



# CITY OF NEWFOLDEN

PO Box 188  
145 East First Street  
Newfolden, MN 56738  
(218) 874-7135 Phone  
(218) 874-7136 Fax  
[newfolden@wiktel.com](mailto:newfolden@wiktel.com)  
[www.ci.newfolden.mn.us](http://www.ci.newfolden.mn.us)

Mayor: Lori Warne \* City Administrator: Tammy Hansen

## Minutes

May 15, 2023

The meeting of the Newfolden City Council was called to order by Mayor Lori Warne at 7:00 PM on Monday, May 15, 2023.

Present: Darin Jacobson      Lori Warne      Melissa Bjorgaard      Adam Gast  
Absent: Mark Augustine

- 1) *Motion by Councilmember Gast to approve the May 15<sup>th</sup> agenda. Motion seconded by Councilmember Jacobson and carried.*
- 2) *Motion by Councilmember Bjorgaard to approve the May 1<sup>st</sup> Consent Agenda. Motion seconded by Councilmember Gast and carried.*
- 3) *Motion by Councilmember Jacobson to approve the May 15<sup>th</sup> Consent Agenda. Motion seconded by Councilmember Bjorgaard and carried.*
- 4) Committee Reports:
  - a. Fire Department:
  - b. Park and Recreation:
  - c. Infrastructure:
  - d. Budget:
  - e. Public Works:
- 5) Sealed bids were received and opened, motion by Councilmember Gast to approve:
  - a) 2001 International Truck – high bid is Jason Bring at \$801.00
  - b) 2001 John Deer Lawn Mower – high bid is Tabby LeClaire at \$200.00
  - c) 1987 Chevy Pick-up – all bids are rejected. We will re-advertise for another round of bids.Motion seconded by Councilmember Bjorgaard and carried.
- 6) *The council directed that payment to the MSTRWD be held until we are able to provide MNDOT the requested invoice breakdown. The Watershed is working with CP Railway to gather this additional information.*
- 7) City Attorney, Chris Rokke, advised working within the City Codes as they currently exist rather than adopting the Livable City Code. We will cross reference our existing codes with the State Statutes that apply. This will be noted on each ordinance and provided to the Marshall County Sheriff's Department.
- 8) Motion by Councilmember Gast to contact the new owner of the Hufnagle structure. He will be requested to remove the structure by June 1<sup>st</sup> or possible storage fees will apply. Motion seconded by Councilmember Jacobson and carried.
- 9) Motion by Councilmember Bjorgaard to approve the Wastewater/Pond Permit Application for submission. Motion seconded by Councilmember Jacobson and carried.

10) *Motion by Councilmember Gast to approve the listed Policies and the Rental, Home-owner, and Commercial Procedural Guidelines presented by the MN DEED Small Cities Development Grant Program:*

- i) Residential Anti-displacement and Relocation Assistance Plan;*
- ii) Program Income Plan and Local Reinvestment;*
- iii) Fair Housing Plan;*
- iv) Policy on the Prohibition of the Use of Excessive Force;*
- v) Administrative Services Contract;*
- vi) Certification Regarding Drug-Free Workplace Requirements.*

*Motion seconded by Councilmember Bjorgaard and carried.*

11) *Motion by Councilmember Bjorgaard to accept and approve the resignation of City Custodian, Diane Nelson, effective May 31, 2023. Motion seconded by Councilmember Jacobson and carried.*

12) *Motion by Councilmember Gast to authorize the City Administrator to move forward with the hiring of a replacement custodian, effective immediately to facilitate a training period. Motion seconded by Councilmember Bjorgaard and carried.*

13) *Motion by Councilmember Jacobson to approve the purchase of a tamper-proof lock box with reprogrammable access code for the community center. Renters will be provided a code which will provide access to the community center key. Motion seconded by Councilmember Gast and carried.*

14) *Motion by Councilmember Gast to approve the City Administrator and Mayor to move forward with the creation of a retractable banner showcasing Newfolden. The banner will be displayed during the Marshall County Fair. Banners will be returned to the community for other use after fair season. Motion seconded by Councilmember Bjorgaard and carried.*

15) A request for pet stations in city parks and along walking paths was discussed. We will gather information regarding the various types of stations, cost, and maintenance. We will continue this discussion at the June 5<sup>th</sup> council meeting.

16) BrewHaHa updates will be addressed at a subsequent council meeting.

17) *Motion by Councilmember Jacobson to approve the submitted claims and timesheets. Motion seconded by Councilmember Bjorgaard and carried.*

18) *Motion by Councilmember Gast to adjourn the meeting at 8:45pm. Second by Councilmember Jacobson.*

Lori Warne  
Mayor

Tammy Hansen  
City Administrator