

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
SEPTEMBER 17, 2018, 7:01 P.M.
DASSEL CITY HALL**

The Regular Meeting of the Dassel City Council was called to order by Mayor Hungerford at 7:01 p.m. on September 17, 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 Weseloh, seconded by Bemenderfer to approve the August 16, 2018 Special Meeting; August 20, 2018 Regular Meeting; August 22, 2018 Special Meeting; and September 5, 2018 Special Meeting Minutes with three corrections. Motion carried unanimously.

OPEN FORUM

1. Marissa Kraushaar and Jen Schlueter of Xtratyme Technologies Tecknocenter, presented information regarding the first annual community Halloween event. The event will include games for younger children and a haunted house for children 12 years and older. They requested donations of old Halloween decorations, old bed sheets, candy or monetary donations and volunteers to staff the haunted house. The community is invited to the Haunted House on Saturday, October 27th from 4:00 to 10:00 p.m. and the Halloween Party on Wednesday, October 31st at the Tecknocenter.
2. Lynda Peterson requested the City Council consider a new city slogan for the city website and for city advertising. The idea was introduced at the Home to Roost Forum and voted on. The new city slogan requested for consideration to be used with the existing Rooster logo is "Artful Country Living."

ADDITIONS OR OMISSIONS TO AGENDA

1. Add item 7D. Council and Committee Reports - HeartSafe Committee update.

Motion by Hallquist, seconded by Carlson to approve the agenda with one addition listed above. Motion carried unanimously.

CONSENT AGENDA

1. Adopt Resolution 2018-018 Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations.
2. Adopt Resolution 2018-019 Resolution Calling a Public Hearing on Proposal to Adopt Street Reconstruction Plan and Intent to Issue General Obligation Bonds.

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

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COUNCIL & COMMITTEE REPORTS

1. The Council reviewed the Planning & Zoning Commission August 15, 2018 Regular Meeting (draft) minutes. Council member Weseloh updated the Council on Wells Fargo request to install signs on the Red Rooster Foods building. The Wells Fargo ATM is already located inside the store. The sign ordinance was discussed and forwarded to the City Attorney.

Motion by Hallquist, seconded by Bemenderfer to appoint Al Sexton to the Planning & Zoning Commission to a term expiring on December 31, 2019. After much discussion all members were opposed and the motion failed.

2. The council reviewed the Fire Advisory Board, August 28, 2018 Semi-Annual Meeting (draft) minutes. Mayor Hungerford reported on the FEMA grant which has been received for replacing the self-contained breathing apparatuses (SCBA) equipment. Additional costs not covered by the grant will come out of the Fire Department budget. Future truck purchases were discussed at the Board meeting. The emergency generator is in the process of being hooked up.
3. The Personnel Committee will review the People Service's Draft Scope of Service Proposal and present a recommendation at the next meeting.
4. Council member Bemenderfer stated the Allina CPR and AED training will take place at the History Center on October 17th at 1:00 p.m. for approximately 45 minutes and encouraged all members of the community to participate. The City will receive its AED units that day for installation at City Hall, the History Center and the Dassel Liquor Store.
5. Council member Carlson indicated there is a pile of dirt at Saint's field available to anyone interested.

DEPARTMENTAL REPORTS

Clerk/Treasurer

Clerk Boese reported on the following upcoming meetings and events:

1. Discover Dassel meeting Tuesday, September 18th at 5:00 p.m. at the Dassel History Center.
2. Cable Commission meeting Thursday, September 20th at 1:00 p.m. in Buffalo.
3. Dassel Area Historical Society Board meeting Tuesday, September 25th at 10:00 a.m. at the Dassel History Center.
4. Department Head meeting Wednesday, October 10th at 7:00 a.m. at the Dassel Fire Hall.
5. Negotiations Committee meeting with AFSME Union Monday, October 15th at 3:00 p.m. at the Dassel City Hall.

Other Items:

1. The Wellhead Protection Plan Part II is available for review at Dassel City Hall.

Motion by Weseloh, seconded by Bemenderfer to approve the 2019 General Fund Budget of \$1,034,093 with one change: move \$5,000 from line item 101-46520-241 EDA/Beautification to line item 101-45200-241 Parks/Recreation. Motion carried unanimously.

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Motion by Bemenderfer, seconded by Hallquist to approve the Proposed 2019 General Fund Levy as follows and schedule the Truth in Taxation Public Hearing on December 17, 2018 at 6:30 p.m. Motion carried unanimously.

<i>LEVY PURPOSE</i>	<i>PROPOSED LEVY</i>
Net Tax Capacity based levies	
1. Total General Fund	\$ 560,276
2. General Obligation Bonded Debt	\$ 130,000
3. Other Debt	_____
4. Road and Bridge	_____
5. Miscellaneous (Fire Protection)	\$ 61,717
 Total Net Tax Capacity Levies	 \$ 751,993
Market value based referendum levies	
6. General Obligation Bonded Debt	_____
7. Other Debt	_____
8. Other	_____
 Total Market Levies	 _____
 Total Certified Levy (Net Tax Capacity and Market Value)	 \$ 751,993

**TRUTH IN TAXATION
 PUBLIC HEARING DATE**

Date: Monday, December 17, 2018
 Time: 6:30 p.m.
 Location: Dassel City Hall

Motion by Bemenderfer, seconded by Weseloh to approve changing employee health insurance benefits to Public Employees Insurance Plan (PEIP) and retain AT Group as agent to administer the plan; including COBRA benefits for the period 12/1/18 through 12/31/20. Motion carried unanimously.

The council discussed changes to Appendix A Summary of Insurance Benefits of the Personnel Policy and asked for additional clarification. This item will be discussed at the next regular meeting.

