | \$92,850.00 |
| 2. Neo Electrical Solutions | \$110,320.00 |
| 3. Vinco, Inc. | \$118,230.00 |

Delaney then invited Silas Parmar, the Aviation Project Manager with Bolton & Menk to speak. Parmar stated that he is recommending the city award the project to the lowest bidder Werner Brothers Inc. contingent upon the issuance of a State grant. Parmar explained that the Werner Brothers is a reputable company that is familiar with the Pipestone Airport and went onto say that MNDOT is covering one hundred percent of the project to fully furnish and install the new AWOS system.

Motion was made by Smidt, seconded by Swanson and unanimously carried to award the AWOS project bid to Werner Bros. Inc. contingent upon receiving a State grant to cover the costs of the project.

NEW BUSINESS

Resolution 2025-21

Mayor Delaney stated on February 19th the City Board of Adjustments and Appeals held a variance public hearing on an application by Chandler Feed Company to construct seven (7) new accessory structures that would exceed the maximum 15-foot height limitation for accessory structures in the Highway Business District. The property is located at 113 8th Ave NE. Following the public hearing, the board made a recommendation to the council to approve the variance with the condition that the applicant applies with all local, state, and federal building, zoning, air navigation, and floodplain requirements.

Motion was made by Smidt, seconded by Colbeck and unanimously carried to approve Resolution 2025-21: Resolution granting a variance to construct accessory structures that exceed the allowed maximum height on property located at 113 8th Avenue NE in the City of Pipestone.

Resolution 2025-22

Delaney said this resolution approves plans and specs and orders advertisement for bids on the proposed 80ft. x 80ft. hangar at the airport. Bolton & Menk will prepare and publish the advertisement for bids for three (3) weeks, and bids will be accepted until 6:30 p.m. on April 21, 2025. All bids will be publicly opened and read at approximately 6:30 p.m. that same evening in the council chambers of the city hall. Bids will then be tabulated and will be considered by the council at the 6:30 p.m. city council meeting on May 5, 2025.

Parmar also spoke about the project saying that the project will be funded with funds from the 2021 25-million-dollar bipartisan bill that was passed by congress. He said the funds the city received were banked from 2022, 2023, and 2024 and staff had recommended that the funds be used for a larger project. Parmar said the hangar should bring in more aircrafts and allow for more fuel sales. Nelson stated that the project was put into this year's budget.

Motion made by Smidt, seconded by Thompson, and unanimously carried to approve Resolution 2025-22: A Resolution Approving Plans and Specifications and Ordering Advertisement for Bids.

Resolution 2025-23

Delaney said on January 21st the city council adopted a resolution to order the pavement improvement to industrial road and on February 18th the city council held a public hearing to hear comments on the proposed improvement and assessment of the project. He continued by saying the resolution if approved will order the improvement of Industrial Road and the preparation of plans. Delaney said the project has been talked about for years and the utility commission is recommending that the council move forward with the project. He said the road is only a short length but used by a lot of trucks and funding is available in the street department.

Motion made by Smidt, seconded by Swanson, and unanimously carried to approve Resolution 2025-23: A Resolution ordering improvement and preparation of plans.

Carnegie Library Scope of Work Proposal

Delaney explained that material prices have skyrocketed since the last proposal on the Carnegie Library was done in 2019 and said that there could also be additional damage that has occurred in the last 5 years. He said the first step to get the ball rolling is to do another full scope of work. Delaney also informed the council that the Heritage Preservation Commission has also sent a letter to the council supporting the project.

Delaney then entertained a motion to approve the proposal of \$42,400. Thompson then questioned if the proposal is just to look at the building. Delaney said yes, the exterior of the building only. Swanson stated that the council still needs to know what the cost will be to fix the inside. Delaney then responded by saying that the building is going to cost the city money whether its rehabilitated or torn down and said that the city does not have the money so it will need to be fixed in stages with grant money. Smidt said Swanson is asking what the total costs are including the inside and asked if the \$42,400 cost of the proposal or the cost to repair the roof could be covered by the grant that the city was offered. Delaney said no and continued by saying that the council needs to make a decision on it and be good stewards of public property.

