

Dassel, MN

# Regular City Council Meeting

Monday, March 17, 2025 at 6:00 pm

## 1. Call to Order

### a. Pledge of Allegiance

Led by Mayor Lalone

### b. Roll Call

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

## 2. Approval of Minutes Closed City Council meeting March 27, 2025, DAHS February 25, 2025, City Council meeting March 17, 2025

## 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 \$349,462.89

### b. Motion to approve the City mileage rate \$.70 cents per mile effective January 1, 2025, through December 31, 2025 .

### c. Motion to approve Wine/Strong Beer license application for Cokato Dassel Lions at Saints Field for April 1, 2025, to Sept. 30, 2025 pending the receipt of all required paperwork and signatures.

### d. Motion to Approve Resolution 2025-010 Appointing the City Assessor and City Building Official for 2025

#### Attachments:

- Resolution 2025-010 Appointing City Assessor & Building Official 2025 (2025-010\_Resolution\_Appointing\_Assessor\_\_\_Bldg\_Official.pdf)

### e. Motion to Approve Resolution 2025-011 Accepting a Donation to the City of Dassel

#### Attachments:

- Resolution 2025-011 Accepting Donation to the City of Dassel - Fire Dept (2025-011\_Resolution\_Accepting\_Donation-FD\_for\_Extrication\_Equip.pdf)

## 7. Council & Committee Reports

### a. Dassel Area Historical Society Meeting February 25, 2025 - Eckerly

### b. Fire Advisory Meeting - February 26, 2025 - Councilmember Thurn

### c. Small Business Group Meeting - March 3, 2025 & March 10, 2025- Councilmember Gaertner

### d. Planning Commission Meeting - March 10, 2025 - Councilmember Landrus

**e. Red Rooster Committee Meeting - March 11, 2025 - Councilmember Gaertner**

**8. Staff Reports**

**a. Museum Director**

**Attachments:**

- **Museum Director Report** (Museum\_Director\_03\_17\_2025.pdf)

**b. Liquor Store Manager**

**Attachments:**

- **Liquor report February 2025** (Liquor\_Feb\_2025.pdf)

**c. Fire Chief**

**Attachments:**

- **February 2025 Fire Calls** (Fire\_Calls\_February\_2025.pdf)

**d. Public Works Director**

**Attachments:**

- **Public Works Director report March 2025** (Public\_Works\_Report\_March\_2025\_\_002\_.pdf)
- **Sanitary Survey** (Dassel\_Sanitary\_Survey.pdf)

**e. City Engineer**

Update on Breeds Park Restroom. Please see attached PDF of the proposed bathroom layout for Breeds Park. Based on similar projects we are estimating the construction costs for the bathroom to be in the \$80,000-\$90,000 range.

This cost includes:

- Demo and refinish the interior with easy maintenance finish.
- Demo existing siding and roofing
- New siding, louvers, and roof
- New plumbing fixtures and electrical work
- 14'x5' concrete pad along building face
- 5' concrete sidewalk from the pavilion to the bathroom

**Attachments:**

- **Floor Plans** (3-13-25\_Breeds\_Park\_Restroom\_A2-00\_-\_FLOOR\_PLANS\_AND\_EXTERIOR\_ELEVATIONS.pdf)

**f. City Administrator**

**Attachments:**

- **Monthly Report** (20250317\_City\_Administrator\_Report.pdf)

**g. City Attorney**

Kurt Greenley will be in attendance to discuss Ordinance 2025-01 regarding Cannabis.

**h. Sheriff's Department**

Discuss email dated March 6, 2025, from Pamela, Dental Clinic Administrator regarding 2nd Street Parking sent to City Council and Eckerly, City Administrator. There will be representatives from the Meeker County Sheriffs department in attendance.

**Attachments:**

- **Email dated March 6, 2025, Regardin 2nd Street Parking** (March\_6\_\_2025\_Email\_from\_Dassel\_Dental\_regarding\_Street\_Parking\_and\_Snow\_Removal.pdf)
- **Meeker Co Sheriffs Dept Report February 2025** (Meeker\_County\_Sheriffs\_Monthly\_Stats\_-\_February\_2025.pdf)

**9. Business Items**

- a. Motion to approve bid from K.A. Construction for the replacement of the doors and locks in the amount of \$6,516.00.**

**Attachments:**

- **Quotes for Fire Hall doors** (FH\_door\_quotes.pdf)

- b. Motion to approve Ordinance No. 01-2025 Regulating Cannabis Businesses and Retail Cannabis Dispensaries**

Kurt Greenley, City Attorney will be reviewing.

**Attachments:**

- **Ordinance No. 01-2025 Regulating Cannabis Businesses and Retail Cannabis Dispensaries** (3-7-2025\_Dassel\_--2025\_Ordinance\_Regulating\_Cannabis\_Businesses\_-\_Greenley\_made\_additional\_minor\_changes.pdf)

- c. Motion to approve Ordinance No. 02-2025 Dassel Cannabis Ordinance (zoning) and Buffer Map**

Sarah Swedburg, City Planner, this update reflects a few changes that we were provided direction on from the joint Council/Planning Commission workshop:

Removed the park south of downtown

Allowed for sales of cannabis use by Conditional Use Permit in the C1 zoning district

Included clarification of distance measurement language

Removed event language for City Attorney to include in his portion of the ordinance

**Attachments:**

- **Ordinance No. 02-2025 Dassel Cannabis Ordinance (zoning)** (DRAFT\_Ordinance\_No\_02-2025\_-\_Dassel\_Cannabis\_Ordinance\_02.28.25.pdf)
- **Dassel Cannabis Buffer Map** (3-3-2025\_DRAFT\_Dassel\_CannabisBufferMap\_11X17L.pdf)