Motion by Bemenderfer, seconded by Carlson to approve the proposed 2020 Fire Fund Budget as recommended by the Fire Advisory Board in the amount of \$284,542. Motion carried unanimously.

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Fire Chief Report

Chief Grochow reported the following:

1. There was a total of 23 calls for the month of August, 215 calls through the end of August and 232 year-to-date calls.
2. September 25, 2018, one-third to one-half of the Dassel Fire & Rescue membership will participate in a county-wide Mass Casualty Incident/Mass Fatality Incident training south of Litchfield with approximately 21 other agencies involved.
3. The Department will host the annual pork chop dinner on Friday, October 12th from 5-8pm at the end of Fire Prevention Week.
4. The Department received 10 Wildland light-weight jackets.
5. The Meeker Co-op grant was used to purchase ManSavers.
6. The Department was awarded \$5,700 by the Minnesota Board of Firefighter Training & Education for training reimbursement from July 1, 2018 through June 30, 2019.
7. Official notice has been received for the FEMA grant.
8. A truck committee will be set up to formulate the purchase of a new truck.
9. The department membership is currently at 25 with the potential of two new members.

Liquor Store Manager

Manager Vetsch reported August sales of \$117,198.14 up 4% for the year. There is a plethora of new products coming in and staffing is going well at this time.

Museum Director

Director Holje reported the following:

1. Holje reported on the committee's progress in researching Minnesota Heritage Preservation Commission. Committee has contacted several communities who have that commission and are generating their responses. After all responses are received, the committee will meet to look at them, compile them and present them to the City Council.
2. Art on Four during September and October has a Tiffany Replica Lamp Exhibit called "Tiffany Magic in Lights" by local artists.
3. The seed corn exhibit is up.
4. The Summer Music Jam is on September 24th at 6:30 p.m.
5. The Saturday Story Rolls continue to be a success. The next Story Roll is on October 13th at 9:30 a.m.
6. On October 25th at 7:00 p.m. Actor Patrick Skully will present poet Walt Whitman free of charge.
7. October 27th is the Discover Dassel Fine Art Tour.
8. The Fungus Amongus Players will be presenting "Finishing School" on October 12th - 14th & 19th - 21st at the History Center.
9. Red Rooster weekend was very successful at the History Center. The Magnus Johnson exhibit, which had been started by the History Center in 1993, opened Red Rooster weekend.
10. The History Center has had more than 50 rentals of the Event Center in 2018.

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Public Works Director

Director Zwilling reported the following:

1. 8.6 million gallons were discharged to the spray fields in August. The total for the year is 36.2 million gallons.
2. The annual lift station pump check was done by Quality Flow. All pumps are in good working condition.
3. Public Works will be filing an insurance claim for lift station pump 1, which started to malfunction approximately June 6th. Tri-State Pump & Control, Inc., determined a lightning strike damaged the pump stator and rotor and will give a quote for a new pump. Director Zwilling recommends having the pump rebuilt by Quality Flow. The damaged pump, which is in the possession of Tri-State, needs to be returned to the City. Quality Flow needs to bring in a loaner pump for the City to use while pump 1 is being rebuilt.
4. The tennis courts will be resurfaced spring of 2019 at the price quoted.

City Engineer

Engineer DeWolf reported the following:

A quote was received from Juul Contracting Company of Hutchinson in the amount of \$69,688 for Lake Street and South Side storm sewer projects to be completed in 2018. Other quotes received could not get the project completed in 2018. The breakdown is \$52,838.50 for the Lake Street project and \$16,849.50 for the South Side project. An easement agreement needs to be finalized with the property owner at 361 Lake Street for the storm sewer project.

Motion by Weseloh, seconded by Bemenderfer to approve the quotes for repairing the Lake Street Storm Sewer and the South Side Storm Sewer projects in the amount of \$69,688 and to include these project costs in the 2018 Improvement Project bond. Motion carried unanimously.

Motion by Weseloh, seconded by Bemenderfer to approve Change Order #1 in the amount of \$10,725.20 for 19 miscellaneous structure adjustments throughout the city and to include these costs as part of the 2018 Improvement Project bond. Motion carried unanimously.

Sheriff's Report

Mayor Hungerford reported a total of 88 calls for the month of August.

CLAIMS FOR PAYMENT

Motion by Bemenderfer, seconded by Hallquist to approve payment for claims as presented in the amount of \$196,176.87. Motion carried unanimously.

Motion by Weseloh, seconded by Bemenderfer to approve Pay Estimate #1 to Mid-Minnesota Hot Mix in the amount of \$182,700.63. Motion carried unanimously.

OLD BUSINESS

The Council tabled action on the Heritage Preservation Commission Ordinance for more information. Mayor Hungerford volunteered to be on the research committee.

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Motion by Bemenderfer, seconded by Hallquist to appoint Park and Recreation Commission members Andrew Carlson, Aaron Peterson, Nora Dorsey, John Hohenstein and Jerome Lindquist. Motion carried unanimously.

The meeting was recessed at 8:27 p.m.

The meeting was reconvened and closed at 8:35 p.m. pursuant to Minn. Stat. Sec. 13D.05, Subd. 3. (b) to consider and evaluate with the City Attorney an Encroachment and Easement Agreement with Mark Lazarchic.

The meeting was reopened at 8:55 p.m.

Motion by Bemenderfer, seconded by Carlson to approve the Encroachment and Easement Agreement as presented and authorize the Mayor and Clerk to sign pending approval by Mark Lazarchic. Motion carried unanimously.

Motion by Hallquist, seconded by Carlson to adjourn the meeting at 8:58 p.m. Motion carried unanimously.

ATTEST:

Ronald Hungerford
Mayor

Terri Boese
Clerk/Treasurer