

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
JULY 16, 2018, 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 July 16, 2018 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: None (0)

APPROVAL OF MINUTES

Motion by Bemenderfer, seconded by Hallquist to approve the May 21, 2018 Regular Meeting; June 18, 2018 Regular Meeting; and the June 25, 2018 Special Meeting minutes with one correction. Motion carried unanimously.

OPEN FORUM

Joyce Aakre provided an update on the Home to Roost Project through the University of Minnesota Extension Services. There are eight groups that have formed and have projects in mind. Projects include: Beautify Dassel, Seasonal Post Cards, Murals, Newcomer Packet, Video Webpage, Housing Committee, Farmer's Market and Active Community. Aakre invited anyone interested in learning more to attend the funding meeting on Tues, July 17 at 6 p.m. at the History Center.

Lynda Peterson explained the Mural Committee's proposed project. They plan to paint a 16' x 48' mural of 'all things Dassel' on the west side of the Xtratyme Building on Hwy. 12. The mural will be painted on primed plywood and hung up on a frame structure.

Matt Doughty representing the nonprofit Firefighters with PTSD presented information on a bike and classic car run with firefighter escort from Delano to Dassel to Clearwater. The group will arrive in Dassel between 12:20 p.m. and 12:40 p.m. on Saturday, July 28, 2018, stopping at Thirsty's Tavern. The group will be in Dassel approximately an hour and a half. Mr. Doughty is seeking approval to close the one-block area in front of Thirsty's on Atlantic Avenue from 12:00 p.m. to 1:30 p.m. for a burn-out contest.

Motion by Bemenderfer, seconded by Carlson to approve the request to close the 200 block of Atlantic Avenue from 12:00 p.m. to 1:30 p.m. on Saturday, July 28, 2018 for a "burn-out contest" for the bike and classic car run. Motion carried. Weseloh abstained.

Larry Oberg requested help with the following items for the Red Rooster Day parade: Signs; volunteers to judge non-ambassador floats; contact information for Sherburne-Wright Cable TV; making sure the 5th Street improvement project doesn't impede the parade route line-up. He also stated First Street and County Road 4 will remain open until ten minutes before the parade begins, other streets will be blocked as needed and Fifth Street will be blocked the entire time; and Ellsworth Air Force Base, Rapid City, South Dakota will do a fly-over at 2:00 p.m.

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**Motion by Bemenderfer, seconded by Hallquist to approve the agenda as presented.
Motion carried unanimously.**

CONSENT AGENDA

- A. Motion to accept the 2017 audit report as presented by City Auditor, Oberloh & Associates.
- B. Transfer \$843.00 from the General Fund to cover the negative balance in the TIF Fund and close the TIF Fund.
- C. Transfer \$15,001.00 from the EDA Fund to the General Fund to clear the due-to/due-from balance.
- D. Merge the Capital Improvement Fund, with a negative balance of \$4,940.00, with the Capital Equipment Fund.

Motion by Bemenderfer, seconded by Carlson to approve Consent Agenda Items A-D listed above. Motion carried unanimously.

COUNCIL & COMMITTEE REPORTS

- A. The council reviewed the Red Rooster Day Committee Meeting draft minutes of May 3, 2018. Councilmember Weseloh reported a need for a secretary and other volunteers. The next committee meeting is Thursday, August 2, 2018 at 7 p.m. at City Hall.
- B. Councilmember Bemenderfer reported the AED units will be delivered soon. Training for the Heart Safe Community Project will be provided by Allina Health, free of charge.
- C. Councilmember Weseloh reported on the League of Minnesota Annual Conference.
- D. Councilmember Carlson spoke with Mark Redman, Lions Club representative in regard to their desire to make a donation toward a city project. The Discover Dassel group has been charged with making a recommendation.

DEPARTMENTAL REPORTS

Clerk/Treasurer

Clerk Boese reported on the following upcoming meetings and events:

- 1. Discover Dassel Meeting – NO MEETING THIS MONTH.
- 2. Dassel Area Historical Society Board Meeting on Tuesday, July 24, 2018 at 10 a.m. at the History Center.
- 3. Heart Safe Community Meeting on Wednesday, July 25, 2018 at 5 p.m. at the History Center.
- 4. City Council filing dates are from Tuesday, July 31, 2018 to Tuesday, August 14, 2018 at 5 p.m.
- 5. Red Rooster Meeting is on Thursday, August 2, 2018 at 7 p.m. at City Hall.
- 6. State Primary Election is on Tuesday, Aug 14, 2018 at 7 a.m. to 8 p.m. at City Hall.

Motion by Weseloh, seconded by Bemenderfer to purchase a new commercial refrigerator for the Event Center kitchen at a cost of \$1,799, with the Dassel Area Historical Society paying ½ the cost. Motion carried unanimously.

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City Attorney

Attorney Greenley provided an update on Miller Manufacturing and Golden Angle Properties vs. City of Dassel and Meeker County. The plaintiffs' original counsel has withdrawn from the case. Miller Manufacturing will be represented by Matt Anderson and Golden Angle Properties will be represented by Steve Sperry. Mayor Hungerford and one other council member will attend the mediation at Meeker County Court House on August 15, 2018.

Fire Chief

Mayor Hungerford read the Fire Chief's report. There were 27 calls in June bringing the year-to-date total to 182 calls. The generator donated by the City of Cokato has been delivered.

Liquor Store Manager

Manager Vetsch presented the monthly report which showed June sales of \$122,531.16, an increase of 3% over last year. Staff is busy day to day keeping the shelves stocked. July is looking good and on track for a 5% increase for the year.