**d. Motion to approve purchasing DocuWare product from Metro Sales Inc in the amount of for an annual cost of \$5,569.40 and one time cost of \$3,920.00 to process and store documents digitally.**

Eckerly, City Administrator, will give a report. This system would allow the city to digitally archive and store on a virtual server city records. The product comes with 10 hours of scanning assistance. The scanning assistance hours could be utilized to archive the documents in the storage room in the Sheriff's office. The older documents (prior to 2000) that are permanent could be scanned to server since they are rarely researched. A system like this would reduce staff time doing research. It would reduce paper purchasing because the documents could be directed printed into DocuWare. It would reduce the need for as much storage space. It would also improve the security of permanent documents being backup to an off-site location in the case the building would be destroyed. The system is expandable to allow for workflow processing such as for vendor invoices and form templates. I did contact LaserFiche but did not get a call back. I am in the process of contact the government references. Since the system would be to archive all departments records, I am requesting that the annual fee \$5,569.40 be taken from 500-41000-500 General Capital Outlay(\$232,460.04) for only 2025 and setup Professional Service fee \$3,920.00 be taken from 100-41000-442 Unallocated (\$13,030.00). In the future the annual fee would be budgeted under General Government.

**Attachments:**

- **Docuware proposal** (DocuWare\_Proposal.pdf)

**e. Motion to approve Option 1 with the MN Department of Transportation Street Sweeping Agreement (2025) and authorize the Mayor to sign.**

The City has done Option 1 with MN Department of Transportation in the past. Kyle Moy, Public Works Director will be present to answer any questions.

**Attachments:**

- **MN Dept of Transportation - Street Sweeping Agreement 2025** (MN\_Dep\_t\_of\_Transportation\_-\_Street\_Sweeping\_Agreement\_2025.pdf)

**f. Motion to approve Resolution 2025-012 Approve City of Dassel Official Seal**

Attached are the revised option after the comments from the February City Council

meeting. I have checked with JP Cooke (the company that would be making the embosser and seal) and they are able to make all the options. After the City Council makes the selection Geoffrey Welles, local artist, will clarify the images.

**Attachments:**

- **Resolution 2025-012 Approve City of Dassel Official Seal** (2025-012\_Resolution\_to\_Approve\_City\_of\_Dassel\_Official\_Seal.pdf)
- **Revised City Seal Options** (Revised\_City\_Seal\_Options\_2-27-2025.pdf)

**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.

**CITY OF DASSEL**

**RESOLUTION APPOINTING THE CITY ASSESSOR  
AND CITY BUILDING OFFICIAL FOR 2025**

**WHEREAS**, the City of Dassel is required under State Statute to designate a qualified Assessor to perform the function of appraising all real property within the City for purposes of utilizing those appraised values to calculate tax capacity from which property taxes are derived; and

**WHEREAS**, the City of Dassel further rmore also must appoint a Building Official to administer state building code provisions.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Dassel that the City does hereby appoint Meeker County Assessor as the Dassel City Assessor; and

**BE IT FURTHER RESOLVED** that the City Council of the City of Dassel does hereby appoint Meeker County Certified Building Official, as the Dassel Building Inspector.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the resolution was approved and unanimously carried, this 17<sup>th</sup> day of March, 2025.

ATTEST:

\_\_\_\_\_  
Bob Lalone  
Mayor

\_\_\_\_\_  
Tracey Bergum  
City Clerk/Treasurer

**RESOLUTION ACCEPTING A DONATION TO THE CITY OF DASSEL**

**WHEREAS**, the City of Dassel is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Dassel Fireman's Relief Association	\$7,000.00

**WHEREAS**, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donations offered toward extrication equipment for the fire department.

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

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the resolution was adopted and unanimously carried, this 17th day of March 2025.

ATTEST:

\_\_\_\_\_  
Bob Lalone  
Mayor

\_\_\_\_\_  
Tracey Bergum  
City Clerk/Treasurer

**Directors Report  
Dassel History Center  
Dassel Area Historical Society**

**March 2025**

**Updating Ergot:**

Priority for the new ergot exhibit is a little theatre. It area has to be emptied, but we have no storage area. We are looking forward to an addition.

**Painting History Center – Event Center and Lobby**

Painting: in progress; should be finished this week. Mar. 15

**Programs, Music, Theatre  
Scheduled**

**Ken Kubash – April 12**

**Meet Your Growers and Producers, April 15, 6:30**

Theresa Harmala, 612.382.0592, Karyn Tomlinson

**Abigail Johnson and Isaac Meza, JaneAnn Settergren – Music April 27, 2:00 pm. Vocal,  
Pianist, Harpist. 909.489.9346, 320.267.6878**

**Super Sleuth – Education Committee. May 10, morning**

Set up Friday

**Airborn – June 12, 6-9, 320.221.6270**

**Jerry Nelson Concert – June 20, 7:00 pm**

720.346.5312

Perhaps could also do a Christmas concert

**Sue Davies – July 19,**

**Airborn – Aug. 7, 6-9, 320.221.6270**

**Crow River String Band , Aug. 16, 7:00 pm**

**Red Rooster Program - Aug. 30, 10 am. Galen Johnson**

**Reading of *Our Town* –?? Aug. 31, 2:00 pm ??**

Red Rooster Weekend, (140% 2 sides)

Also Exhibit “Our Town”

**Lydia Henry – Manhole Cover Rubbings – Sept. 19**

**Exhibits - Temporary**

## Scheduled

### Level 1

**Sue Davies** – July 19- Aug 2.

Art exhibit. Program and workshop – July 19 or July 26. 612.501.4434

### Level 2

**What's in a Name? Dassel, Minnesota 55325.** -- Aug. 16-Sept. 14

Karen and Carolyn

Maps

Germany, US, England (Cottage in Barnstable, Davon)

Railroad connection, trains

When were towns named

Cologne Cathedral, brochure

Have you been to Dassel, Germany?

