



City Council Regular Meeting Agenda

September 21, 2026 at 6:30 PM

Pipestone City Hall- 119 2nd Ave SW #9, Pipestone, MN 56164

- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance**
- 3. Approve Agenda – Additions, Changes, Or Deletions**
- 4. Consent Agenda**

All items listed with asterisks () are considered routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member, City staff or citizen so requests in which case, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- 5. **Approval of Minutes**
 - [A.](#) September 8, 2026 Special Meeting Minutes
 - [B.](#) September 8, 2026 Regular Meeting Minutes
- 6. Community Concerns (Maximum 3 Minutes Per Person)**
- 7. Public Hearings, Petitions, and Bid Openings**
- 8. Legal**
- 9. Engineering**
 - [A.](#) Carnegie Library Project Pay Request No. 1
 - [B.](#) Consider Bid Recommendation
- 10. **Financial**
 - [A.](#) Payment of Claims-Listing of Bills
 - [B.](#) August Financial Report
- 11. Old Business**
 - [A.](#) Annual Hord Farms Dust Control Agreement
- 12. New Business**
 - [A.](#) Resolution 2026-47: A Resolution Accepting Donations

- B. Resolution 2026-48: A Resolution Establishing the Preliminary Tax Levy Payable 2027
- C. Request for Council Action - Relay for Life
- D. Request for Council Action - Pipestone Area Elementary Booster Club
- E. Request for Council Action- Chamber of Commerce
- F. Schedule Public Hearing for the Proposed Assessment of Unpaid Municipal Services and/or Utilities

13. Council Liaison Reports

14. Closing Comments

15. Adjournment

Pipestone, Minnesota
September 8, 2026

Pursuant to due call and notice thereof, a special meeting of the Pipestone City Council was duly held in-person in the Municipal Building at 4:00 p.m. on the 8th day of September, 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 Verdeen Colbeck. Absent: Danielle Thompson. Others present: Library Director Jody Wacker, Rec Director Robert Petersen, Community Development Director Justin Schroyer, Kyle Kuphal, Cable Access Coordinator Steve Moffitt, City Administrator Stephanie LaBrune, and City Clerk Megan DeWitte.

The purpose of the special meeting is to conduct the City Council Work Session to discuss the 2027 preliminary budget.

AJDOURNMENT

Motion was made by Swanson, seconded by Colbeck and unanimously carried to adjourn the meeting at 4:45pm.

Pipestone, Minnesota
September 8, 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 8th day of September, 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 Verdeen Colbeck. Absent: Danielle Thompson. Others present: Kyle Kuphal, City Attorney Jason Hill via Zoom, Cable Access Coordinator Steve Moffitt, Assistant City Administrator Stephanie LaBrune, City Clerk Megan DeWitte, Community Development Director Justin Schroyer, Nick Grahek, Derek Behrens via Zoom, Darrin DeKam, David Kor, and Andy Kooiker.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA – ADDITIONS, CHANGES OR DELETIONS

Mayor Delaney mentioned changes needed were under New Business Item B. the public hearing date needs to be changed to October 5, 2026 and add Item F Resolution 2026-46 A Resolution Declaring a Vacancy in office. Motion was made by Smidt, seconded by Colbeck and unanimously carried to approve the agenda with the changes to New Business Item B public hearing date change to October 5, 2026 and add Item F Resolution 2026-46.

CONSENT AGENDA

Mayor Delaney stated the consent agenda contains the August 17, 2026 Regular Meeting Minutes, and Payment of Claims-Listing of Bills and asked if there was any discussion regarding these items.

Motion was made by Colbeck, seconded by Swanson and unanimously carried to approve the consent agenda which consisted of the August 17, 2026 Regular Meeting Minutes, and Payment of Claims-Listing of Bills in the amount of \$1,272,700.18 for warrants #078225 to #078388.

