



City Council Regular Meeting Agenda

August 04, 2025 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.](#) July 21 2025 Regular Meeting Minutes
- 6. Community Concerns (Maximum 3 Minutes Per Person)**
- 7. Public Hearings, Petitions, and Bid Openings**
 - A.** Safe Routes to School Project Bid Opening
- 8. Legal**
- 9. Engineering**
- 10. **Financial**
 - A.** Payment of Claims-Listing of Bills
- 11. Old Business**
- 12. New Business**

[A.](#) Resolution 2025-46: A Resolution Authorizing the Pursuit of Federal Land Access Program Funding to Support the Hiawatha Pageant Park Trail Project

[B.](#) Resolution 2025-47: Resolution Granting a Variance to Construct an Accessory Structure that Exceeds the Applicable Height Limitation at 413 2nd Street NE in the City of Pipestone

[C.](#) Resolution 2025-48: A Resolution Authorizing the City of Pipestone to Enter into the Minnesota Clean Water Partnership Loan Agreement Along with the Minnesota

Pollution Control Agency to Conduct the Pipestone Sanitary Service Improvement Project Part 2

D. Schedule Truth in Taxation Public Hearing Date

13. Council Liaison Reports

- A.** Heritage Preservation Commission
- B.** Hiawatha Pageant Park Commission
- C.** Community Improvement Commission
- D.** Human Rights Commission
- E.** Law Enforcement Liaison Committee
- F.** Utility Commission

14. Closing Comments

15. Executive/Closed Session

16. Adjournment

Pipestone, Minnesota
July 21, 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 21st day of July 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: Kyle Kuphal, Airport Manager Rob Dykstra, Museum Director Susan Hoskins, Senior Center Treasurer Steve Weets, Chamber Director Erica Volkir, bodyCHURCH Wellness Owner Brandie Hulstein, City Engineer Travis Winter, City Attorney Jason Hill via Zoom, Cable Access Coordinator Steve Moffitt and City Administrator Deb Nelson.

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 Swanson, seconded by Thompson and unanimously carried to approve the agenda as presented.

CONSENT AGENDA

Mayor Delaney stated the Consent Agenda contains the July 7, 2025 Special Meeting Minutes, July 7, 2025 Regular Meeting Minutes, 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 Swanson, seconded by Colbeck and unanimously carried to approve the Consent Agenda which consisted of the July 7, 2025 Special Meeting Minutes, July 7, 2025 Regular Meeting Minutes, Payment of Claims-Listing of Bills in the amount of \$334,990.78 for warrants #075319 to #075417, and the June Financial Reports.

COMMUNITY CONCERNS

None.

PUBLIC HEARINGS, PETITIONS, AND BID OPENINGS

Public Hearing to Gather Input on the 2026 Municipal Budget

Mayor Delaney stated each year prior to the development of the annual city budget, the council holds a public hearing to gather input from the community. This public hearing will give the opportunity for anyone to express their opinions on the 2026 municipal budget.

Motion was made by Thompson, seconded by Colbeck and unanimously carried to open the public hearing at 6:33 p.m.

Delaney shared several daycare providers had shared the idea that they would like to see the addition of a splash pad at Southwest Park.

There being no one else present to comment on the budget, motion was made by Colbeck, seconded by Thompson and unanimously carried to close the public hearing at 6:34 p.m.

REPORTS

Airport Manager Robert Dykstra reported everything has been running smoothly at the airport; the AWOS system should be installed soon and there was an aircraft incident over the weekend where the pilot flipped the aircraft over into the corn field during landing with the pilot, fortunately, walking away from the accident.

Senior Center Treasurer Steve Weets reported the Center currently has 122 members which is an all-time high for the Center; Senior dining has been a little slow with summer; they served 494 people during their Belgian Waffle Feed fundraiser; seniors shared a campfire event at the National Monument Park; and the Sherwin & Pam Linton event was well attended.

Chamber Director Erica Volkir reported on the several events the Chamber hosted over the past several months and shared several upcoming events including ribbon cutting events; the Teddy Bear Picnic, Full Steam Ahead at the Meinders Community Library, Crazy Days, Car Cruizin' events, Amp Theater Camp and the Pipestone County Fair.

EDA Director Justin Schroyer reported the successful Childcare 101 Appreciation event, the purchase of the Good Shepherd Lutheran Church to open a new daycare facility, closed on another lot in Southwest Acres, the Energy Audit has been completed and the city is working on a Federal Land Access Program application for a trail through the Hiawatha Pageant Park.