Dassel and Kassel

Photos

**Lydia Henry – Manhole Cover Rubbings** – Sept.19 -Oct. 19.

909.908.3765

### Level 3

**Kurt Meyer** – Sept. 13 – Oct. 25, level 3. Program

Asian. Wall art and fabric, fans, poetry. Can touch. Install Janice and Joyce.

**Website:** Bill Ward established a website 3 years ago; Staff member Janis Rannow has taken over

**TV in lobby** – Bill Ward and Paul Johnson started showing photos in our collection on the TV 3 years ago.

Janis Rannow is working on it now.

## Liquor Store

	2025		Cost of Good		Gross Profit					
	Gross Sales	Sold	Gross Profit	%	Growth %	2024	2023	2022	2021	
Jan	\$ 79,068.15	\$ 57,285.85	\$ 21,782.30	28%	0%	\$ 78,902.39	\$ 83,519.07	\$ 86,497.18	\$ 103,006.56	
Feb	\$ 74,933.06	\$ 53,787.42	\$ 21,145.64	28%	-5%	\$ 79,114.27	\$ 88,229.64	\$ 88,822.30	\$ 93,595.13	
Mar			\$ -	#DIV/0!	-100%	\$ 89,400.77	\$ 96,207.42	\$ 94,419.40	\$ 105,366.78	
Apr			\$ -	#DIV/0!	-100%	\$ 89,932.83	\$ 101,729.09	\$ 101,990.20	\$ 111,477.81	
May			\$ -	#DIV/0!	-100%	\$ 125,343.99	\$ 133,711.11	\$ 125,300.13	\$ 137,816.79	
Jun			\$ -	#DIV/0!	-100%	\$ 112,939.87	\$ 146,918.07	\$ 143,156.80	\$ 142,970.10	
Jul			\$ -	#DIV/0!	-100%	\$ 125,446.41	\$ 135,529.73	\$ 148,990.37	\$ 157,498.35	
Aug			\$ -	#DIV/0!	-100%	\$ 114,273.28	\$ 121,073.47	\$ 121,411.40	\$ 126,696.75	
Sep			\$ -	#DIV/0!	-100%	\$ 86,769.92	\$ 117,082.11	\$ 125,522.69	\$ 118,904.19	
Oct			\$ -	#DIV/0!	-100%	\$ 89,274.25	\$ 98,507.27	\$ 106,315.17	\$ 114,317.15	
Nov			\$ -	#DIV/0!	-100%	\$ 91,941.22	\$ 100,091.46	\$ 104,464.97	\$ 105,407.93	
Dec			\$ -	#DIV/0!	-100%	\$ 105,066.39	\$ 113,228.84	\$ 117,422.03	\$ 122,868.03	
<b>YTD</b>	<b>\$ 154,001.21</b>	<b>\$ 111,073.27</b>	<b>\$ 42,927.94</b>	<b>28%</b>	<b>100%</b>	<b>\$ 1,188,405.59</b>	<b>\$ 1,335,827.28</b>	<b>\$ 1,364,312.64</b>	<b>\$ 1,439,925.57</b>	
Annual % Growth							-2%	-6%	-8%	

Sales were down yet a little but our customer count is up some  
 We have some Spring promotions coming up with sale priced items  
 We will be starting cycle counts on inventory now in March

Please contact me with any question and concerns  
 Thank you

Heather Moy

	2020	2019
\$	84,851.41	\$ 83,468.67
\$	84,679.83	\$ 77,335.16
\$	125,469.96	\$ 93,680.21
\$	135,457.28	\$ 95,525.43
\$	166,196.43	\$ 119,647.00
\$	152,792.72	\$ 124,815.85
\$	170,289.30	\$ 134,229.90
\$	146,544.48	\$ 133,046.50
\$	126,685.79	\$ 97,976.90
\$	122,201.79	\$ 96,634.58
\$	117,977.05	\$ 97,387.40
\$	139,890.73	\$ 111,026.33
<hr/>		
\$	1,573,036.77	\$ 1,264,773.93

24%

5%

# City of Dassel Calls for February 2025

## Incident Type Report (Summary) with Zones

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
111 - Building fire	1	4.35%				
	<b>Total: 1</b>	<b>Total: 4.35%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
3009 - Person Down	2	8.70%				
321 - EMS call, excluding vehicle accident with injury	17	73.91%				
322 - Motor vehicle accident with injuries	2	8.70%				
324 - Motor vehicle accident with no injuries.	1	4.35%				
	<b>Total: 22</b>	<b>Total: 95.65%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
	<b>Total: 23</b>	<b>Total: 100.00%</b>				

# Total Calls for February 2025

## Incident Type Report (Summary) with Zones

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
111 - Building fire	4	9.76%	42,601.00	10,000.00	52,601.00	100.00%
	<b>Total: 4</b>	<b>Total: 9.76%</b>	<b>Total: 42,601.00</b>	<b>Total: 10,000.00</b>	<b>Total: 52,601.00</b>	<b>Total: 100.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
3009 - Person Down	2	4.88%				
321 - EMS call, excluding vehicle accident with injury	27	65.85%				
322 - Motor vehicle accident with injuries	4	9.76%				
324 - Motor vehicle accident with no injuries.	1	2.44%				
341 - Search for person on land	1	2.44%				
	<b>Total: 35</b>	<b>Total: 85.37%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>						
611 - Dispatched and cancelled en route	2	4.88%				
	<b>Total: 2</b>	<b>Total: 4.88%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
	<b>Total: 41</b>	<b>Total: 100.00%</b>	<b>Total: 42,601.00</b>	<b>Total: 10,000.00</b>	<b>Total: 52,601.00</b>	

# Public Works Director Report

## Street Department:

- We have been salting and plowing as needed.
- We have been out clearing drain covers of leaf and winter debris.
- Depending on weather hoping to start street sweeping in April. We are just waiting to see if we are getting more snow.
- Have ordered and received pothole patch. We again are just awaiting weather.
- We have begun grading gravel sections.

