

**REGULAR MEETING OF THE DASSEL CITY COUNCIL  
NOVEMBER 21, 2016, 7:00 P.M. CONTINUED  
DASSEL CITY HALL**

The regular meeting of the Dassel City council was called to order by Mayor Putnam at 7:00 p.m. on November 21, 2016 at the Dassel City Hall.

Mayor Putnam led the opening Pledge of Allegiance.

Present: Council members Hungerford, Nelson, and Mayor Putnam (3)

Absent: Council members Asplin and Bjork (2)

**APPROVAL OF MINUTES**

**Motion by Nelson, seconded by Hungerford to approve the October 17, 2016 Regular Meeting minutes and the November 14, 2016 Special Canvass Meeting minutes as presented. Motion carried unanimously.**

**OPEN FORUM**

No one present wished to address the Council.

**ADDITIONS OR OMISSIONS TO THE AGENDA**

City Clerk Boese requested New Business item 11A. Bids for Solid Waste Services be deleted.

**Motion by Nelson, seconded by Hungerford to approve the agenda with 1 deletion listed above. Motion carried unanimously.**

**CONSENT AGENDA**

A. Motion to adopt Resolution 2016-011, Decertifying TIF District 7-1.

B. Motion not to waive monetary limits for 2017 LMCIT liability insurance coverage.

**Motion by Hungerford, seconded by Nelson to approve consent agenda items A-B as listed above. Motion carried unanimously.**

**COUNCIL & COMMITTEE REPORTS**

City Clerk Boese provided an update of the Fire Advisory Board meeting on that was held November 15, 2016.

Council member Nelson provided an update on the quarterly meeting for the Community Education Advisory Council. She stated the end of the year report is now available and that they had a very good year.

**DEPARTMENT REPORTS**

Clerk/Treasurer

**Motion by Nelson, seconded by Hungerford to certify the following unpaid project and utility balances to the County Auditor as special assessments to be collected in 2017, except 01-346-00-0 which will be assessed at 3% over 10 years if the property owner requests the extension of payment:**

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**2017 Assessments**

Account	Amount	Address	PIN
01-481-15-6	\$817.19	530 Todd St Lot 15	23-0496000
00-118-01-1	\$128.13	424 3rd St N	23-0118000
00-42-01-7	\$105.14	531 1st St N	23-0042000
01-205-01-3	\$528.00	361 Lake St	23-0205000
01-346-00-0	\$7,480.00	131 Horace Ave W	23-0346000
<b>TOTAL</b>	<b>\$9,058.46</b>		

**Motion carried unanimously.**

Boese reported that one quote was received for solid waste and recycling collection from Waste Management.

Jon Beseman of Waste Management added that they were glad to offer lower rates for the City.

**Motion by Nelson seconded by Hungerford to award the 2017-2019 Solid Waste/Recycling Contract to Waste Management. Motion carried unanimously.**

Boese reported that as of November 18, 2016 Public Works Director Scepaniak has retired after twenty plus years of service to the City. She invited the public to his retirement celebration on Friday December 9, 2016 from 2:00 pm to 5:00 pm at City Hall.

Boese reported that the Personnel Committee had conducted interviews for the Public Works Director's position and recommended hiring Troy Zwilling.

**Motion by Hungerford, seconded by Nelson to approve the hire of Troy Zwilling for the Public Works Director position, at a salary of \$59,800, 6-month probation, an increase \$.50/hour after probation and another \$.50/hour after 1 year. He will be starting on November 28, 2016. Motion carried unanimously.**

The council reviewed the proposed two-year Law Enforcement contract with Meeker County Sheriff that includes a 2.3% increase each year.

**Motion by Hungerford seconded by Nelson to approve the 2017-2018 Law Enforcement Contract with Meeker County Sheriff's office as presented. Costs will be: 2017 - \$185,120 and 2018 - \$189,280. Motion carried unanimously.**

City Attorney

Greenley reiterated that the council should never waive tort liability limits as recommended by the League of MN Cities Insurance Trust and the city's Insurance Agent, Patrick Niska.

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**Fire Chief**

Chief Johnson reported the Fire Department has responded to a total of 230 calls for the year of which 88 have been in the City of Dassel. He reported that Greg Nelson had retired after serving on the department for more than twenty years. He thanked Nelson for his service. He added that they were waiting on background checks for two new applicants. Johnson informed the council that the Relief Association had purchased 2 new gas monitors.

Newly elected officers for 2017/2018 will be Dale Grochow, Chief; Mike Enerson, Assistant Chief; Caleb Herzog, Secretary; and Justin Johnson, Treasurer. The city council will ratify the appointments at the January, 2017 meeting.

The Fire Department and the Fire Advisory Board has approved and is recommending an increase in officer’s salaries for 2017 as follows:

<b>Position</b>	<b>Current Salary</b>	<b>Proposed Salary</b>
Chief	\$ 1,200	\$ 3,000
Assistant Chief	575	1,250
Captain 1	100	700
Captain 2	100	600
Captain 3	100	500
Lieutenant 1	100	700
Lieutenant 2	100	500
Lieutenant 3	100	300
Secretary	425	450
Treasurer	400	200
<b>Totals</b>	<b>\$ 3,200</b>	<b>\$ 8,200</b>

The council requested an amended budget be brought forth at the December regular meeting with the proposed salary increases.

**Liquor Store Manager**

Manager Vetsch presented the October, 2016 monthly report which showed gross sales of \$85,633.07, a decrease of 6% over the same period last year. They are resetting displays and working on holiday promotions and advertising. They have Black Friday specials and will be promoting small business Saturday.

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Museum Director

The council reviewed the monthly Director's report. Mayor Putnam reported that Dassel in Dassel is December 9, 2016 from 5-7 p.m. He invited everyone to the event. There will also be outdoor home decorating and children's snow sculpture contests.

Sheriff's Office

Officer Johnson presented the monthly Sheriff's department report which showed a total of 83 calls in October. He also reminded residents about snow plowing and removing cars from the streets so the snow plows can maneuver around safely.

CLAIMS FOR PAYMENT

**Motion by Nelson, seconded by Hungerford to approve payment of claims in the amount of \$423,094.30 as presented. Motion carried unanimously.**

**Motion by Hungerford, seconded by Nelson to approve payment to Mid Minnesota Hot Mix for partial pay estimate #2 in the amount of \$10,643.54 as presented. Motion carried unanimously.**

**Motion by Nelson, seconded by Hungerford to adjourn the meeting at 7:35 p.m. Motion carried unanimously.**

ATTEST:

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Jeff Putnam  
Mayor

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Terri Boese  
Clerk/Treasurer