COMMUNITY CONCERNS

David Kor, resident of 121 4TH Ave SE brought a concern regarding the sidewalks near his residents that continue to buckle. Kor mentioned the sidewalks across the street are having the same issues.

BID OPENING

Delaney asked Nick Grahek, of Bolton and Menk, to review the received bids for the Pipestone Municipal Airport Fuel Systems Replacement Project. Grahek mentioned that the bids closed at 6:30pm and that one bid was received from \$1,271,970 with a bid alternate one for increased size jet A tank in the amount of \$20,270.00 and bid alternate two for the card reader shelter in the amount of \$11,950.00. The bid was received from Urban Companies which is the same company that bid previously at total \$1,304,198.00 with the alternates.

LEGAL

None.

ENGINEERING

Mayor Delaney stated that there has been request made to pay for the 2026 Street and Utility Improvements Project for the amount of \$463,179.91. It is the second pay request and is to be paid to Duininck, Inc. Derek Behrens shared details of what this pay request cost would be applied for.

Motion was made by Smidt, seconded by Swanson, and unanimously carried to approve the 2026 Street and Utility Improvements Pay Request No.2 for the amount of \$463,179.91 to be paid to Duininck, Inc.

Mayor Delaney state that there is a pay request for the 2026 Lead Service Line Replacement Project for the amount of \$243,824.62, to be paid to TE Underground LLC, and this is the second pay request for that lead service line replacement project. Engineer Behrens state that TE Underground has about three-fourths of the services completed and that the project is going well.

Motion was made by Swanson, seconded by Colbeck and unanimously carried to approve the 2026 Lead Service Line Replacement Project Pay Request No. 2, to TE Underground LLC for the amount of \$243,824.62.

Mayor Delaney stated that there is a pay request for the Safe Routes to School Project, to be paid to Hulstein Excavating LLC, for the amount of \$54,094.19 and this is the third pay request the city has received for the SRTS project. Derek Behrens stated that the project is ready to wrap up and the crews will be doing the seeding by the end of the week and they have addressed the drainage issues over by Storybrook apartments. There is a two- year warranty for the project.

Motion was made by Smidt, seconded by Swanson, and unanimously carried to approve Pay Request No. 3, to Hulstein Excavating LLC, for the amount of \$54,094.19, for the Safe Routes to School Project.

NEW BUSINESS**Consider Personnel Committee Recommendation to Approve Updated Job Descriptions and Pay Scale Placement for Library Personnel**

Delaney said that the Personnel Committee met with the administrator and library staff and that it was found that the Library Staff have been grossly underpaid and both job descriptions have been re-evaluated. LaBrune said that both job descriptions were done under a new wage study under the Gallagher wage study and that with all the research it was found that they have been underpaid so the city and Personnel Committee would like to get them updated.

Motion was made by Swanson, seconded by Colbeck, and unanimously carried to approve the recommendation of the Personnel Committee to approve updated job descriptions and pay scale placement for the Library Personnel.

Schedule Public Hearing on October 5, 2026 at 6:30pm Regarding Proposed Tax Abatement

Delaney shared that DVKH Properties is proposing to build a commercial car wash at 120 8th Ave NE in Pipestone and have submitted an application for a proposed tax abatement. Staff is suggesting the council hold a public hearing on October 5th at 6:30pm regarding the proposed tax abatement.

Motion was made by Smidt, seconded by Colbeck, and unanimously carried to hold a public hearing on October 5, 2026 at 6:30pm regarding the Proposed Tax Abatement.

Schedule Special Council Meeting on October 8, 2026 at 5:30pm for Zoning Ordinance Workshop

Delaney shared that city staff in coordination with Bolton & Menk will be holding an education workshop with the Planning Commission and the City Council to discuss future updates to the City’s Codebook pertaining to planning and zoning. Due to there being a quorum the council needs to schedule a special meeting on October 8, 2026 at 5:30pm.

Motion was made by Colbeck, seconded by Swanson, and unanimously carried to approve the special meeting on October 8, 2026 at 5:30pm.