## Water Dept.

- We did receive the report from our sanitary survey/audit that we had with MDH on 2/12. I have attached report. It went very well we just had to do some updating of contacts and sampling points.
- I am continuing to work on the MPARS conservation report. Will have completed and included for next month's meeting.
- We had Their Well out to have the wells and high service pumps inspected. As expected they are all sitting in great shape.
- Continuing to do sampling and testing as needed.

## Sewer Dept.

- We have been continuing to sample and monitor ponds.
- I am lining up to have a company come out in the spring to have the ponds sonar. This will let us know the condition of the sludge in them. We should be able to treat the sludge instead of needing to have them dredged.
- We will be doing ground well sampling and soil sampling next month.
- The Irrigator pump and motor should be getting installed end of the month or early April.

## Equipment

- We are beginning to get summer equipment out and serviced for the year.
- We will be cleaning up and getting snow and winter equipment ready for storage.

## Personnel

- Nolan and Kyle attended the MRWA annual conference. It was quite informative for the both of us. We also had the opportunity to tour the St. Cloud Water Treatment Facility.

- I attended a disaster course put on by FEMA with Renee and Tracey. Again it was very informative.
- Have utilized Stan for plowing and also had him help while Nolan and I were in training. We will be bringing him back on part time when weather cooperates.

## **Parks**

- We have closed the skating rink down for the year and have begun draining the water out.
- I have Nolan working on an estimated cost for Public Works to rehab the restroom at Breeds Park.
- We have received some pet waste stations for all the parks. We will be installing them once frost is out.



*Protecting, maintaining and improving the health of all Minnesotans*

March 12, 2025

Dassel City Council  
c/o Renee Eckerly  
Dassel City Hall  
P.O. Box 391  
Dassel, Minnesota 55325-0391

Dear Council Members:

SUBJECT: Sanitary Survey Report for Dassel Public Water System (PWS), Meeker County, PWSID 1470003

Enclosed is a copy of the sanitary survey report summarizing an on-site inspection of your Community Public Water System. This report includes a review of the system's water source, facilities, equipment, operation, maintenance, and monitoring compliance for the purpose of evaluating the adequacy of the facilities for producing and distributing safe drinking water. Technical and management information regarding the operation of the system may also be provided. Conducting sanitary surveys on a regular basis is an important element in preventing contamination of drinking water supplies and in maintaining compliance with the National Primary Drinking Water Standards. Kyle Moy was present during this inspection.

Please take appropriate action to address any deficiencies or recommendations identified within this report. A deficiency may lead to a contamination of the water supply or failure of the system to be in compliance with the Safe Drinking Water Act. The enclosed report must be kept on file and made available for public review for not less than ten (10) years.

The Minnesota Department of Health (MDH) continues to monitor your PWS for contaminants identified by state and federal drinking water regulations. The results of such monitoring are not part of this report. They are sent to you under separate cover as they become available.

If you have questions concerning the information contained in the report, please contact me at 320/223-7339.

Sincerely,

Hunter Blommer  
Community Public Water Supply Unit  
Environmental Health Division  
4140 Thielman Lane, Suite 101  
St. Cloud, Minnesota 56301

HB  
Enclosures  
cc: Water Superintendent



**MINNESOTA DEPARTMENT OF HEALTH  
SECTION OF DRINKING WATER PROTECTION  
Public Water Supply Inventory Report**



System Name: <b>Dassel</b>	Survey Date: <b>02/12/2025</b>
PWSID: <b>1470003</b>	Surveyor: <b>Hunter Blommer</b>
System Contact: <b>Kyle Moy</b>	PWS Type: <b>Community</b>

**Contact Information**

<u>Name</u>	<u>Address</u>	<u>Phone/Email</u>
<b>Contact</b>		
Kyle Moy	P.O. Box 391 Dassel, MN 56325	Business Phone 1 320/275-2454, Ext. 1 Cell Phone 612/716-0686, Ext. Call first Email publicworks@dassel.com
Mason Bakke		Business Phone 1 320/368-3726
Nolan Nelson		Business Phone 1 320/221-2633

<b>Owner/Responsible Party</b>		
Dassel City Council	c/o Renee Eckerly Dassel City Hall P.O. Box 391 Dassel, MN 55325-0391	Business Fax 320/275-2713 Business Phone 1 320/275-2454, Ext. 1 Email renee.eckerly@dassel.com

<b>Financial</b>		
Dassel City Council	c/o Renee Eckerly Dassel City Hall 460 Third Street, Box 391 Dassel, MN 55325-0391	Business Fax 320/275-2713 Business Phone 1 320/275-2454 Email dassel@dassel.com

<b>Sample Bottles/General Correspondence</b>		
Dassel Water Superintendent	460 Third Street P.O. Box 391 Dassel, MN 55325-0391	Business Phone 1 320/275-2454 Email publicworks@dassel.com

<b>Emergency Workday</b>		
City Hall		Business Fax 320/275-2713 Business Phone 1 320/275-2454 Email publicworks@dassel.com
Kyle Moy		Business Phone 1 612/716-0686

<b>Emergency After-Hours</b>		
Kyle Moy		Designated Phone 507/581-3096 Email publicworks@dassel.com

<b>Consumer Confidence Report</b>		
Renee Eckerly		Business Phone 1 320/275-2454 Email renee.eckerly@dassel.com

