

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

The regular meeting of the Dassel City council was called to order by Mayor Putnam at 7:00 p.m. on December 19, 2016 at the Dassel City Hall.

Mayor Putnam led the opening Pledge of Allegiance.

Present: Council members Bjork, Hungerford, Nelson, and Mayor Putnam (4)

Absent: Council members Asplin (1)

**APPROVAL OF MINUTES**

**Motion by Hungerford, seconded by Nelson to approve the November 21, 2016 Regular Meeting minutes as presented with one correction. Motion carried unanimously.**

**OPEN FORUM**

No one present wished to address the Council.

**ADDITIONS OR OMISSIONS TO THE AGENDA**

City Clerk Boese added Departmental Report-Clerk/Treasurer item 8A2. Snowplowing Summit Hills.

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

**COUNCIL & COMMITTEE REPORTS**

The council reviewed the EDA Regular Meeting minutes of October 6, 2016 and the Summit Hills Association meeting minutes of November 21, 2016.

**DEPARTMENT REPORTS**

Clerk/Treasurer

**Motion by Nelson, seconded by Hungerford to approve the transfer of unspent capital outlay monies in the 2016 budget to their respective 500 funds prior to the finalization of the 2016 annual audit. Motion carried unanimously.**

**Motion by Hungerford, seconded by Bjork to amend the 2017 Fire Department expense budget to include the proposed officer salary increase as presented. Motion carried unanimously.**

Clerk Boese reported that the county will hold a public auction on February 1, 2017 for sale of remaining tax forfeited lots in Summit Hills. The county also approved disbursing the pro-rated share of their costs for Summit Hills which was held out of previous payments the city received.

She also reported the city had received a dividend check from the League of MN Cities Insurance Trust in the amount of \$41,715 which is almost double the amount received in 2016.

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Boese informed the council that the Negotiating Committee had met with AFSCME representatives and recommended the council approve the new contract as presented. The Committee also recommended a 2% salary increase for all employees, union and non-union for 2017.

**Motion by Hungerford, seconded by Nelson to approve the 2017-2018 AFSCME Union contract with changes as presented and increase the union and non-union employee wages 2% for 2017 budget year.**

Clerk Boese presented a request from Meeker County that the city consider taking over the snowplowing of Summit Hills streets effective immediately. Public Works Director Zwilling was not in favor of taking over snowplowing those streets. He was concerned about the possible damage to equipment because of the condition of the streets. Council member Nelson stated she agreed that the residents deserve to have the road plowed.

**Motion by Hungerford, seconded by Nelson for the city to start snowplowing Summit Hills streets effective immediately. The city will keep track of the costs of snowplowing and any equipment damage. Motion carried unanimously.**

Boese notified the council that Melissa Barker had submitted her resignation but she intends to assist with year-end closing and help finalize the setup of the new software. She accepted a full time job and will be working for the city of Dassel on the weekend as needed.

**City Attorney**

Attorney Greenley covered the changes he had recommended be made to the Waste Management contract. He will continue to work with Waste Management's legal staff to finalize the contract.

**Fire Chief**

Chief Johnson reported the Fire Department has responded to a total of 262 calls for the year of which 102 have been in the City of Dassel. Johnson asked that at least one council representative attend all the Fire Advisory Board meetings, as the previous meetings a representative was not in attendance.

**Liquor Store Manager**

Mayor Putnam reviewed the November, 2016 monthly report which showed gross sales of \$89,366.75, an increase of 10% over the same period last year.

**Museum Director**

Director Holje reported that the Discover Dassel group had a successful 'Dazzel in Dassel' event. They also awarded 8 home owners awards for holiday decorating.

She stated the Historical Society had applied for a grant through SMAC for the upcoming Rooster Ruckus event.

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The Historical Society will hold their annual meeting on January 24, 2017 at 10 am at the History Center. All members are invited to attend.

**Public Works Director**

Director Zwilling explained that damage had been done to the pump in the main lift station by a chain that had fallen into the lift station and had not been able to be removed. He presented 3 bids for repair/replacement as follows:

- \$11,772.43 replacement of the pump with new equipment
- \$6,277.60 partial rebuild of the current pump
- \$7,867.00 complete rebuild of the current pump

**Motion by Nelson, seconded by Bjork to authorize the expenditure of \$7,867 for the complete rebuild of the current pump in the main lift station. Motion carried unanimously.**

Zwilling also reported the skating rink has been flooded and will be ready for skating at the end of the week. He also reminded residents to keep their vehicles off city streets for 48 hours after snow events.

**City Engineer**

Engineer DeWolf reviewed a variance request from Justin Wendroth for Summit Hills. He recommended the council consider amending the subdivision ordinance to implement minor lot line adjustment language that would cover the above request.

Matt Johnson, Mid Minnesota Development Commission presented the Safe Routes to School Plan which was developed through a partnership with the City, School and County. He explained that the plan merges the needs of the city and the school.

**Motion by Nelson, seconded by Hungerford to approve the Safe Routes to School plan as presented by Mid Minnesota Development Commission. Motion carried unanimously.**

**Sheriff's Office**

Officer Bondhus presented the monthly Sheriff's department report which showed a total of 76 calls in November.

**CLAIMS FOR PAYMENT**

**Motion by Hungerford, seconded by Nelson to approve payment of claims in the amount of \$127,363.31 as presented. Motion carried unanimously.**

**NEW BUSINESS**

**Motion by Nelson, seconded by Bjork to adopt Resolution 2016-012 support of Safe Routes to School grant application. Motion carried unanimously.**

**Motion by Nelson, seconded by Bjork to adopt Meeker County Resolution Dassel Elementary School Pedestrian Improvement Project 2016-24 as presented. Motion carried unanimously.**

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Mayor Putnam thanked the council for the work over the past four years. He enjoyed his term and he wished incoming Mayor Hungerford good luck.

**Motion by Hungerford, seconded by Nelson to adjourn the meeting at 7:54 p.m. Motion carried unanimously.**

ATTEST:

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Jeff Putnam  
Mayor

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Terri Boese  
Clerk/Treasurer