

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
DECEMBER 18, 2017, 7:00 P.M.
DASSEL CITY HALL**

The regular meeting of the Dassel City council was called to order by Mayor Hungerford at 7:00 p.m. on December 18, 2017 at the Dassel City Hall.

Mayor Hungerford led the opening Pledge of Allegiance.

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

APPROVAL OF MINUTES

Motion by Weseloh, seconded by Hallquist to approve the two November 20, 2017 Public Hearings; November 20, 2017 Special Meeting; and the November 20, 2017 Regular Meeting minutes as presented. Motion carried unanimously.

OPEN FORUM

David Backes requested a donation from the city for the proposed fishing pier on Spring Lake. Meeker County is working with the DNR for the construction and installation of the pier. Council member Carlson questioned the legalities of donating city tax monies on a project outside the city limits. Clerk Boese will research the request and have more information at the January meeting.

Addition to the agenda:

Item 8A2. Departmental Reports, Clerk/Treasurer: LMCIT Insurance Dividend.

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

CONSENT AGENDA

Approve not waiving the monetary limits for the 2018 LMCIT Liability Insurance Coverage. City Attorney Greenley explained the implications of waiving or not waiving the monetary limits.

Motion by Bemenderfer, seconded by Carlson to approve the 1 consent agenda item as listed above. Motion carried unanimously.

COUNCIL & COMMITTEE REPORTS

The council reviewed the following committee minutes:

1. EDA Regular Meeting Minutes August 17, 2017
2. EDA Regular Meeting Minutes September 14, 2017
3. EDA Regular Meeting Minutes October 5, 2017
4. EDA Regular Meeting Minutes November 2, 2017
5. EDA Regular Meeting Minutes December 7, 2017 (*draft*)
6. Planning & Zoning Regular Meeting Minutes August 22, 2017
7. Planning & Zoning Regular Meeting Minutes September 20, 2017
8. Red Rooster Committee Regular Meeting Minutes August 3, 2017

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Mayor Hungerford informed the council that the EDA has created goals and will be working on updating the mission statement. Lots of positive changes will be happening in 2018.

Clerk Boese asked the council member who are interested in attending the League's Newly Elected or Experienced Officials Conference to let her know as soon as possible to book rooms and register for the conference.

Council member Weseloh reported he is on the nominating committee for Red Rooster and they are looking for several event chair persons. Persons interested in serving on the committee were directed to contact Weseloh or Fire Chief Grochow.

Council member Bemenderfer provided an update on the city website and requested an additional city contribution of \$500.

Motion by Bemenderfer, seconded by Weseloh to approve an additional \$500 city contribution to the website project. Motion carried unanimously.

DEPARTMENT REPORTS

Clerk/Treasurer

Clerk Boese reported on the following upcoming meetings and events:

1. Discover Dassel, Tuesday, December 19 at 5:00 pm, History Center
2. City Hall will be closed Friday, December 22 (Christmas Eve) and Monday, December 25 (Christmas Day) and Monday, January 1 (New Year's Day)
3. EDA Regular Meeting, Thursday, January 4 at 6:00 pm, City Hall
4. Red Rooster Meeting, Thursday, January 4 at 7:00 pm, City Hall
5. Department Head Meeting, Wednesday, January 10 at 7:00 am, History Center
6. City Hall will be closed Monday, January 15 (Martin Luther King Day)
7. The January Regular City Council meeting and Breeds Park Public Hearing will be Tuesday, January 16 at 7:00 pm, City Hall
8. Notice of rate increase from Charter Communications
9. The MMS CHS Community Health Assessment and Community Health Improvement Plans have been received. A full copy is available at City Hall.

Boese recommended due to the number of complaints received from utility customers, unresolvable problems with adding new utility meters, and a multitude of other issues with the new software and (PayPal) payment processing method, that the city return to using the previous providers, Banyon Data Systems (software) and Payment Service Network (payment processing). Staff is in the process of entering all the 2017 payments and receipts into the old system in preparation for the upcoming audit.

Motion by Carlson, seconded by Hallquist to use Banyon software and Payment Service Network and discontinue using Asyst and PayPay, and to enter all data into Banyon for the 2017 audit. Motion carried unanimously.

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Motion by Bemenderfer, seconded by Hallquist to approve the transfer of any unspent capital outlay monies in the 2017 budget to their respective 500 funds. Motion carried unanimously.

Motion by Bemenderfer, seconded by Hallquist to adopt the Personnel Policy as presented with an effective date of January 1, 2018. Motion carried unanimously.

Motion by Carlson, seconded by Weseloh to authorize Meeker County to act as the Local Board of Appeal and Equalization on behalf of the City of Dassel for 2018. Motion carried unanimously.

