

**SPECIAL MEETING OF THE DASSEL CITY COUNCIL  
JANUARY 30, 2017, 6:06 P.M.  
DASSEL CITY HALL**

The special meeting of the Dassel City Council was called to order by Mayor Hungerford at 6:00 p.m. on January 30, 2017 at the Dassel City Hall.

Present: Council members Bemenderfer, Bjork, Carlson and Mayor Hungerford (4)

Absent: None (0)

The meeting was a workshop to discuss the following items.

Public Works Director Zwilling provided information on the water treatment facility equipment, which is in need of upgrades and repairs. In order to budget for the necessary upgrades, he received a quote from Bolton and Menk in the amount of \$4,700 to conduct an evaluation of the facility. After some discussion the council recommended Zwilling contact MN Rural Water to get a second opinion and report back at the next regular meeting.

Council member Bemenderfer expressed interest in serving on the Board of Mid MN Development Commission. Clerk Boese will submit his name for consideration.

The council reviewed a request for donation to the Discover Dassel group for planting flower gardens along Hwy 12 instead of using planters as they have done the past few years. It was agreed to get specific information on size and location of the gardens before proceeding. The council also discussed placement of a butterfly garden at city hall. It was agreed that the garden should be located at the east end of Bandstand Park for all to enjoy. Boese will work with Public Works and Discover Dassel on these projects.

**Motion by Bemenderfer, seconded by Bjork to accept the 2016 Pay Equity Report as presented. Motion carried unanimously.**

Council member Carlson recommended that City Attorney Greenly draft a lease agreement with Kyle Ackerman, President of Xtratyme for the equipment located on the city water tower property. The council unanimously agreed and requested Boese contact the Greenley to present a draft lease at the next meeting.

City Planner, Alex Conzemius provided a list of pros and cons relating to the Summit Hills Association covenants for the council's review and approval. Council member Bemenderfer also submitted a list of pro and cons. The council authorized Clerk Boese to forward the list to the Association Secretary for consideration at their next meeting.

The council recommended the Hockey Rink relocation project be referred to the EDA and suggested they conduct a study to determine demand for the project.

The council reviewed the proposed City Code amendment to Chapter 152, Subdivision Regulations as drafted by City Planner, Conzemius. A few minor changes were recommended along with a need for park dedication fees prior to forwarding to the Planning Commission for their review.

Clerk Boese presented a recommendation for hiring a part time custodian. It was recommended that the Personnel Committee review the job description for council approval at the next meeting.

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The council discussed waiving the WAC/SAC fees for 2017 in order to encourage new house construction in Summit Hills. They will take formal action at their next meeting.

Clerk Boese presented the following budget recommendations:

1. Increase the water base fee from \$15.87/month to \$16.50/month;
2. Increase the water fee per 1,000 gal. from \$8.22 to \$8.50;
3. Increase the sewer fee per 1,000 gal. from \$6.10 to \$6.50;
4. Increase the surface water fee \$.50 per month for residential, commercial and industrial connections; and
5. Charge the base fees to each individual apartment or business. She reported there are currently 74 units not being charged the base fee.

The council recommended a letter be sent to the 8 property owners who are currently not paying the per unit base fee.

**Motion by Bjork, seconded by Carlson to adjourn the meeting at 8:00 p.m. Motion carried unanimously.**

ATTEST:

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Ronald Hungerford  
Mayor

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Terri Boese  
Clerk/Treasurer