Resolution 2026-44: A Resolution Adopting a 23-Foot Rear Yard Variance Located at 901 7th Street SW Pipestone, Minnesota PID 18.600.0550

Delaney shared Wade and Debra Smith submitted an application for a 23-foot variance to the City of Pipestone to construct an addition on to a structure on property located at 901 7th Street SW. A public hearing was held by the City Board of Adjustment and Appeals on August 27, 2026. One public comment was received supporting the project and the recommendation from the Board is for council to approve the variance.

Motion was made by Smidt, seconded by Swanson, and unanimously carried to approve Resolution 2026-44: A Resolution Adopting a 23-Foot Rear Yard Variance for Wade and Debra Smith at 901 7th Ave SW.

Resolution 2026-45: A Resolution Accepting Donations

Delaney said that this resolution would adopt the following donations:

Pepsi Cola Bottling Company	\$6,198.75- New Rec Center Gymnasium Floor
First Bank and Trust	\$2,066- New Rec Center Gymnasium Floor
In Memory of Ronald Erickson	\$150- New Woodlawn Cemetery

Motion was made by Colbeck, seconded by Swanson, and unanimously carried to approve Resolution 2026-45: A Resolution Accepting Donations.

Resolution 2026-46: A Resolution Accepting the Councilmember Resignation

Delaney shared that this resolution would be accepting the formal resignation of Councilmember Danielle Thompson from the City Council effective today, September 8, 2026. If approved the resolution would allow staff to publish a notice of vacancy to fill the vacant position.

Motion was made by Swanson, seconded by Smidt, and unanimously carried to approve Resolution 2026-46 accepting the resignation of Councilmember Danielle Thompson from city council effective September 8, 2026.

COUNCIL LIAISON REPORTS

Councilmember Smidt shared that the Fire Relief had met and discussion was held about the retirement of one member and the response distance and time for fire calls.

Councilmember Colbeck announced that the Veterans Memorial will be serving burgers at the Chamber Cruise-In and the Country Club Gala will be held on October 17th at the Country Club.

ADJOURNMENT

Motion was made by Colbeck, seconded by Smidt, and unanimously approved to the adjourn the meeting at 6:52pm.

AIA Type Document
Application and Certification for Payment

Section 9, Item A.

Page 1 of 2

TO (OWNER): City of Pipestone
701 Washington Avenue North
Suite 200
Pipestone, MN 56164

PROJECT: Pipestone Carnegie Library

APPLICATION NO: 1
PERIOD TO: 8/31/2026

DISTRIBUTION TO:
_ **OWNER**
_ **ARCHITECT**
_ **CONTRACTOR**

FROM (CONTRACTOR): Innovative Masonry Restoration
16264 Lakeside Ave SE
Prior Lake, MN 55372

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Type Document is attached.

1. **ORIGINAL CONTRACT SUM** \$ 280,000.00
2. **Net Change by Change Orders** \$ 0.00
3. **CONTRACT SUM TO DATE** (Line 1 + 2) \$ 280,000.00
4. **TOTAL COMPLETED AND STORED TO DATE** \$ 8,775.00
5. **RETAINAGE:**
- a. 0.00 % of Completed Work \$ 0.00
- b. 0.00 % of Stored Material \$ 0.00
- Total retainage (Line 5a + 5b) \$ 0.00
6. **TOTAL EARNED LESS RETAINAGE** \$ 8,775.00
(Line 4 less Line 5 Total)
7. **LESS PREVIOUS CERTIFICATES FOR PAYMENT**
(Line 6 from prior Certificate) \$ 0.00
8. **CURRENT PAYMENT DUE** \$ 8,775.00
9. **BALANCE TO FINISH, INCLUDING RETAINAGE**
(Line 3 less Line 6) \$ 271,225.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order	0.00	

The Undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that current payment shown herein is now due.

