

December 1, 2025

FELTON CITY COUNCIL

The Felton City Council met in regular session with Council members present A Belka; D Blake, M Hilde, M Mabus and J Rehder

The minutes of the December meeting were read, motion made by M Mabus and second by M Hilde and carried to approve the minutes as read.

Special Bills: For the month of January were reviewed, motion was made by M Hilde and second by J Rehder and carried to approve.

Visitors:

Council reviewed and discussed the following

- Safe Deposit Box- we have been unable to locate the second key, the bank will accept a motion to change names on safe deposit box. A motion was made by M Mabus and second by J Rehder and carried to remove Ron Larson, Natalie Hilde, and Diane Nesvold from the access to the safe deposit box and add Aaron Belka and Debbie Blake to be listed as access to the safe deposit box. - A meeting is scheduled with bank on January 30 to sign papers and check safe deposit box.
- Discussed MN Employee Sick Time, city will need to set up account, will be classified as small employer. Premium rate of .66, the rate can be paid by the employee and employer, the council discussed the rates, whether the employee should be pay a portion of the premium, a motion was made by J Rehder and second by M Mabus and carried to have the city pay the full rate of .66.
- Discussed selling old snow plow, council will post a notice, taking bids for snowplow January 6 thru January 19th. minimum bid of \$1000.00.
- Ordinance #36, should be updated, council approved an increase of \$20 for Building Permit.
- A letter will be issued to Minnie's bar to remove the stage, Should be removed within 90 days of the letter or a \$250 fine.
- Discussed property of H Erickson and C Speer, a letter was sent to C Speer to clean up property and a notice to H Erickson to notify of a \$100.00 violation fine, payment to be made within 20 days of the date of letter or next council meeting. With progress of violations.

Water System Project

Bollig Engineering met with the council to review assessments for the city. Discussed the following areas:

Well & Well House- Determined that water source improvements will be needed, original well drilled/constructed in 1967. Water quality, discussed cities preference for future water source, West Central Reginal Water District.

Water distribution- should consider looping to eliminate dead ends, expand development potential, replacing curb stops as needed.; PR Sanitary Sewer- Ponds, Lift station, force main constructed 2014/2015. City feel that system may have quality life remaining. MPCA Cities I/I, concern in May 2023 report averaging 207% above what ponds are designed for over last 3-4 years. Recommends to dig up 3 to 4 spots to check PVC pipes, council approved to move forward to check out pipes. Storm Sewer- most drainage along city streets is conveyed via culverts (poor condition) and shallow ditches, with a few segments of sewer.

Streets & other items-, paved streets are in very decent shape, appear to be well maintained. Street repaid most effective with utility replacement, streets are similar to water/sewer, been around for many years but still good life remaining.

Bollig recommended next steps – 1. Summary of needs; source water improvements, misc. repairs. 2. Consider task order for preliminary engineering report (PER) to pursue funding. 3. Discuss sewer televising with Dennis (People Services).

City Council discussed the recommendations. A motion was made by J Rehder and second by M Mabus and carried to approve Task order No 2- Preliminary Engineering Report and Environment Report. Basic services – study and report phase, which will take place winter 2023/Spring 2024.

Engineer cost will be \$25,000 (payable after funding secured) Mark Klema from Bollig engineering attended our meeting to review the Preliminary Engineering Report. (PER) The report reviewed our Well & Well House, the existing water distributions, Sewer system and storm sewer. The proposed recommendation is looping to eliminate dead ends, add/replace several gate valves and take advantage of system's remaining life. Existing sanitary sewer, stated that likely has quality life remaining, pavement in decent condition.

The preliminary cost estimate for the project would be – Drinking water source - \$221,000; Drinking Water Distribution - \$553,000; WEP – Ineligible - \$59,000 and replace 10 fire hydrants - \$100,000. Total costs - \$963,000. M Mabus and second by J Rehder to make a motion to approve and authorize Bollig Engineering to

Submit the Preliminary Engineering and Environmental Reports to appropriate funding agencies. Update: Bollig requested to receive our monthly minutes and agendas prior to our meetings. It was decided to send minutes after the each monthly meetings are held.

West Central Water District representatives attended our meeting to report on the rural water project update. Discussed the following: need for project; Savings to municipal and rural customers; benefits of a regional water system; evolution of project boundaries and formation; proposed improvement, provide additional sustainable, long term potable water for Norman, Clay and Polk counties.

Reported on the progress to date, Federal Project secured funding 3,500,000, and 17 cities, counties and agency resolutions/ letters of support.

- The next step for Felton, Approve a memorandum of Inclusion;
- Memorandum of understanding for of EPA funds,
- Letter to EPA, Signatory resolution of approval
- Finalize Individual City Funding Applications; into a formal agreement.
- Construction Timeline dependent on receipt of funding.

Discussed the West Central Regional Water District memorandum of Inclusion; the purpose is to formalize City of Felton's intent to be included in the West Central Water District's (WCRWD) planning efforts moved forward. A motion was made J Rehder and second by M Mabus and carried to approve the Memorandum of Inclusion. City of Felton will provide a non-refundable down payment of \$500 to the West Central Regional Water District.

Discussed the Memorandum of Understanding; purpose of this MOU is to formalize the agreement that the City of Felton will transfer its 2024 congressionally directed spending award of \$1,750,000 to Norman County to support the establishment and development of WCRWD. With some discussion the city would like an amendment to this agreement, that it would not be used other areas, would stay between the Felton and Norman County. **No Updates**

PENDING ISSUES

- Council discussed the ordinance for mobile homes in the city, D Blake will check on the current policies that we have. Update: The city has zoning, was not an ordinance for mobile homes. Council will pass a resolution for more clarity on mobile homes.

Meeting adjourned upon a motion by M Hilde and second by M Mabus these minutes have not yet been approved. They will be presented for approval to the City Council at the February meeting scheduled for February 2nd, 2025.