**Classification Information**

Owner Type: Municipal	Population: 1503
System Class: C	Service Connections: 736
Service Area Characteristics: Municipal	Class Points: 41



**MINNESOTA DEPARTMENT OF HEALTH  
SECTION OF DRINKING WATER PROTECTION  
Public Water Supply Inventory Report**



System Name: <b>Dassel</b>	Survey Date: <b>02/12/2025</b>
PWSID: <b>1470003</b>	Surveyor: <b>Hunter Blommer</b>
System Contact: <b>Kyle Moy</b>	PWS Type: <b>Community</b>

**Certified Operators**

<u>Name</u>	<u>Class</u>	<u>Expiration Date</u>	<u>Name</u>	<u>Class</u>	<u>Expiration Date</u>
Moy, Kyle S.	C	12/31/2026	Nelson, Nolan R.	C	12/31/2026
Bakke, Mason I.	D	11/30/2027	Nielsen, Travis J.	D	10/31/2025

**Production Totals**

Design Capacity: 700 Gallons per Minute	Emergency Capacity: 350 Gallons per Minute
Average Daily: 105,000 Gallons	Storage Capacity: 400,000 Gallons
Highest Daily: 232,000 Gallons	

**Source Information**

Well #1

Unique Well No.: 00240746	Source Type: Groundwater
Type: Well	Pump Capacity (gpm): 200
Status: Active	Pumping Rate (gpm): 145
Availability: Primary	Emergency Capacity:
Year Constructed: 1962	Static Depth (ft): 74
Well Depth (ft): 185	Drawdown (ft): 41
Casing Depth (ft): 170	Pump Type: Vertical Turbine
Casing Diameter (in): 6	Vulnerable: No
Screen Length (ft): 15	Last Rehabilitated: 2020
Aquifer: Quaternary Buried Artesian Aquif	

Well #2

Unique Well No.: 00211601	Source Type: Groundwater
Type: Well	Pump Capacity (gpm): 350
Status: Active	Pumping Rate (gpm): 350
Availability: Primary	Emergency Capacity: 350 Gallons per Minute
Year Constructed: 1969	Static Depth (ft): 44
Well Depth (ft): 172	Drawdown (ft): 21
Casing Depth (ft): 159	Pump Type: Submersible
Casing Diameter (in): 10	Vulnerable: Yes
Screen Length (ft): 15	Last Rehabilitated: 2020
Aquifer: Quaternary Buried Artesian Aquif	



**MINNESOTA DEPARTMENT OF HEALTH**  
**SECTION OF DRINKING WATER PROTECTION**  
**Public Water Supply Inventory Report**



System Name: <b>Dassel</b>	Survey Date: <b>02/12/2025</b>
PWSID: <b>1470003</b>	Surveyor: <b>Hunter Blommer</b>
System Contact: <b>Kyle Moy</b>	PWS Type: <b>Community</b>

Well #3

Unique Well No.: 00583076	Source Type: Groundwater
Type: Well	Pump Capacity (gpm): 650
Status: Active	Pumping Rate (gpm): 490
Availability: Primary	Emergency Capacity:
Year Constructed: 1997	Static Depth (ft): 46
Well Depth (ft): 195	Drawdown (ft): 8
Casing Depth (ft): 155	Pump Type: Submersible
Casing Diameter (in): 12	Vulnerable: Yes
Screen Length (ft): 30	
Aquifer: Quaternary Buried Artesian Aquif	

**Treatment Information**

TREATMENT PLANT #1

Type: Treatment Plant	Source Water: Groundwater
Status: Active	Design Capacity: 700 Gallons per Minute
Availability: Primary	Emergency Capacity: 350 Gallons per Minute

Treatment Objective

- Arsenic Removal
- Disinfection
- Fluoridation
- Iron Removal

- Lead/Copper Corrosion Control
- Manganese Removal

Treatment Process Mechanism

- Filtration (Gravity)/Anthracite/Greensand
- Chlorine/Gas
- Fluoridation/Hydrofluosilicic acid
- Aeration/Spray
- Chlorine/Gas
- Detention (chemical reaction time)
- Filtration (Gravity)/Anthracite/Greensand
- Stabilization/Inhibitors/Blended phosphates
- Filtration (Gravity)/Anthracite/Greensand
- Oxidation - chemical/Potassium permanganate

Specific Treatment Notes: Fe/Mn removal at TP. As for both As Wells 2 & 3. The plant has the capability to recycle backwash but it is not in use.

**Storage Information**

Elevated 300,000

Type: Storage-Elevated	Capacity: 300,000	Gallons
Status: Active	Availability:	Primary
	Chlorination:	<input type="checkbox"/>

Ground 100000

Type: Storage-Ground	Capacity: 100,000	Gallons
Status: Active	Availability:	Primary
	Chlorination:	<input type="checkbox"/>



**MINNESOTA DEPARTMENT OF HEALTH  
SECTION OF DRINKING WATER PROTECTION  
Public Water Supply Inventory Report**



System Name: <b>Dassel</b>	Survey Date: <b>02/12/2025</b>
PWSID: <b>1470003</b>	Surveyor: <b>Hunter Blommer</b>
System Contact: <b>Kyle Moy</b>	PWS Type: <b>Community</b>

**Bacteriological Sample Site Plan**

**Distribution**

<u>Sample Site ID</u>	<u>Sample Location</u>	<u>Status</u>	<u>Notes</u>
	815 2nd Street	Active	
	211 3rd Street	Active	City Shop
	460 3rd Street	Active	City Hall
	426 2nds Street	Active	Fire Hall
	800 Highway 15 North	Active	
	950 Parker Ave. W	Active	
	800 Parker Ave. W	Active	Liquor Store
	521 1st St.	Active	Mushroom Building
	900 Pacific Ave. W	Active	Sellards Park Restroom
	901 1st Street	Active	Museum



**MINNESOTA DEPARTMENT OF HEALTH**  
**Section of Drinking Water Protection**  
**Sanitary Survey Report**



System Name: **Dassel**  
PWSID: **1470003**  
System Contact: **Kyle Moy**

Survey Date: **02/12/2025**  
Surveyor: **Hunter Blommer**  
PWS Type: **Community**

### **Requirements and Recommendations**

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

### **Water Source**

As a reminder, it is required that a well for a community public water supply be located according to distances specified in Minn.Rules 4725.4450, including not less than 50 feet from a source of contamination including buried sewers (except as specified in Minn. Rules 4725.5850).

