

Dassel, MN

Regular City Council Meeting

Thursday, November 14, 2024 at 6:00 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 - Council meeting Oct. 21, 2024, DAHS meeting Sept. 24, 2024, Personnel Committee Meeting May 13, 2024.

Attachments:

- **City Council Minutes October 21, 2024** (regular-city-council-meeting_minutes_2024-10-21_22454.pdf)
- **DAHS meeting Sept. 24, 2024** (20240924_DAHS_September_Monthly_Meeting.docx)
- **Personnel Committee Minutes May 13 2024** (Peronnel_Committee_Minutes_May_13_2024.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

- Payment of Claims - \$254,778.32**
- Approve Temporary Street Closing for Small Business Group on Friday, December 13, 2024 from 2:00 pm to 7:00 pm 3rd street from the alley to Highway 12 for Dazzle in Dassel.**
- Approval to set Public Hearing for December 16, 2024, at 6:00 p.m. for Assessment of Delinquent Utility payments**
- Approve annual Tetrahydrocannabinol (THC) license for the Dassel Municipal Liquor Store for one year starting October 24, 2024..**
- NEW ITEM - Approve the \$100.00 a month incentive pay for Mason Bakke for his class D certification for water supply operator.**

7. Council & Committee Reports

- Council Member Sombke - Dassel Area Historical Society meeting, Oct. 22, 2024**
- Mayor Lalone - Personnel Committee meeting, Oct. 29, 2024**

8. Staff Reports

a. Museum Director

Attachments:

- **Monthly Report** (Museum_Directors_report_Nov_2024.pdf)

b. Liquor Store Manager

Administrator Eckerly gave the report in the absence of Manager Moy. Scenic signs will be setting the poles for the new sign on 11/18 and installing the cabinet on 11/25/2024. We are

starting to set the holiday sale and promo items on display.

Attachments:

- **Monthly Report** (Council_reports_2023.pdf)

c. Fire Chief

Mayor Lalone gave the report in the absence of Fire Chief Johnson. The election of the Department Officers will be held November 11, 2024. The results will be presented at the next Council meeting.

Attachments:

- **Fire Calls and Total Calls for October 2024** (Fire_Calls_and_Total_Calls_for_October_2024.pdf)

d. Public Works Director

Attachments:

- **Monthly Report** (November_2024_Public_Works_Report.pdf)

e. City Engineer

f. City Administrator

Attachments:

- **Charter Communication Service Changes** (Charter_Communications_Program_Changes.pdf)
- **Monthly Report** (20241114_City_Administrator_Report.pdf)

g. City Attorney will not be in attendance

h. Sheriff's Department

Attachments:

- **Monthly Activity Report -October 2024** (Meeker_Co_Sheriffs__Monthly_Stats_-_October_2024.pdf)

9. Business Items

a. 2024 Canvas Election Results

An updated resolution 2024-021 will be presented at the City Council meeting along with official documents from Meeker County to canvass the 2024 General Election results. Meeker County will not be distributing the results until the County Board takes action to canvass the results.

Attachments:

- **Resolution 2024-021 and Meeker County Canvassing Report for the 2024 Elections Results** (Resolution_2024-021_and_Meeker_Co_election_Canvassing_documents_for_2024_Election_Results.pdf)

b. Motion to approve change health insurance providers to Blue Cross Blue Shield of MN

This would be a change to Appendix A Summary of Insurance Benefits in the Personnel Policies and Procedures manual. If approved I will bring the updated manual to the City Council for approval of the amendment.

Attachments:

- **Health Insurance Provider Rates and Benefits** (Health_Insurance_Provider_Rates_and_Benefits.pdf)

c. Motion to approve change to Alerus Health Savings benefit from \$500.00 contribution to be paid quarterly to eligible employees to increase \$1,250 to be contributed semi-annually (January and July) to eligible employees.

Current wording in the Personnel Policy and Procedures manual.

Alerus HSA/HRA (Benefit summary is available through Employer or Alerus)

A. The City contributes \$500.00 (to benefit eligible) employee's Health Savings Accounts (HSA) quarterly. These deposits are made in February, May, August, and November. If an employee leaves employment the quarterly HSA deposit ceases and monthly service charges will be applied to the HSA account by Alerus. Amended 9/19/2022, effective 1/1/2023.

d. Discuss purchasing new copier for the Administration office

The current copier was purchased in May 2017 from Metro Sales for \$7,400.00. Currently we pay \$132.00 per month for service contract and supplies. This amount will increase on January 1, 2025. The machine has no trade in value and is referred to as obsolete. It is slow and doesn't have the capability to fold.

I have quotes from Metro Sales and Marco for a new copier. I was originally looking at renting but it would be more cost effective to purchase and have a service contract which includes supplies. Internet reviews recommend the Konica over the Ricoh.

I would recommend the Marco quote to purchase the Konica Minolta C361i for \$9,400.00 with a service contract which includes supplies for \$36.00 per month. We will need to monitor our copies to try to stay within the limits. I would request the purchase be posted to 101-41000-500 Gen Capital Outlay.

I would attempt to sell the old copier to the general public.

Attachments:

- **Copier Quote - Marco** (City_of_Dassel_-_Proposal_10.02.24_-_Marco_Copier.pdf)
- **Copier Quote - Metro Sales** (City_of_Dassel-_Ricoh_IM_C3510.C4510_Proposal.pdf)

e. NEW ITEM: Motion to approve the new city seal for the City of Dassel.

The city seal stamp is broken. I have received a proof of a new city seal for Council to approve. The cost for a long reach desk seal 2 inch in diameter is \$95.00.

Attachments:

- **Old and new proof of City Seal** (Old_Seal_and_proof_for_New_Seal_11-14-24.pdf)

f. Approve annual Tetrahydrocannabinol (THC) license for the Dassel Municipal Liquor Store for one year starting October 24, 2024..

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.