

**REGULAR MEETING OF THE DASSEL CITY COUNCIL  
MARCH 20, 2017, 7:10 P.M.  
DASSEL CITY HALL**

The regular meeting of the Dassel City council was called to order by Mayor Hungerford at 7:10 p.m. on March 20, 2017 at the Dassel City Hall.

Mayor Hungerford led the opening Pledge of Allegiance.

Present: Council members Bemenderfer, Bjork, Carlson, Hallquist and Mayor Hungerford (5)  
Absent: (0)

**APPROVAL OF MINUTES**

**Motion by Bjork, seconded by Bemenderfer to approve the February 21, 2017 Regular Meeting and March 7, 2017 Special Meeting minutes with one correction. Motion carried unanimously.**

**OPEN FORUM**

Marvel Erickson representing Discover Dassel presented a request to add a hosta rock garden in Breeds Park along Hwy 12 and also requested assistance with fuel costs for the volunteer waterer's equipment. This item will be discussed at the next council special meeting.

Wayne Murphy and Larry Huhn presented questions to the council in regard to the Summit Hills Homeowner's Association and the covenants. Discussion on this item was added to the agenda.

**ADDITIONS OR OMISSIONS TO THE AGENDA**

Addition to the agenda, item Council & Committee Reports 7E. Summit Hills.

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

**CONSENT AGENDA**

- A. Adopt Resolution 2017-006 Annual Fee Schedule
- B. Accept John Crayford's resignation from the Planning & Zoning Commission effective immediately.
- C. Approve the MN Minn-E-Rod Association's request to close the 200-300 block of Atlantic Ave W on Sunday, September 3, 2017 as part of the Red Rooster events.

**Motion by Carlson, seconded by Hallquist to approve Consent Agenda items A, B & C as listed above. Motion carried unanimously.**

**Motion by Carlson, seconded by Bemederfer to amend the Annual Fee Schedule to include Security Deposits for the City Hall and Museum/Community Center rental and add Annexation Requests as actual cost to the city also. Motion carried unanimously.**

**Council & Committee Reports**

Action on committee appointments was tabled until the April meeting.

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The council reviewed the following: 2016 DCBA annual report; Planning & Zoning Commission minutes of February 7, 2017 meeting and March 13, 2017 meeting draft minutes; and EDA minutes of December 1, 2016 and the March 2, 2017 meeting draft minutes.

Clerk Boese will email the Summit Hills Association Board Secretary and request that property owners submit questions regarding Summit Hill regulations to her within the next 7-10 days for committee discussion. Council representatives will discuss this issue in depth with the Association Board members, a home owner representative and a contractor representative at the joint meeting scheduled on April 4<sup>th</sup>.

EDA President Ackerman requested he be able to block off ½ of Third Street for Food Truck Fridays this summer. The council will review this request in depth at the next meeting.

Ackerman explained he is working on a business incubator project and he has been meeting with potential restaurant owners. He provided an update on his meeting with a website designer.

Ackerman also requested the Planning Commission start focusing on bringing new businesses to town and where to locate them.

**DEPARTMENT REPORTS**

Clerk/Treasurer

Clerk Boese reported on the Personnel Committee meeting with the Department Heads on March 7<sup>th</sup>. Attorney Greenley will be reviewing the Personnel Policy and presenting updated language for City Council approval in the coming month.

**Motion by Carlson, seconded by Hallquist to approve the 2018 Fire Department budget of \$223,425 as recommended by the Fire Advisory Board. Motion carried unanimously.**

**Motion by Bemenderfer, seconded by Carlson to authorize Bolton & Menk to complete a street and infrastructure capital improvements plan with a budget not to exceed \$7,900; to complete a city building capital improvement plan for the city hall building with a budget not to exceed \$4,500; and to complete a review of future industrial park expansion along with development of the Page property along Highways 12 & 15 with a budget not to exceed \$1,500. Motion carried unanimously.**

The council reviewed a draft of City Code Chapter 152: Subdivision regulations and will discuss the proposed ordinance in depth at the April council meeting as they had several questions on some of the language in the document.

City Attorney

**Motion by Bemenderfer, seconded by Carlson to approve the Pro Works (Again & Again) Commercial Lease Agreement as presented by Attorney Greenley. Motion carried unanimously.**

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Attorney Greenley provided an update on his negotiations with Kyle Ackerman, owner of Xtratyme Technologies on the antenna lease for the city water tower. He will continue discussions with Ackerman and report back at the April meeting.

Greenley updated the council on the Miller Manufacturing/Golden Angle encroachment agreement. He sent a letter to Golden Angle's counsel and is waiting their response.

**Fire Chief**

Assistant Chief Enerson reported that the total year to date calls are 55 of which 9 have been in the city of Dassel.

**Liquor Store Manager**

Mayor Hungerford reviewed the February, 2017 liquor store report which showed gross sales of \$70,771.41 a decrease of 5% from the previous year. Manger Vetsch is looking to add staff before summer. Sunday liquor sales legislation was signed into law and will allow sales of liquor on Sundays between the hours of 11:00 am and 6 pm. Hungerford requested input from the council and staff as to whether the city should consider opening on the Liquor store on Sundays. This item will be discussed in more depth at the next meeting.

**Public Works Director**

Director Zwilling presented bids for sewer cleaning and televising as follows:

Visu Sewer	\$16,960	\$12,480
Hydro Clean	\$12,000	\$ 8,640
J & R Wastewater	\$20,000	\$15,200

**Motion by Carlson, seconded by Bemenderfer to accept the Hydro Clean bid of \$20,640 to clean and televise a portion of the city sewer mains in 2016. Motion unanimously carried.**

Zwilling also presented bids for lift station generator maintenance as follows:

Generac Power Systems	\$5,357.00
Cummins Sales & Service	\$5,392.74

**Motion by Carlson, seconded by Hallquist to accept the 3-year contract from Generac Power Systems at a cost of \$5,357 per year. Motion carried unanimously.**

Zwilling informed the council that high service pump #2 continues to have issues. Bonniwell Electric reviewed the electrical system and will make the necessary repairs in the next 2 weeks.

**Sheriff's Office**

Deputy Nelson reviewed the calls which showed a total of 70 for the month of February.

**CLAIMS FOR PAYMENT**

**Motion by Carlson, seconded by Bjork to approve payment of claims in the amount of \$116,820.95 as presented. Motion carried unanimously.**

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**Motion by Bjork, seconded by Bemenderfer to adjourn the meeting at 8:35 p.m. Motion carried unanimously.**

ATTEST:

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Ronald Hungerford  
Mayor

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Terri Boese  
Clerk/Treasurer