### **Pumps/Pump Facilities and Controls**

No deficiencies observed.

### **Treatment**

No deficiencies observed.

### **Water Storage**

It is recommended that all water storage structures be inspected externally on a seasonal basis to assess and repair environmental damage and verify integrity of vents and screens. A written maintenance program should include periodic internal inspection and cleaning. Operating procedures addressing minimum and maximum water levels and target turnover rates should be in place. [AWWA Standards Distribution Systems Operation and Management, Sec. 4.3]

### **Distribution**

It is recommended that dead ends in the distribution system be minimized by looping. If looping is not feasible, a fire hydrant, approved flushing hydrant or blow off for flushing purposes must be used at the dead ends to maintain water quality and/or chlorine residual. [Recommended Standards for Water Works 8.0]

It is recommended that a valve exercising and replacement program be initiated to ensure valves are in working condition. This will minimize sanitary hazards and inconvenience to the customer when working on the distribution system. [AWWA Standards Distribution Systems Operation and Management, Section 4]



**MINNESOTA DEPARTMENT OF HEALTH**  
**Section of Drinking Water Protection**  
**Sanitary Survey Report**



System Name: **Dassel**  
PWSID: **1470003**  
System Contact: **Kyle Moy**

Survey Date: **02/12/2025**  
Surveyor: **Hunter Blommer**  
PWS Type: **Community**

### **Requirements and Recommendations**

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

### **Monitoring/Reporting Data Verification**

The following applicable records are required to be maintained by the water supply system:

- a. Coliform bacteria results - 5 years
  - b. Chlorine residual results - 5 years
  - c. Chemical results - 10 years
  - d. Sanitary survey reports - 10 years
  - e. All lead and copper materials - 12 years
  - f. Consumer confidence reports - 3 years
  - g. Public Notices - 3 years
  - h. Fluoride quarterly results and monthly reports - 1 year
  - i. Turbidity results - 3 years
- [Minn. Rules 4720.0350]

It is recommended that the static and drawdown water levels be taken at least monthly and permanently recorded.

As a Public Water System, it is required to collect total coliform samples from sites that are representative of the water quality throughout the entire distribution system. We have observed that the total coliform samples have primarily been collected from the same sample sites each monitoring period. To ensure that your sampling is comprehensive and accurate, the system is required to cycle through all sample sites listed on your bacteriological sample site plan. If there have been any updates or changes to these sites, please notify your MDH district engineer.

### **Water System Management/Operation**

Engineering plans for new, modifications to, or additions to the water supply system, including watermains, are required to be properly submitted to the Minnesota Department of Health for review. All plans must be approved prior to the start of construction. [Minn. Rules 4720.0010]

To ensure security, it is recommended that a daily check of critical system components be conducted, including confirmation that all doors and access hatches are locked.



**MINNESOTA DEPARTMENT OF HEALTH**  
**Section of Drinking Water Protection**  
**Sanitary Survey Report**



System Name: **Dassel**  
PWSID: **1470003**  
System Contact: **Kyle Moy**

Survey Date: **02/12/2025**  
Surveyor: **Hunter Blommer**  
PWS Type: **Community**

**Requirements and Recommendations**

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

**Water System Management/Operation**

It is recommended that a comprehensive program of cross-connection surveillance be instituted to protect the water supply. This includes:

- a. The detection and correction of cross-connections to unsafe water supplies.
- b. The education of the public on the dangers of cross-connections.
- c. The installation of vacuum breakers on all threaded hose bibbs in new and old buildings.
- d. The replacement of defective plumbing in older buildings.
- e. Periodic cross-connection inspections of potentially hazardous industries and commercial establishments.
- f. The education of the employees on the dangers of cross-connections.

**Operator Compliance with State Requirements**

The certified operators are required to qualify themselves by attending waterworks operators training seminars offered throughout the state. Continuing education is valuable experience for anyone engaged in this field. The required contact hours in the previous 3 years for certification renewal are:

- Class A 32 contact hours
  - Class B 24 contact hours
  - Class C 16 contact hours
  - Class D 8 contact hours
  - Class E 4 contact hours
- [Minn. Rules 9400.1200]



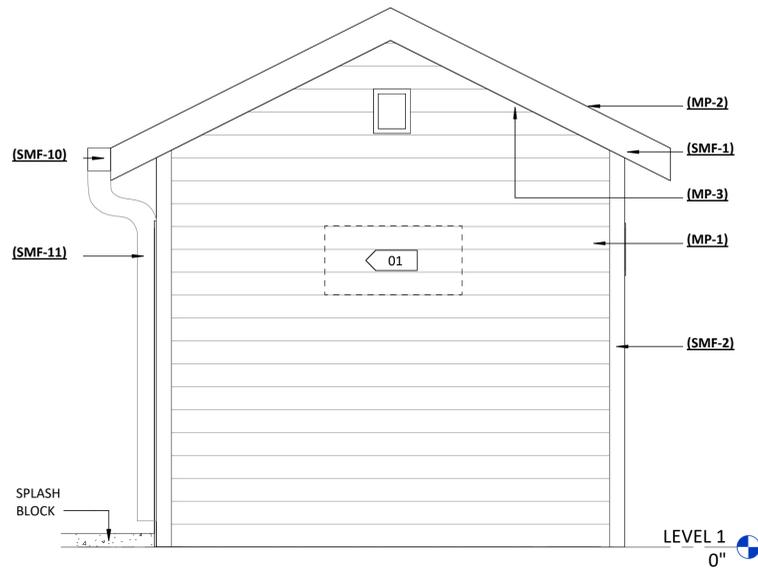
**MINNESOTA DEPARTMENT OF HEALTH**  
**Section of Drinking Water Protection**  
**Sanitary Survey Report**