Museum Director

Director Holje asked the council for approval to look into to establishing a Historic Preservation Commission.

Motion by Hungerford, seconded Bemenderfer to authorize Holje to create a committee to look into, investigate and present to the City Council a recommendation on creating a Historic Preservation Commission and ordinance. Motion carried unanimously.

Holje reported the following: Meeker County Master Gardeners' tour in Dassel was a success; Art on Four is going on; Jeff Keller's Photography will be on display until July 25, 2018; Kurt Meyer's Vases and Vessels art collector is on display until August 4; Tiffany replica lamp exhibit will be on in September and October; Summer Music Jam sessions are the fourth Monday in July and August; Dassel Story Slow Roll will be the second Saturday of the month July through October; music at the Mushroom on July 19 and July 26; performance by the Sun Dogs on July 26th and a flower show also that day.

Public Works Director

Director Zwilling reported that 11.45 million gallons were discharged in June. Hydro Engineering has completed repairs on the broken line and valve. Zwilling reminded residents to blow their grass clippings away from the street.

City Engineer

DeWolf reviewed the bids received for the 2018 Improvement Project. The overall low bidder was Mid-Minnesota Hot Mix, Inc., on four out of the seven bid alternates. All of the bid amounts are below or near the Engineer's Estimate with the exception of Bid Alternate 2. The City Engineer recommended bid alternates #1, #3, #5, #6 and #7 in the amount of \$572,734.05. Bid alternate #2, the bid amount is approximately 20 percent over the estimate, which could be

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completed in the future. He stated the project will not interfere with Red Rooster Days and will be completed before winter.

Motion by Bemenderfer, seconded by Carlson to adopt Resolution 2018-017 Accepting Bid and Awarding Contract to Mid-Minnesota Hot Mix, Inc. for Bid Alternatives #4, #6 and #7. Motion carried with Hallquist and Weseloh voting no.

**CITY OF DASSEL
RESOLUTION ACCEPTING BID AND AWARDING CONTRACT
2018 IMPROVEMENT PROJECT**

WHEREAS, pursuant to an advertisement for bids for the 2018 Improvement Project, which includes improvements to Summit Cove, Hilltop Drive and Fifth Street, bids were received, opened and tabulated according to the law, and the following bids were received complying with the advertisement:

Section	Engineer's Estimate	Mid-Minnesota Hot Mix, Inc.	Hardrives, Inc.	Duininck, Inc.
Bid Alternate #4	\$160,000.00	\$168,275.60	\$167,781.06	\$215,578.20
Bid Alternate #6	\$35,000.00	\$33,912.00	\$34,662.02	\$31,130.00
Bid Alternate #7	\$15,000.00	\$13,800.00	\$31,808.20	\$16,050.00

AND WHEREAS, it appears that Mid-Minnesota Hot Mix, Inc., of Annandale, Minnesota is the lowest responsible bidder,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF DASSEL, MINNESOTA:

1. The Mayor and Clerk are hereby authorized and directed to enter into the attached contract for Bid Alternates #4, #6 and #7 with Mid-Minnesota Hot Mix, Inc., of Annandale, Minnesota in the name of the City of Dassel for the improvement of Summit Cove, Hilltop Drive and Fifth Street; and Fifth Street, CJ Moe Boulevard and miscellaneous bituminous patch and concrete repairs according to the plans and specifications therefore approved by the City Council and on file in the Office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder, and the next lowest bidder shall be retained until a contract has been signed.

DeWolf provided background information on the Chuck & Cindy Nelson residence that has experienced sewer backup issues after heavy rains and a power outage at Simon Street lift station. An electrical engineer has inspected the electrical panel the wiring for the battery backup

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and will be doing additional alarm testing. The Nelsons are requesting that the city replace the two backflow valves in their basement. The cost is approximately \$1,500 each.

Motion by Weseloh, seconded by Bemenderfer to replace the two backflow preventer valves at 100 7th St S. at a cost up to \$3,000 if the replacement will not be covered by the city's insurance provider. Motion carried unanimously.

Sheriff's Report

Deputy Hare introduced herself as the new City of Dassel Deputy. She reported 85 calls for the month of June.

CLAIMS FOR PAYMENT

Motion by Bemenderfer, seconded by Carlson to approve payment of claims in the amount of \$133,908.29 as presented. Motion carried unanimously.

NEW BUSINESS

The Council reviewed the Planning & Zoning Commission's recommendation to approve a coving line variance for Carl Rokala on Lots 27-33, Block 3, Summit Hills Addition. The proposed variance would allow a road right-of-way setback of 35' instead of the existing PUD coving line. Gary Wilking representing Summit Hills Home Owners Association expressed concern about the front yard setback.

Motion by Bemenderfer, seconded by Weseloh to approve the variance request for Carl Rokala on Lots 27-33, Block 3, Summit Hills Addition as recommended by the Planning & Zoning Commission to allow a 35' road right-of-way setback instead of the existing PUD coving line setbacks. Motion carried unanimously.

The council will hold a special budget workshop meeting on Wednesday, August, 22nd at 5:00 p.m.

The meeting was recessed at 8:52 p.m. and reconvened in closed session at 8:57 p.m. for the purpose of conducting Public Works Director Zwilling's annual performance review.

The meeting was reopened at 9:20 p.m.

The Council agreed Zwilling had successfully completed his annual performance review.

Motion by Weseloh, seconded by Bemenderfer to adjourn the meeting at 9:21 p.m. Motion carried unanimously.

ATTEST:

Ronald Hungerford
Mayor

Terri Boese
Clerk/Treasurer