

Pipestone, Minnesota
May 5, 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 5th day of May 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: Nelson Vanderpol, Kyle Kuphal, Water-Wastewater Superintendent Joel Adelman, City Attorney Jason Hill via Zoom, City Engineer Travis Winter, 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 Thompson, seconded by Colbeck, and unanimously carried to approve the agenda as presented.

CONSENT AGENDA

Mayor Delaney stated the Consent Agenda contains the April 21, 2025 Regular Meeting Minutes, 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 Swanson, seconded by Thompson and unanimously carried to approve the Consent Agenda items which consisted of the April 21, 2025 Regular Meeting Minutes, and the Payment of Claims-Listing of Bills in the amount of \$215,675.95 for warrants #074771 to #074848 to be issued in payment thereof.

COMMUNITY CONCERNS

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

Mayor Delaney invited Vanderpol to the podium. Vanderpol stated that he is a resident of 904 2nd St. S.W. and have lived there for 54 years. He said he is concerned about utility fees for snowbirds. He explained that he goes away to Arizona for five plus months and the city's water and sewer fees are too much. He said his bill this last month was \$77.87 and shared that he called Luverne and they only charge \$40.00 total for five months for a snowbird. He also said he called Marshall and they only charge \$187.50 for five months for a snowbird and Slayton only charges \$120.00 for five months. He then said there is a huge difference and asked if there could be a compromise worked out. Delaney stated that the council cannot act during community concerns.

PRESENTATION

Ordinance 166, Fourth Series Amending City Code Utility Service Line Regulations

Water-Wastewater Superintendent, Joel Adelman, gave a brief presentation of the proposed utility service line regulation amendments in Ordinance 166, Fourth Series. Adelman explained that the policy for years had the curb stop as the dividing point for water service lines with the property owner sharing in 50% of the cost of the curbstop and covering 100% of the cost of the waterline

to their home. Additionally, he said that the property owner was responsible for 100% of their sewer main from their home to the city's sewer main. He went on to say that digging up to street to replace a sewer line can be costly for a homeowner. He said the proposed ordinance will end up costing the city more money but it should be a better solution in the long run.

Delaney stated that he feels the street is everyone's responsibility. Adelman continued by saying if the ordinance is passed, going forward the property line will be the dividing line for water and sewer utility upgrades or repairs. He added by saying any new development would have to pay for everything to the city's mains. Engineer Winter said the assessment policy that was just adopted reflects this ordinance as well. Adelman also warned the council that his repair and maintenance budgets will be significantly higher and the city will need to make sure and budget accordingly.

LEGAL

Ordinance 165, Fourth Series

Delaney stated Ordinance 165, Fourth Series 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. This Ordinance was introduced on April 21st and is now ready for council consideration.

Motion was made by Colbeck, seconded by Thompson and unanimously carried to adopt Ordinance 165, Fourth Series: 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.

Ordinance 166, Fourth Series

Delaney stated Ordinance 166, Fourth Series is an Ordinance Amending Chapters 50 and 91 of the City Code Regarding the Regulation of Utility Service Lines in the City. He said a presentation was given this evening by Water/Wastewater Superintendent Joel Adelman and the Ordinance is now ready for council consideration.

Motion was made by Swanson, seconded by Thompson and unanimously carried to adopt Ordinance 166, Fourth Series: An Ordinance Amending Chapters 50 and 91 of the City Code Regarding the Regulation of Utility Service Lines in the City.

ENGINEERING

PAPI & REIL Pay Request No. 4 & Final

Engineer Winter stated that the contractor has completed the project and the retainage is ready to be released with the approval of pay request no. 4.

Motion was made by Swanson, seconded by Thompson and unanimously carried to approve pay request no. 4 for the PAPI & REIL project at the airport in the amount of \$12,442.00 to Werner Bros. Inc.

NEW BUSINESS

Request for Council Action – Performing Arts Center

Delaney shared that the Pipestone Performing Arts Center is requesting permission to place four (4) flags right outside the Performing Arts Center (see attached photos) on the curb to promote the

upcoming musical comedy “HONK!” – the musical tale of the Ugly Duckling. Show dates are June 19th – 22nd and June 26th – 29th. Flags would be flown downtown on the curb after Memorial Day and during the entire month of June. The flags will include the show title and performance dates. This has been approved in the past.

Colbeck asked if the flags could be removed for flag day so the American flags could be put up.

Motion made by Thompson, seconded by Smidt, and unanimously carried to approve the Pipestone Performing Arts Center’s request as presented with the condition that their flags are removed for flag day.

Request for Council Action – Relay for Life

Delaney informed the council that the Pipestone Relay for Life Committee is requesting the use of six (6) picnic tables and four (4) 95-gallon garbage totes for their planned taco drive thru fundraiser event at Dave’s Guns on May 15th. He said this is a new event; however, the city has assisted the Relay for Life Committee with past events.

Resolution 2025-27

Delaney said this resolution if approved will grant a variance for First State Bank Southwest to install a second sign that exceeds the required size limitation at 202 8th Avenue SE in the City of Pipestone. The Board of Adjustments and Appeals held a public hearing on this variance on April 8th and is recommending the council approve the variance request.

