

**SPECIAL MEETING OF THE DASSEL CITY COUNCIL
MARCH 7, 2017, 7:00 P.M.
DASSEL CITY HALL**

The special meeting of the Dassel City Council was called to order by Mayor Hungerford at 7:00 p.m. on March 7, 2017 at the Dassel City Hall.

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

Absent: Hallquist (1)

The purpose of the meeting was to discuss the following items and conduct a 3-month review of the Public Works Director.

The meeting was closed at 7:09 p.m., at the recommendation of City Attorney Greenley, to discuss negotiation strategies in regard to a street easement agreement.

The meeting was reopened at 7:24 p.m.

Motion by Bemenderfer, seconded by Carlson to authorize City Attorney Greenley continue with the easement agreement and negotiate the terms of the agreement on the City's behalf. Motion carried unanimously.

City Engineer DeWolf provided an overview of the process required to complete a Capital Improvements Plan (CIP). He discussed 4 options: Street & utility infrastructure; City buildings; Water & Wastewater treatment facilities; and Future expansion.

The council directed DeWolf to provide cost estimates for the above 4 CIP development options. He will present the estimates at the next council meeting.

Clerk Boese presented the proposed 2017 Water, Sewer, and Surface Water budgets. The budgets include the following proposed rate increases:

Water Base	\$16.25	increase of \$.38 per month
Per 1,000 gal fee	\$ 8.50	increase of \$.28 per 1000 gal
Sewer Base	\$21.00	no change
Per 1,000 gal fee	\$ 6.60	increase of \$.50 per 1000 gal
Surface Water - Residential	\$ 2.00	increase of \$.50 per month
Commercial	\$ 3.00	across the board.
Industrial	\$ 4.25	

Motion by Carlson, seconded by Bemenderfer to approve the rate increases as presented, effective April 1, 2017 with base rates being charged for each residential and/or commercial unit not per meter as had been done in the past. The new rates will be added to the Fee Schedule Resolution for adoption at the next regular meeting. Motion carried unanimously.

Motion by Carlson, seconded by Bjork to approve the 2017 Water Fund Budget in the amount of \$386,065; Sewer Fund Budget in the amount of \$366,174; and Surface Water Budget in the amount of \$15,123 as presented. Motion carried unanimously.

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Public Works Director Zwilling requested the meeting be closed to conduct his 3-month performance review.

The meeting was closed at 8:00 p.m. and reopened at 8:40 p.m.

The council recommended Zwilling research options for leadership classes and authorized him to attend the class of his choice as it relates to his job position.

Motion by Bjork, seconded by Hungerford to appoint Greg Nelson to the Planning & Zoning Commission to serve a term ending on 12/31/17. Motion carried unanimously.

Motion by Bemenderfer, seconded by Carlson to authorize Clerk Boese to seek bids on renovating the front office area for increased security and office furniture as needed, pending council approval. Motion carried unanimously.

Motion by Bemenderfer, seconded by Bjork to advertise for a part time museum custodian position. Motion carried unanimously.

The council reviewed a request from the EDA to hire a part time administrative assistant. The council referred the request to the Personnel Committee for a recommendation.

Motion by Bjork, seconded by Carlson to adjourn the meeting at 9:02 p.m. Motion carried unanimously.

ATTEST:

Ronald Hungerford
Mayor

Terri Boese
Clerk/Treasurer