Museum Director Susan Hoskins reported that museum staff attended the Dakota Conference at Augustana University. She also spoke about two interns that were hired at the museum this year who have been busy doing research and writing coffee talks. Shared that the historical society board is working to inventory their schoolhouse building. She also stated that donations and grants were received to install new window blinds in the museum building and completed her report by sharing some of the upcoming programs and projects they are working on.

NEW BUSINESS

Request for Council Action – Keepers of the Sacred Tradition of Pipemakers

Mayor Delaney stated that Bud Johnston, owner of the Keepers Sacred Tradition of Pipemakers, is holding their annual Keepers Gathering July 16th – July 20th. He is requesting that the city waive the fees for the use of a 6 Yard Dumpster during the time of the gathering. This has been approved in the past.

Motion was made by Swanson, seconded by Colbeck and unanimously carried to approve the Keepers Sacred Tradition of Pipemakers request that the city waive the fees for the use of a 6 Yard Dumpster from July 16th through July 20th.

Request for Council Action –bodyCHURCH Wellness

Mayor Delaney shared that Brandie Hulstein with bodyCHURCH Wellness is requesting that the city waive the Hiawatha Pageant Grounds and Lodge rental fees, and also provide three (3) garbage totes for a free community event that she is planning to host from 6:00a.m. to 10:00a.m. on Saturday, August 16th. He said the event will be called REP & REVIVE and it is a free, family-friendly event designed to bring the community together through movement and music.

Delaney then invited Hulstein to the podium. Hulstein shared that the idea came to her to bring the community together and she wanted a common place to hold the event and so she made a request to use the Hiawatha Pageant Grounds. Nelson asked about the type of music that would be played at the event? Hulstein said there would be a trailer where she would be leading the workout and talented members from her church would play the guitar, piano, and sing.

Nelson shared the value of the fees to the council, stating that the fee for the grounds is \$400, \$120 for the Lodge, and shared that there are already garbage totes on the grounds. Nelson also stated that there should be a dance permit received since there will be music played at the event. Nelson then suggested that the council ask for the refundable damage deposit of \$350 be received by Hulstein prior to the event.

Smidt asked if the organization is a non-profit? Hulstein said no, she is not a non-profit, but the event would be free to the public and she would not be making any money on the event.

Discussion was then held on the stage trailer.

Motion was made by Swenson, seconded by Smidt, and unanimously carried to waive the Hiawatha Pageant ground and Lodge fees for the event with the condition that a \$350 damage deposit be provided to the city before the event takes place.

Request for Council Action - Sutton Auctioneers & Land Brokers, LLC

Mayor Delaney said Jared Sutton is requesting a partial street closure on 4th Street SE near the intersection of 2nd Ave. SE and 4th St. SE. to hold an auction at the home of 319 2nd Avenue SE.

The requested area of closure on 4th St. will not block any neighboring driveways, allowing them full access to their properties. The requested street closure would be from 8:00 AM to 8:00 PM and Sutton stated that the proposed date of the street closure could consist of any of the following dates – August 5, 6, 7, 12, or 13 with the dates of August 6th or 13th being preferred.

Public Works Director, Michael Bloemendaal, does not have any issues with the street closure and stated that the closure would not affect garbage collection.

Motion was made by Swenson, seconded by Colbeck, and unanimously carried to approve the street closure request from Sutton Auctioneers & Land Brokers, LLC. as presented with the date of closure to be determined by the auction company.

Resolution 2025-45

Mayor Delaney stated this resolution if approved will accept the following donations from:

- Larry Christensen \$500 Donation to the Recreation Department
- Anonymous Pop-Up Tent for Library Play Area valued at \$50.00

Motion was made by Smidt, seconded by Colbeck, and unanimously carried to approve resolution 2025-45: Resolution Accepting Donations.

Delaney thanked the donors.

Sioux Valley Southwestern Electric Request for Electric Service

Mayor Delaney stated that the request is in correlation with the AWOS project at the airport and asked Engineer Winter to explain the request.

Winter shared that the request is for the city to pay \$6,772.00 to install a transformer for the AWOS project. He said the city would pay for the cost of the project and be reimbursed for the total cost at 100%.

Motion was made by Colbeck, seconded by Smidt, and carried unanimously to sign the request for electric service request from Sioux Valley Southwestern Electric.