Motion was made by Swanson, seconded by Thompson and unanimously carried to approve Resolution 2025-27: A Resolution Granting a Variance to Install a Second Sign that Exceeds the Required Size Limitation at 202 8th Avenue SW in the City of Pipestone.

Resolution 2025-28

Delaney stated the Pipestone Area Friends of the Library has donated \$1,367.68 in books and prize items to the library and the books will increase the library’s collection and the prize items will be used for the promotion of National Library Week. He shared that this resolution accepts the donation.

Motion was made by Colbeck, seconded by Thompson, and unanimously carried to approve Resolution 2025-28: A Resolution Accepting Donations.

Resolution 2025-29

Delaney said this resolution is to approve the engineers plans and specifications and order the advertisement of bids for the Industrial Road project. He further explained that it is planned for bids will be accepted until 6:30p.m. on June 2, 2025 and for the council to consider awarding a bid at their June 16th council meeting.

Motion by Swanson, seconded by Smidt, and unanimously carried to approve Resolution 2025-29: A Resolution Approving Plans and Specifications and Ordering Advertisement for Bids.

Resolution 2025-30

Delaney said at the last council meeting two bids were received for the 80x80 airport hangar project. He explained that Silas Parmar with Bolton & Menk has reviewed the bids and is

recommending the council approve the low bid of \$803,732.46 from Everstrong Construction Inc. of Redwood Falls, MN. Engineer Winter explained that the total cost of the project to the city will be approximately \$24,000. He said the remaining funding will come from funds received from a bipartisan infrastructure bill.

Motion by Swanson, seconded by Colbeck and unanimously carried to award the 80x80 project bid to the low bidder Everstrong Construction Inc. of Redwood Falls, MN in the amount of \$803,732.46.

Proposal for Professional Services

Delaney said at the November 18, 2024 council meeting, the city council authorized Bolton & Menk's proposal to complete design and bid administration services for the construction of an 80x80 hangar at the airport. Bolton & Menk has now provided the council with a Proposal for Professional Services which will include construction administration services. He said, the proposal is included in the council packets and the total sum of the proposal is \$80,000 of which \$76,000 (95%) will be paid by Federal Funding, \$2,000 (2.5%) will be paid for by State Funding, and the city will be responsible for the remaining \$2,000 (2.5%). Winter stated that the \$2,000 cost to the city was included in is \$24,000 total cost estimate he shared with the council earlier.

Motion made by Swanson, seconded by Colbeck, and unanimously carried to approve signing the proposal to work with Bolton & Menk on the design and administration of the 80x80 airport hangar.

Appointment of Interim Accounts Payable – Administrative Assistant

Delaney said with the recent resignation of the Accounts Payable-Administrative Assistant, Administrator Nelson is proposing to appoint Ashley Wiese, current Administrative Assistant, as the interim Accounts Payable-Administrative Assistant. Council approval is needed to confirm the appointment. Nelson said that position will for about 3 months and serve as a probationary period for Wiese.

Motion made by Swanson, seconded by Thompson, and unanimously carried to approve Ashley Wiese as the Interim Accounts Payable – Administrative Assistant.

Authorize Advertisement for Interim Administrative Assistant

Delaney said Nelson is requesting approval to advertise for an Interim Administrative Assistant to assist with front desk duties. Nelson informed the council that the position would be a 3-month interim position that would likely turn into a full-time position.

Motion made by Colbeck, seconded by Thompson, and unanimously carried to approve advertising for an interim Administrative Assistant.

Fireworks License

Delaney said Coborn's Incorporated is requesting to sell Minnesota legal fireworks at their store in Pipestone. He shared that the Fire Chief and Building Official have signed off on this application and the City Clerk is recommending the approval of the Fireworks License for Coborn's.

Motion by Thompson, seconded by Colbeck, and unanimously carried to approve the 2025 annual firework's license for Coborn's Incorporated.

Provider Appreciation Proclamation

Delaney read a Provider Appreciation Day Proclamation, sharing that the city of Pipestone is declaring May 9, 2025 as Provider Appreciation Day and urging all citizens to recognize Child Care Providers for their important work, and how valuable they are for our communities. He said they are the workforce behind the workforce.

CLOSING COMMENTS –

Mayor Delaney shared that there would be some warranty work done on 2nd St. S.E. starting on May 7th and going on through the end of May.

Councilmember Swanson reminded everyone of cleanup week and stated that once the city has gone by your house, they will not come back.

Councilmember Smidt asked that people do not put anything on anyone else's curb for cleanup week. He said he has heard some complaints about it.

Colbeck shared that PCMC is hosting a 5K for Parkinson's on May 8th at the Paulsen Field Complex.

ADJOURNMENT

Motion made by Swanson, seconded by Thompson, and unanimously carried to adjourn the meeting at 7:02 p.m.

Dan Delaney
Mayor

ATTEST:

Stephanie LaBrune
Assistant City Administrator / City Clerk