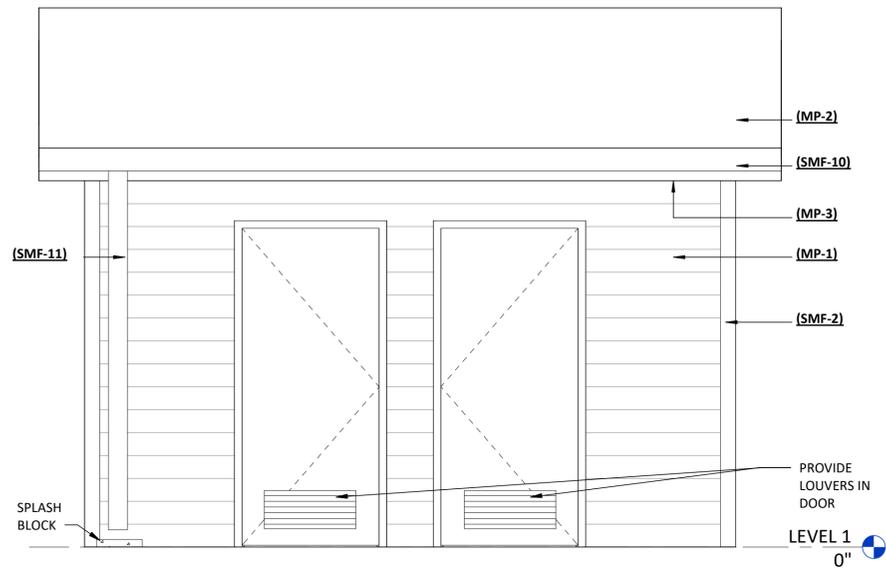
System Name: <b>Dassel</b>	Survey Date: <b>02/12/2025</b>
PWSID: <b>1470003</b>	Surveyor: <b>Hunter Blommer</b>
System Contact: <b>Kyle Moy</b>	PWS Type: <b>Community</b>

**Bacteriological Results and Chlorine Residuals**

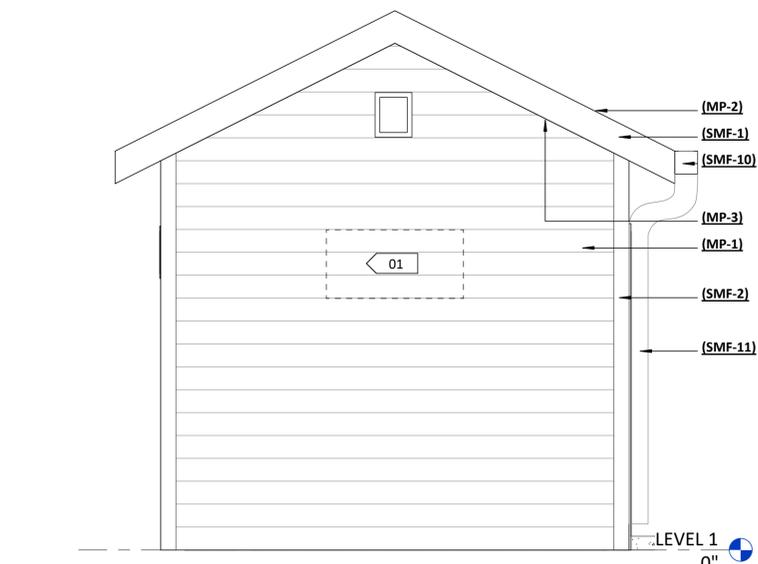
<u>Date</u>	<u>Sampling Location</u>	<u>Chlorine Residual Free / Total (mg/L)</u>	<u>Coliform Bacteria</u>	<u>E.Coli</u>
02/12/2025	Well #1	/	Absent	
02/12/2025	Well #2	/	Absent	
02/12/2025	Well #3	/	Absent	
02/12/2025	TREATMENT PLANT #1	0.77 / 1.73	Absent	
02/12/2025	City Shop	0.19 / 0.39	Absent	
02/12/2025	Liquor Store	0.30 / 0.73	Absent	
02/12/2025	City Hall	0.40 / 0.52	Absent	



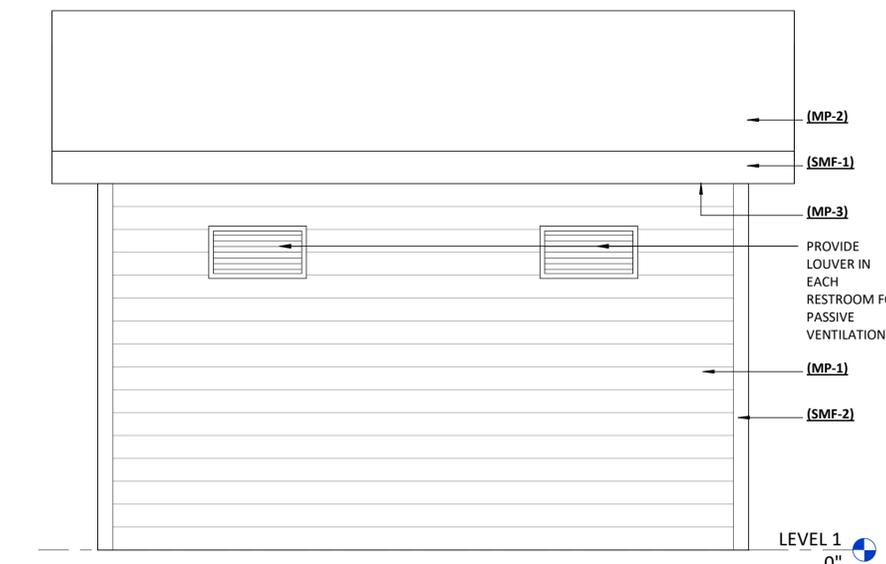
**1 EAST**  
A2.00 SCALE: 1/2" = 1'-0"