City Code Section 92.03 Public Nuisance Affecting Peace and Safety

Mayor Delaney shared the Law Enforcement Liaison Commission has recently been discussing the rules and regulations revolving around utilizing dynamic engine and transmission braking within the city limits of Pipestone. Delaney then said jake breaks has been an ongoing issue for quite some time with three major highways running through town. He said the popping noise is quite a nuisance and the Sheriff’s Department has been trying to enforce the issue through the sound ordinance but it has been difficult and is difficult to prosecute. He said a better ordinance may result in a better solution and make it easier for law enforcement to do their jobs. He then made a recommendation for the council to investigate the subject further.

Attorney Hill stated that it should not be an issue to look into it. The consensus of the council was to have the attorney look into the issue around dynamic braking.

CLOSING COMMENTS

None.

ADJOURNMENT

Motion was made by Swanson, seconded by Colbeck, and carried unanimously to adjourn the meeting at 8:09 p.m.

Dan Delaney
Mayor

ATTEST:

Deb Nelson
City Administrator

RESOLUTION 2025-46

A RESOLUTION AUTHORIZING THE PURSUIT OF FEDERAL LAND ACCESS PROGRAM FUNDING TO SUPPORT THE HIAWATHA PAGEANT PARK TRAIL PROJECT

WHEREAS, the Federal Land Access Program (FLAP) is a federal grant competitive grant opportunity administered by the Federal Highway Administration (FHWA) Eastern Federal Lands Highway Division; and

WHEREAS, the 2025 FLAP program solicitation makes \$5.1M available to applicants across the state of Minnesota for funding in fiscal years 2027 through 2029; and

WHEREAS, the FLAP grant program aims to improve transportation to and within federal and tribal lands by building transportation facilities that enhance access to the Nation’s natural resources: and

WHEREAS, the Pipestone National Monument is a historically and culturally significant site that supports the local economy and offers abundant educational and recreational opportunities to over 80,000 annual visitors; and

WHEREAS, the proposed Hiawatha Pageant Park Trail will improve the connectivity of Pipestone’s non-motorized transportation network by connecting City parks, sidewalks, and trails to planned trail expansions within the monument site; and

WHEREAS, The City of Pipestone has recent experience with successfully delivering significant infrastructure projects through federal funding including the Indian Lakes Trail Expansion Project; and

NOW, THEREFORE, BE IT RESOLVED, that the Pipestone City Council has reviewed and approved the project as proposed and is prepared to execute the grant agreement for the Hiawatha Pageant Park Trail Project in the event of a funding award.

BE IT FURTHER RESOLVED, the Pipestone City Council is committed to the development and construction of the proposed project in a timeframe that supports program guideless and grant agreement requirements.

Passed and adopted by the City Council of the City of Pipestone this 4th Day of August 2025.

Dan Delaney
Mayor

ATTEST:

Deb Nelson
City Administrator

RESOLUTION 2025-47

RESOLUTION GRANTING A VARIANCE TO CONSTRUCT AN ACCESSORY STRUCTURE THAT EXCEEDS THE APPLICABLE HEIGHT LIMITATION AT 413 2ND STREET NE IN THE CITY OF PIPESTONE

WHEREAS, the City of Pipestone (“Applicant”) submitted an application for a variance to the City of Pipestone (“City”) to construct a cold storage accessory structure on property located at 413 2nd Street NE (PID 18.112.4400), which is owned by the Applicant and is legally described on the attached Exhibit A (“Property”); and

WHEREAS, the Applicant’s request for a variance seeks to construct a cold storage accessory structure on the Property, which will be utilized by the City Public Works Department, that exceeds the height limitation for accessory structures on the Property; and

WHEREAS, the proposed cold storage accessory structure, with dimensions, is depicted as set forth in Exhibit B attached hereto; and

WHEREAS, on July 15, 2025, upon proper and sufficient published notice, notice to affected properties and notice to properties in the area of the Property, the City of Pipestone Board of Appeals and Adjustments held a public hearing regarding the requested variance, considered the information presented, and voted to forward the application to the City Council with a recommendation that the variance be approved; and

WHEREAS, the City Council considered the requested variance at its meeting on August 4, 2025 and finds as follows:

- a. The Property is currently zoned B-3 Highway Business District;
- b. Section 153.13(D)(11) of the City Code limits the height of accessory structures in the B-3 Highway Business District to 15 feet;
- c. The City, and its Public Works Departments, seeks to construct a cold storage accessory structure on the Property with a height of approximately 27 feet.

