

# Dassel, MN

## Regular City Council Meeting

Monday, September 16, 2024 at 7:00 pm

### 1. Call to Order

#### a. Pledge of Allegiance

Led by Mayor Lalone

#### b. Roll Call

Council members Gaertner, Landrus, Sombke, Thurn & Mayor Lalone

### 2. Approval of Minutes - Regular Council August 19, 2024, Planning & Zoning August 20, 2024, Dassel Fire Advisory Feb. 28, 2024

#### Attachments:

- **Dassel Fire Advisory Feb. 28, 2024** (20240228\_Fire\_Advisory\_Board\_Minutes.pdf)
- **Planning & Zoning Minutes, August 20, 2024** (planning-zoning-commission\_minutes\_2024-08-20\_162611.pdf)
- **Regular City Council Minutes August 19, 2024** (DRAFT\_regular-city-council-meeting\_minutes\_2024-08-19.pdf)

### 3. Public Hearing(s)

### 4. Open Forum

(The City Council invites residents to share new ideas or concerns related to city business; however, individual questions and remarks are limited to three (3) minutes per speaker. No City Council action will be taken, although the Council may refer issues to staff for follow up or consideration at a future meeting. The Mayor may use discretion if speakers are repeating views already expressed or ask for a spokesperson for groups of individuals with similar views. Speakers should state their name and home address at the podium before speaking.)

### 5. Additions or Omissions to Agenda

### 6. Consent Agenda

#### a. Payment of Claims - \$392,860.68

Claims listing was emailed separately to Council on Friday, September 13, 2024.

Listing is available by request to the City Administrator or City Clerk-Treasurer.

#### b. Payment Request #3 on Project 2024 Parking lot and Sidewalk Improvement payable to Levanen Underground LLC in the amount of \$100,362.72

#### Attachments:

- **Payment Request #3 on 2024 Parking Lot and Sidewalk Project** (2024-09-13\_132887\_Pay\_Est\_No.\_3\_-\_To\_City\_-\_Sidewalk\_Project.pdf)

#### c. Approve a \$.50 (fifty cent) increase from \$43.27 to \$43.77, (salary increase of \$1,041.60) for completing 90-day performance evaluation, retro to August 20, 2024. for Renee Eckerly, City Administrator.

### 7. Council & Committee Reports

#### a. Council member Landrus - Planning Commission meetings August 20th and Sept. 10, 2024

#### b. Eckerly - Red Rooster Committee August 22, 2024

#### c. Council Member Sombke - Dassel Area Historical Society August 27, 2024

#### d. Mayor Lalone - Special City Council Meeting Sept. 9, 2024

#### e. Council Member Thurn - Fire Advisory Meeting Sept 11, 2024

### 8. Staff Reports

**a. Museum Director**

**Attachments:**

- **Monthly Report** (Museum\_Director\_Sept\_2024\_Report.pdf)

**b. Liquor Store Manager**

The parking lot project was put on hold for a couple of days due to the rainy weather and Red Rooster days.

We are going to do inventory cycle counts which will be the last until December just ahead of the final count with the Auditor.

We are preparing for the shift to fall weather products as the cabin and campground season comes to an close.

**Attachments:**

- **Insurance Coverage Related to THC** (Insurance\_Coverage\_related\_to\_THC.pdf)
- **Monthly Report** (Liquor\_Store\_Report\_-\_Sept\_2024.pdf)
- **Preliminary THC Products List of Drinks and Gummies** (Preliminary\_THC\_Products\_List\_of\_Drinks\_and\_Gummies\_-\_Dassel\_to\_sell.pdf)

**c. Fire Chief**

1. Changing Fire Relief to PERA. Relief Association approved on Sept. 9, 2024. Fire Advisory Commission recommended on Sept. 11, 2024.

MOTION to approve the Dassel Fire Relief Pension fund to join the Statewide Volunteer Firefighter (SVF) Plan under MN PERA.

1. Raising pension to \$4000 per year for fully vested member (is currently at \$3,300). Fire Advisory Commission recommended on Sept. 11, 2024. The Bylaw change is highlighted on pages 8 and 9.

MOTION to approve the annual individual pension contribution to increase from \$3,300 to \$4,000 with no increase contribution by the City of Dassel.