Delaney then made a motion to move forward with approving the \$42,400 proposal from LHB to conduct a full scope of work on the exterior of the Carnegie Library building. The motion was seconded by Colbeck and carried unanimously.

Housing and Redevelopment Authority (HRA) Board Appointments

Delaney shared that the City Attorney had done some research on concerns revolving around the HRA commission. Attorney Hill then explained to the council that he had written a memo addressing the concerns and the memo was sent to the HRA Director and included in the council packets. He stated that the State Statute says the members must reside within the territorial boundary of the city and further explained that records show that there are agreements in place to operate outside of the boundaries of the city; however, the territorial boundaries do not change. Hill stated that he would like to see a written agreement in place to make things clearer between the city and the HRA.

Delaney said he talked to Tammy Manderscheid the HRA Director and she did say that it was not their intent to do anything wrong. He also said that he felt it was not the HRA commission member's fault. Delaney then said at the recommendation of the HRA, he is recommending the appointment of Travis Lund, Daniel Guardado, and Jada Schumann to the HRA Board.

Motion made by Colbeck, seconded by Thompson, and unanimously carried to approve the mayor's appointment of Travis Lund, Daniel Guardado, and Jada Schumann to the Housing and Redevelopment Authority board.

Solar Energy Estoppel Certificate

Attorney Hill explained the estoppel, sharing that the original lease that the city holds on the solar field near north Hiawatha is being purchased by another company and the buyer is wanting confirmation from the city that everything is kosher. Hill said he recommends the approval of the certificate of estoppel.

Motion by Swanson, seconded by Smidt, and unanimously carried to approve signing the estoppel certificate for the solar lease near north Hiawatha Ave.

Approve Hiawatha Lodge Event Vendor(s)

Delaney said City Administration is recommending Council approve on-sale liquor license vendor, Utopian Paradise, LLC. to serve alcohol at the Hiawatha Lodge for two events on:

- March 18, 2025
- April 12, 2025

He explained in the past; the city held an exclusive alcohol dispenser agreement with one sole vendor which allowed alcohol to be served at any event at the Hiawatha Lodge. Currently, there are no licensed on-sale liquor license vendors willing to hold an exclusive annual agreement with the city. Therefore, city administration is recommending that the city operate according to MN State Statute 340A.404 Subd. 4. which allows the governing body of a municipality to authorize any holder of a retail on-sale intoxicating liquor license issued by the municipality or by an adjacent municipality to dispense intoxicating liquor at the Hiawatha Lodge. Moving forward, Council will need to approve each event and vendor where alcohol is being served at the Hiawatha Lodge. City staff will be reaching out to all on-sale intoxicating liquor license vendors in Pipestone County to form an alcohol vendor list for renters to utilize when renting the Hiawatha Lodge.

Motion by Thompson, seconded by Smidt, and unanimously carried to approve on-sale liquor license vendor, Utopian Paradise, LLC. to serve alcohol at the Hiawatha Lodge for two events on March 18, 2025 and April 12, 2025.

Fire Services Agreement

Delaney explained the Pipestone Fire Department recently received a request by the Holland Fire Department to assist in two practice grassland burns. He said City Attorney Hill is recommending that the city enter into a fire services agreement to ensure protection for both agencies. This agreement will terminate following the completion of the grass burns.

Motion by Thompson, seconded by Colbeck, and unanimously carried to sign the fire services agreement.

CLOSING COMMENTS –

Councilmember Thompson shared that a new Plum Creek got a new courier van called Vincent Van Gogh.

Mayor Delaney reported that there are unlicensed solicitors and tree service companies going door to door and also leaving their business cards on resident's doors. He said that these businesses are not licensed with the city and reminded residents that they can always ask any solicitor to see a copy of their city permit to ensure that they are legitimate and have a city license.

ADJOURNMENT

Motion made by Swanson, seconded by Smidt, and unanimously carried to adjourn the meeting at 7:38 p.m.

Dan Delaney
Mayor

ATTEST:

Stephanie LaBrune
Assistant City Administrator / City Clerk