- d. In accordance with Section 153.27 of the City Code and Minnesota Statutes, section 462.357, subd. 6, the Board of Appeals and Adjustments found and determined as follow:
- (1) The Property cannot yield a reasonable use if permitted to be used only under conditions allowed by the regulations governing the district in which the Property is located. The City’s Public Works Department would be unable to store large equipment in an accessory structure limited to a height of 15 feet;
 - (2) The plight of the Applicant is due to unique circumstances not normally applicable to land holdings within the same district. The Property is located in a business zoning district, and the City’s reasonable use requires a commercial size accessory structure to accommodate large equipment;
 - (3) The proposal is in harmony with the general purpose and intent of the City Code. The proposed accessory structure is similar in height to other structures in the area;
 - (4) The proposal is consistent with the City’s Comprehensive Plan and will be compatible with present and future land uses of the area. The proposed accessory structure is located in a business district with similar uses and structures in the area and is consistent with the City’s Comprehensive Plan;
 - (5) The variance, if granted, will not alter the essential character of the locality. The proposed accessory structure will be used in a similar fashion to other structures in the area, and it is similar in height to other structures in the area;
 - (6) The Applicant intends to use the property in a reasonable manner not permitted in the City Code; and
 - (7) There are unique circumstances to the Property not created by the Applicant that creates a practical difficulty.
- d. The City Council additionally finds and determines that the criteria for approval of a variance set forth in Section 153.27 of the City Code and Minnesota Statutes, section 462.357, subd. 6 have been met by the proposal.

NOW, THEREFORE, BE IT RESOLVED, that, based on the record of this matter, including the application, information presented at the public hearing and the findings and determinations contained herein, the City Council hereby approves and issues a variance to construct an accessory structure on the Property, which exceeds the height limitation for accessory structures in the B-3 Highway Business District, subject to all of the following conditions, restrictions, and requirements:

1. Scope of Variance. This variance allows the Applicant to construct an accessory structure on the Property as depicted in Exhibit B and in accordance with the plans and specifications submitted with the variance application, which is incorporated herein by reference. The accessory structure must be constructed and placed in accordance with the conditions imposed on this variance, the requirements of the City Code, and all other applicable regulations.
2. Commencement of Work. If construction in accordance with the plans and specifications submitted with the variance application is not substantially started within two years from the date of the issuance of the variance, the variance shall become void. A substantial start means more than preliminary steps have been taken such that preparations to initiate the use are mostly complete.
3. Binding Effect. This variance and its conditions must be complied with, shall run with the land, and shall not in any way be affected by the subsequent sale, lease, or other change from current ownership of the Property.
4. Legal Compliance. This variance is subject to the requirements of the City Code and the Applicant is required to comply with, and obtain all other permits or permission, as may be required by, all applicable federal, state and local laws, rules and ordinances.
5. Acceptance of Conditions. Utilization of the Property pursuant to the variance shall automatically be deemed acceptance of, and agreement to, the terms and conditions of the variance without qualification, reservation, or exception.
6. No Waiver. A failure by the City to take action with respect to any violation of any condition, covenant or term of this variance shall not be deemed to be a waiver of such condition, covenant, or term or any subsequent violation of the same or any other condition, covenant or term.

Passed and adopted by the City Council of the City of Pipestone this 4th day of August 2025.