Motion by Bemenderfer, seconded by Hallquist to certify the following utility special assessments to Meeker County Auditor for collection in 2018:

Account	Serv Addr	PID	Amt to be Assessed
01-00000788-00-2	1187 SUMMIT COVE	23.0788000	\$162.55
01-00000205-01-3	361 LAKE STREET	23.0205000	\$158.68
01-00000275-03-0	221 6TH STREET S	23.0275000	\$533.52
00-00000430-01-0	631 3RD STREET N	23.0430000	\$156.32
00-00000630-11-2	105 SUMMIT AVE	23.0631000	\$118.65
Total			\$1,129.72

Boese reported that the city had received a dividend from the League of MN Cities in the amount of \$10,076.

City Attorney

Attorney Greenley provided an update on the proposed website contract. The council reviewed his list of comments and authorized Greenley to work with Municode on the language changes he recommended. It was agreed to bring the final agreement back to the council at the January meeting.

Greenley also reported on the lack of response from Crown Castle on the tower permit request.

Fire Chief

Chief Grochow stated there were 27 calls for the month of November. He reported some pump and valve repairs had to be completed for approximately \$3,000. These were unanticipated repairs. Grochow said santa arrived for the Dazzle Dassel event and it went off without any

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problems other than the cold. The SCBA FEMA grant is proceeding, he is still working on obtaining the generator from Cokato and the annual banquet will be January 27th.

Liquor Store Manager

Mayor Hungerford reported liquor sales for November were down about 2% or \$87,675.70.

Museum Director

Director Holje reported that there were approximately 3,236 volunteer hours at the History Center in 2017. Meeker County Heritage Preservation group is proceeding with ideas to promote history in Meeker County. The MN Historical Society has awarded a \$38,790 grant to the city for the repair/replacement of windows in the Ergot building. The city contribution of \$5,000 will be split 50/50 between the city and the Dassel Area Historical Society.

Public Works Director

Director Zwilling reminded residents not to park on city streets during or after a snowfall event. They have started flooding the skating rink and hope the weather will cooperate to have it open over the Christmas break. He updated the council on what modifications are needed as addressed by the Department of Health during their annual inspection. The council reviewed a copy of the report.

City Engineer

Engineer DeWolf presented information on the Transportation Alternatives Grant Application. He reported the grant would be for the 2022 funding cycle.

Motion by Bemenderfer, seconded by Carlson to adopt Resolution 2017-017 Supporting Transportation Alternatives Solicitation Application for the Dassel Elementary School Pedestrian Improvement Project as follows:

WHEREAS, the City of Dassel supports the Transportation Alternatives grant application made to the Minnesota Department of Transportation for the Dassel Elementary School Pedestrian Improvement Project.

AND WHEREAS, the application is to construct trails, concrete sidewalks and safety improvements for the City of Dassel and the Dassel Elementary School.

NOW, THEREFORE, BE IT RESOLVED, that the City is committed to the local match requirements and hereby agrees to assume full responsibility for the operation and maintenance of the facilities constructed as part of the project for their useful life.

Motion carried unanimously.

Motion by Weseloh, seconded by Hallquist to approve the storm sewer easement on Lot 6, Block 7, Summit Hills as presented and authorize Attorney Greenley to draw up the paperwork to accept the easement. Motion carried unanimously.

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Sheriff's Report

Deputy Johnson reported there were 57 calls in the month of November. He also informed the council that he would be leaving the Sheriff's office. The council thanked him for his service and wished him luck in his new position.

CLAIMS FOR PAYMENT

Motion by Hallquist, seconded by Weseloh to approve payment of claims in the amount of \$281,450.12 as presented. Motion carried unanimously.

OLD BUSINESS

Motion by Bemenderfer, seconded by Weseloh to amend the Tobacco Policy to include a distance from buildings of 20' and purchase signs and ashtrays for each building. Motion carried unanimously.

NEW BUSINESS

The council accepted the 2018 Red Rooster budget as presented.

The council reviewed a request from Larry Huhn to donate to donate Outlot D, Summit Hills to the city for the value in the amount he paid for it at the County tax forfeit sale. The council also reviewed Attorney Greenley's comments in regard to the request and a resolution accepting the donation.

After much discussion, a motion was made by Hungerford, seconded by Weseloh to postpone the decision until more information is received and will be prepared to discuss the request again at the January meeting. The motion was carried with Bemenderfer voting no.

Motion by Hallquist, seconded by Bemenderfer to adjourn the meeting at 9:23 p.m. Motion carried unanimously.

ATTEST:

Ronald Hungerford
Mayor

Terri Boese
Clerk/Treasurer