CONTRACTOR: Innovative Masonry Restoration
16264 Lakeside Ave SE Prior Lake, MN 55372

By: Harvey Dhillon Date: 09/11/2026

ARCHITECT'S CERTIFICATE FOR PAYMENT

In Accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ **\$8,775**

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: _____
By: [Signature] Date: 9/11/2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

AIA Type Document
Application and Certification for Payment

Section 9, Item A.

Page 2 of 2

TO (OWNER): City of Pipestone
701 Washington Avenue North
Suite 200
Pipestone, MN 56164

PROJECT: Pipestone Carnegie Library

APPLICATION NO: 1
PERIOD TO: 8/31/2026

DISTRIBUTION TO:
_ **OWNER**
_ **ARCHITECT**
_ **CONTRACTOR**

FROM (CONTRACTOR): Innovative Masonry Restoration
16264 Lakeside Ave SE
Prior Lake, MN 55372

VIA (ARCHITECT):

ARCHITECT'S
PROJECT NO:

CONTRACT FOR:

CONTRACT DATE:

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
1	Mobilization	24,400.00	0.00	0.00	0.00	0.00	0.00	24,400.00	0.00
2	General Requirements	38,850.00	0.00	8,775.00	0.00	8,775.00	22.59	30,075.00	0.00
3	Masonry Restoration	216,750.00	0.00	0.00	0.00	0.00	0.00	216,750.00	0.00
REPORT TOTALS		\$280,000.00	\$0.00	\$8,775.00	\$0.00	\$8,775.00	3.13	\$271,225.00	\$0.00



PO BOX 725 PIPESTONE MN 56164 507.825.5462

Dust Mitigation Plan in relation to new corn receiving pit

- Work being done at the Hord Feed & Grain Mill will not increase traffic at that facility. The work is allowing for better flow of traffic coming through the mill on a daily basis.
- HFG has implemented the use of a contracting service to apply a dust control product to the driveways of the facility and will continue this process on a schedule going forward.
- The new corn receiving pit will have a concrete exit to the street eliminating dust from a stone driveway in that area.
- The new pit will be equipped with dust control measures. Along with those measures, HFG will have the ability to close the exit door of the pit while unloading if necessary.

Hord Feed & Grain Dust control Upgrades

- Installed baffles below pit grates to increase dust control while dumping corn. (Completed January 2025)
- Installed a vacuum system which pulls the dust from the corn dump pit into the vacuum. This in conjunction with the baffles has greatly reduced any dust emissions at the new corn dump. (Completed August 2025)

Primary Contact

Greg Staatz

Feed Mill Manager

greg.staatz@hordfarms.com

507-215-0294

Secondary Contact

Cal Hulstein

Project Manager

cal.hulstein@hordfarms.com

507-215-1250

520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300
800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

***Sent via email on July 31, 2025**
July 31, 2025

Greg Staatz, Manager
Hord Feed & Grain
401 4th St SE
Pipestone, MN 56164

RE: MPCA Air Compliance Evaluation
Hord Feed & Grain, Pipestone, Pipestone County

Dear Greg Staatz:

On July 21, 2025, the Minnesota Pollution Control Agency (MPCA) completed an on-site inspection of Hord Feed & Grain, located in Pipestone, Pipestone County, as a result of a complaint received. During the inspection, no noncompliance was observed by MPCA staff.

Please provide the following information:

- Submit the planned date of installation of the cyclone within 10 days of receipt of this letter

Please be aware, this email does not preclude the MPCA from taking further action based on noncompliance identified as a result of the compliance evaluation.

If you have any questions about the Compliance Evaluation Report or additional information that addresses any noncompliant requirement, please contact Lynn Sunderman at 507-344-5262, lynn.sunderman@state.mn.us, or at the address listed above.

Thank you for your attention to this matter.

Sincerely,

Lynn Sunderman

This document has been electronically signed.