Dan Delaney
Mayor

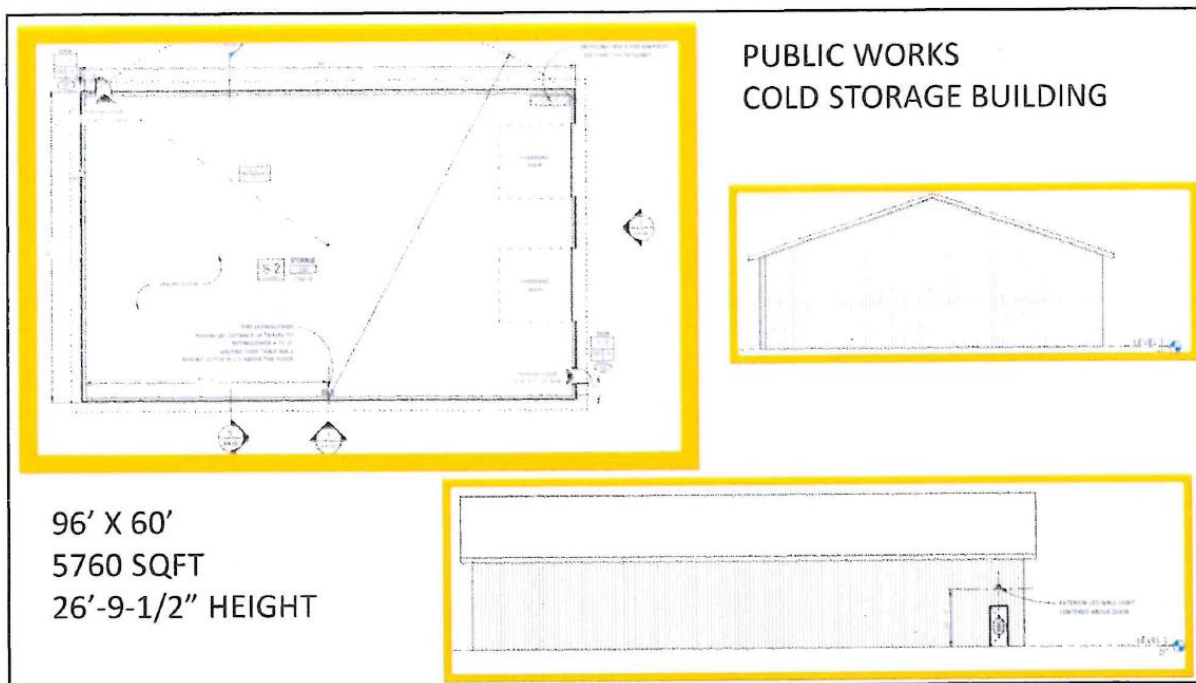
ATTEST:

Stephanie LaBrune
Assistant City Administrator/City Clerk

EXHIBIT ALegal Description of the Property

Commencing at a point four hundred seventy six and one half (476 ½) feet east of the southeast corner of Block fourteen (14) of the Original Plat of Pipestone City, Minnesota, according to the plat thereof now on file in the office of the Register of Deeds of said Pipestone County and State of Minnesota; thence easterly on the south line of Centennial Street to the west line of the right of way of the Great Northern Railway right of way as now located; thence in a northeasterly direction along the west line of the right of way of the Chicago, Milwaukee, and St. Paul Railway as now located; thence westerly along the south line of said right of way to a point directly north of the point of beginning; thence south to the north line of Centennial Street to point of beginning.

EXHIBIT B
Cold Storage Structure Depiction and Dimensions



RESOLUTION 2025-48

A RESOLUTION AUTHORIZING THE CITY OF PIPESTONE TO ENTER INTO THE MINNESOTA CLEAN WATER PARTNERSHIP LOAN AGREEMENT ALONG WITH THE MINNESOTA POLLUTION CONTROL AGENCY TO CONDUCT THE PIPESTONE SANITARY SERVICE IMPROVEMENT PROJECT PART 2.

BE IT RESOLVED by the City of Pipestone Council that it hereby designates Deb Nelson, City Administrator, as Project Representative for the implementation of the Pipestone Sanitary Service Improvement Project-Part 2.

The Project Representative shall have the authority to represent the City of Pipestone in all Project matters that do not specifically require action by the Council.

BE IT FURTHER RESOLVED by the City of Pipestone that, as Project Sponsor and a Loan Sponsor, the city enters into the attached Minnesota Clean Water Partnership Loan Agreement along with the Minnesota Pollution Control Agency to conduct the Pipestone Sanitary Service Improvement Project Part 2.

BE IT FURTHER RESOLVED by the City of Pipestone that Deb Nelson, City Administrator, be authorized to execute the attached Minnesota Clean Water Partnership Project Loan Agreement for the above referenced Project on behalf of City of Pipestone as Project Sponsor and Loan Sponsor.

BE IT FURTHER RESOLVED by the City of Pipestone that Deb Nelson, City Administrator, be authorized to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Organization.

Passed and adopted by the City Council of the City of Pipestone this 4th day of August 2025.

Dan Delaney
Mayor

ATTEST:

Deb Nelson
City Administrator

STATE OF MINNESOTA
County of Pipestone

I, Stephanie LaBrune, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the City Council of said City of Pipestone, that I have compared the above resolution with the original passed and adopted by the City Council of said City of Pipestone at a regular meeting thereof held on the 4th day of August, 2025, that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this 4th day of August, 2025.

Authorized Signature and Title