MOTION to approve the drafted Dassel Volunteer Firefighters Relief Association Bylaws addressing the change in pension contribution.

1. Will be putting together a task force to explore building options. Fire Advisory Commission supported on Sept. 11, 2024.

**Attachments:**

- **2021 Fire Station Feasibility Study** (20201-07-29\_Fire\_Station\_Feasibility\_Study.pdf)
- **Fire Calls and Total Calls for August 2024** (Fire\_Calls\_and\_Total\_Calls\_for\_August\_2024.pdf)

- **PERA Cost Analysis Report** (PERA\_Cost\_Analysis\_Report\_-\_Fire\_Relief.pdf)
- **Pension Fee Comparison** (Fire\_Relief\_Pension\_Current\_Fees\_vs\_Projected\_Fees\_.pdf)
- **Proposed Bylaw Changes Regarding Pension Contribution** (Sept\_2024\_Proposed\_Bylaws\_Changes\_Regarding\_Per\_Year\_Pention\_Contribution\_Amount.pdf)

**d. Public Works Director**

**Attachments:**

- **Monthly Report** (Public\_Works\_September\_2024\_Report.pdf)

**e. City Engineer**

**f. City Administrator**

**Attachments:**

- **Monthly Report** (20240916\_City\_Administrator\_Report.pdf)

**g. City Attorney (will not be in attendance)**

**h. Sheriff's Department**

**Attachments:**

- **Monthly Activity Report - August 2024** (Dassel\_Monthly\_Stats\_-\_August\_2024\_-\_Sheriff\_Report.pdf)

**9. Business Items**

**a. Zoning Amendment - PID 23-0076000, 421 Parker Ave W**

An application by 35 Blue Property Group LLC, PO Box 55, Dassel, MN 55325 to consider the rezoning of 421 Parker Ave W from One- And Two-Family Residence (R2) to Multiple Family Residential (R-3) for the purpose of multi-family rental property.

Motion to approve or deny the zoning amendment request for PID 23-0076000, 421 Parker Ave W.

**Attachments:**

- **City Planner Report** (Staff\_Report\_-\_421\_Parker\_Ave\_Final\_\_1\_.pdf)

**b. Lot Line Adjustment - JC Clark LLC, 625 and 631 Parker Ave W**

JC Clark LLC is requesting to combine PID 23-0499000 625 Parker Ave W and 23-0498001 631 Parker Ave W.

Motion to approve or deny the lot line adjustment for JC Clark LLC , 625 and 631 Parker Ave W.

**Attachments:**

- **City Planner Report** (Staff\_Report\_-\_Lot\_Combination\_625\_Parker\_Ave\_Final\_\_2\_.pdf)

**c. Conditional Use Permit - PID 23-0498001 and PID 23-0499000 625/631 Parker Ave W - Outside Storage**

An application by JC Clark LLC, 74540 213th St, Dassel, MN 55325 to consider the conditional use permit on 625 Parker Ave W for outdoor storage.

Commission to review Finding of Fact and determine recommended conditions.

Motion to approve or deny a conditional use permit application by JC Clark for 625/631 Parker Ave W for outside storage with the following conditions \_\_\_\_\_.

**Attachments:**

- **City Planner Report** (Staff\_Report\_-\_CUP\_625\_Parker\_Ave\_Final.pdf)

**d. Motion to schedule a Special Council meeting for Thursday, November 14, 2024.**

The City Council will need to take action to canvass the local election results between the dates of November 8th and November 15, 2024. Your regular monthly meeting is scheduled for November 18, 2024.

**e. Discuss change the start time of the City Council meetings from 7:00 p.m. to 6:00 p.m.**

This would be an ordinance amendment. No official action could be taken until your next meeting.

**f. Discuss starting to hold the Board of Review & Equalization meetings annual.**

Currently Meeker County holds an Open Book meeting and residents can make an appointment from April to mid-June to discuss their property assessed value. This does require at least two Council members to take the online course/test. Mayor Lalone has completed.

**10. Adjourn**

The agenda packet with all background material is located at the side table for viewing by the public. The agenda is subject to change without notice. Information and materials relating to the above items are available for review at city hall by appointment.