

November 3, 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 October 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 November were reviewed, motion was made by J Rehder and second by M Mabus and carried to approve.

Visitors:

### Council Reviewed and discussed the following:

- **November 4<sup>th</sup>, there will be holding an operating referendum election for the DGF School, the city election judges will be working the election.**
- **Lead Service line Inventory: determined all services on both of the customer (from curb stop into the home) and the system (from the curb stop to the main) side to non-lead. There are no unknowns remaining on either side. Bollig will submit the completed inventory to MDH by our due date of October 27, 2025.**  
**Update: Received a copy of the final report from Bollig Engineers that was submitted to MDH.**
- **Discussed the Development of Environment Report- Received copy of the preliminary report for a proposed USDA- Rural Development infrastructure improvement project for the City of Felton.**
- **Council discussed the outstanding utility bill of \$1469.00 for Minnie's Stillhouse bar and Grill, a motion was made by M Mabus and Second by M Hilde to send final bill and notify them that the outstanding amount of \$1469.00 should be paid by November 15<sup>th</sup>, if no payment, we will add balance to their property tax.**
- **Snow removal- discussed the need to purchase a new snow truck. The council looked at a 2006 Freightliner M2, purchase price is \$24,900 from Boyer Trucks. A motion was made by J Rehder and M Hilde to contact Boyer for additional information and check on financing to purchase truck. Also, the city council will talk to Felton Fire Department & Rescue Squad, if they would donate any funds towards the purchase of a new snow truck.**

## 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 Regional 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, forceman 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.  
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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 Country 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.
- Safe Deposit Box- still working on the additional key to locate and will need to update names on safe deposit box. **No Updates**

**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 November meeting scheduled for December 1, 2025.**

### **Special meeting - November 17<sup>th</sup>, 2025**

**Council met by via telephone to approve a loan. D Blake reported that Northwestern State Bank has approved a loan for the truck.**

**Northwestern State Bank has approved a loan for the amount of \$24, 900, five year loan @ 6.75 interest rate. A motion was made by J Rehder and second by M Mabus and carried to approve the loan for \$24, 900. The authorize signers for the city are Aaron Belka, Mayor and Debbie Blake, City Clerk.**

**Reported by Debbie Blake; City Clerk**