

**SPECIAL MEETING OF THE DASSEL CITY COUNCIL  
MAY 18, 2017, 7:40 P.M.  
DASSEL CITY HALL**

The special meeting of the Dassel City Council was called to order by Mayor Hungerford at 7:04 p.m. on May 18, 2017 at the Dassel City Hall.

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

Absent: (0)

Also present: Andrew Carlson (previous city council member) and Sara Beavers of Oberloh and Associates.

The purpose of the meeting was to review the 2016 annual audit report and other miscellaneous items listed below.

**Motion by Bemenderfer, seconded by Hallquist to approve Andrew Carlson's request to withdraw his resignation as city council member, which had been accepted by the council on May 15, 2017 but not declared as vacant yet. Motion carried unanimously.**

City Auditor, Beavers reviewed the 2016 audit report. She commended the city for its diligent work on increasing reserve funds. In 2013 the council had adopted a policy requiring a minimum of 35% reserve balance within 5 years. The reserve balance at the end of 2013 was 6%. At the end of 2016 the reserve balance was 34.3% and the city had effectively reached its goal a year early. Additionally, GASB 68 - pension liability was reviewed. The increase in PERA pension liability had a negative impact on the Liquor Fund for the second year in a row, even though liquor sales were nearly at an all-time high for the year. Bond pay off dates were discussed along with the construction-in-progress amount included in the report. Beavers reported that the monies received from the sales of lots in Summit Hills were applied to the outstanding negative balances in the debt funds and now all city funds were showing positive balances.

**Motion by Carlson, seconded by Hallquist to approve the 2016 audit report as presented. Motion carried unanimously.**

Fire Chief Grochow presented information regarding the Fire Relief Association's request for a pension increase. The report showed the fund is currently overfunded by 20%.

**Motion by Bemenderfer, seconded by Carlson to approve the Fire Relief Association's request to increase the pension amount from \$2,600 to \$2,800 per year of service effective 5/18/17. Motion carried unanimously.**

**Motion by Hungerford, seconded by Bemenderfer to accept Council member Bjork's resignation effective upon appointment of a new council member. Motion carried unanimously.**

**Motion by Bemenderfer, seconded by Hallquist to adopt Resolution 2017-010 Declaring a City Council Vacancy, advertise the vacancy, take applications and hold a special meeting on June 14, 2017 at 5:00 p.m. at the History Center to conduct interviews for the open position. Motion carried unanimously.**

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**Motion by Bemenderfer, seconded by Hallquist to adopt Resolution 2017-009 amendment as presented. The amendment included the words ‘Block 1’, for Sunrise Circle which was missing in the original amendment. Motion carried unanimously.**

Clerk Boese reviewed the block number errors on the Summit Hills Planned Unit Development map that was adopted. The council called a public hearing to amend the map to include block numbers on 3 sections of the map to be held on June 19, 2017 at 7:00 p.m.

**Motion by Hungerford, seconded by Carlson to pursue conveyance of Outlots C & E of Summit Hills for public purposes from the State of Minnesota. A resolution will be presented for approval at the June 19, 2017 meeting. Motion carried unanimously.**

**Motion by Hallquist, seconded by Bemenderfer to approve the Personnel Committee’s recommendation to change the status of the Museum Director’s position from part time to full time and increase the hours from 30 hours per week to 32.5 hours per week effective immediately. Motion carried unanimously.**

**Motion by Hallquist, seconded by Bemenderfer to adjourn the meeting at 9:35 p.m. Motion carried unanimously.**

ATTEST:

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Ronald Hungerford  
Mayor

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Terri Boese  
Clerk/Treasurer