Lynn Sunderman
Environmental Specialist
Industrial Division

LS

cc: Rachel Studanski
Cal Hulstein, Project Manager, Hord Farms
Activity ID INS20250001 @ 234864

CITY OF PIPESTONE
PIPESTONE COUNTY, MINNESOTA
RESOLUTION 2026-47

A RESOLUTION ACCEPTING DONATIONS

WHEREAS, the City of Pipestone is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS, the following entities and/or individuals have offered to contribute the cash amounts and tangible items as set below to the City of Pipestone:

<u>Name of Donor(s)</u>	<u>Amount</u>
Pepsi Cola Bottling Company	\$600- Disc Golf Course

WHEREAS, such donations have been contributed to assist the City Departments with current updates, expenditures, and youth programs.

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF PIPESTONE, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted.
2. The City Clerk is hereby directed to issue a receipt to the donors acknowledging the City’s receipt of the donors’ donations.

Passed and adopted by the City Council of the City of Pipestone this 21st day of September, 2026.

Dan Delaney
Mayor

ATTEST:

Megan DeWitte
City Clerk

RESOLUTION 2026-48

A RESOLUTION ESTABLISHING THE PRELIMINARY TAX LEVY PAYABLE 2026

BE IT RESOLVED that the following sums be certified to the Pipestone County Auditor as the amounts to be levied upon the taxable property in the City of Pipestone, County of Pipestone, State of Minnesota, for the year payable 2027 for the following to wit:

	Net Levy
General Purpose:	\$1,864,614
Bond Indebtedness:	\$1,299,307
Total	\$3,163,921

Passed and adopted by the City Council of the City of Pipestone this 21st day of September 2026.

Dan Delaney
Mayor

ATTEST:

Megan DeWitte
City Clerk

Megan, Dan, and Council Members,

On behalf of the Pipestone Area Elementary Boosters, I would like to sincerely thank you for waiving the rental fees for our Back-to-School Bash last year. Because of your support, we were able to welcome more than 500 students and their families for an evening of food, fun, and community. It truly made a difference.

We are excited to host this event again on **Wednesday, September 30th at Westview Park**. To keep this event low-cost for all families, we respectfully ask that you once again consider waiving the rental fees for the park, concession stand, bathrooms, extra picnic tables, and garbage bins.

Your continued support helps us provide an unforgettable, low-cost event for our elementary students and their families, and we are so grateful for your partnership.

With appreciation,

Erin Brockberg

President, Pipestone Area Elementary Boosters



Phone (507) 825-3316

117 8TH Avenue SE, P.O. Box 8, Pipestone, MN 56164
PipestoneMinnesota.com ~ erica.pipestonechamber@gmail.com

Fax (507) 825-3317

Date: September 17, 2026
To: Pipestone City Council & City Administrator
From: Erica Volkir, Executive Director of the Pipestone Area Chamber of Commerce & Visitors Bureau
**RE: Street Closure for 12th Annual Trunk or Treat & Downtown Candy Walk
on Thursday, October 29, 2026**

Dear Pipestone City Council and Pipestone City Administrator:

The Pipestone Area Chamber of Commerce & Visitors Bureau would like to request the following for our 12th Annual Trunk or Treat & Downtown Candy Walk to be held on Thursday, October 29, 2026.

Street Closure on Thursday, October 29, 2026 (Liberty Pawn to FF&M):

- Close 100 and 200 blocks of W Main Street and the 100 block of E Main Street from 3:00 PM – 6:30 PM (3:00 – 4:30 PM for set up; 4:30 – 6:00 PM event; 6:00 – 6:30 PM cleanup)

Assistance on Thursday, October 29, 2026:

- Street Closed Signs, Barricades, and Trash Cans at the following:
 - On W Main Street by Liberty Pawn (but not blocking 3rd Avenue SW/NW)
 - On E Main Street by First Farmers & Merchants (but not blocking 3rd Avenue SE/NE)
 - On the Intersections of 2nd Avenue SW/NW and Hiawatha Avenue S/N

Thank you in advance for your consideration and support of this request!