**2 SOUTH**  
A2.00 SCALE: 1/2" = 1'-0"



**3 WEST**  
A2.00 SCALE: 1/2" = 1'-0"



**4 NORTH**  
A2.00 SCALE: 1/2" = 1'-0"

### DOOR HARDWARE

**HARDWARE SET 01**

- 4 EA HINGE, STAINLESS STEEL, NON-REMOVEABLE PIN
- 1 EA PRIVACY LOCK WITH INDICATOR
- 1 EA OH STOP AND HOLDER
- 1 EA SURFACE CLOSER
- 1 EA 10" KICK PLATE
- 1 EA RAIN DRIP
- 1 SET GASKETING
- 1 EA DOOR SWEEP
- 1 EA THRESHOLD
- 1 EA POWER SUPPLY
- 1 EA REQUEST TO EXIT SENSOR
- 1 EA MAGNETIC LOCK WITH TIMER
- 1 EA DOOR POSITION SWITCH

FUNCTION: PRIVACY LOCK. PUSH-BUTTON LOCKS OUTSIDE LEVER UNTIL UNLOCKED BY TURNING INSIDE LEVER. OUTSIDE LEVER LOCKED VIA MAGNETIC LOCK SET ON TIMER AFTER HOURS. MAGNETIC LOCK UNLOCKED THROUGH REQUEST TO EXIT SENSOR ON UNSECURE SIDE.

NOTE: SEE ALSO ELECTRICAL DRAWINGS. GC TO COORDINATE HARDWARE AND ELECTRIC REQUIREMENTS WITH ELECTRIC SUB-CONTRACTOR.

### PARTITION TYPES

TYPE	STUD DEPTH	PARTITION DEPTH	NOTES
1.4	3 1/2"	4 1/4"	--

### KEYNOTE LEGEND

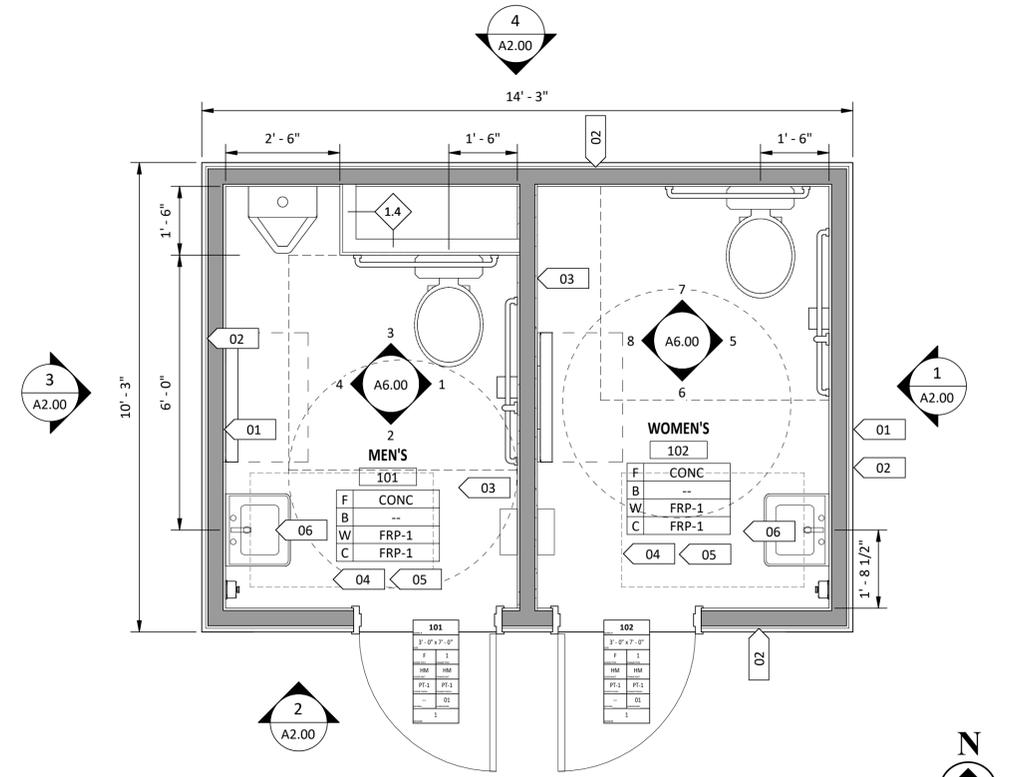
Keynote	Description
01	INFILL EXISTING WINDOW OPENING.
02	REMOVE EXISTING EXTERIOR SIDING. PREP FOR NEW STEEL SIDING AS REQUIRED.
03	REMOVE EXISTING SHEATHING. PREP FOR NEW SHEATHING AND FINISH MATERIAL AS REQUIRED. BOTH SIDES OF WALL.
04	PROVIDE POWER AND LIGHTING. SEE ELEC.
05	ALL INTERIOR WALLS AND CEILING TO BE COVERED WITH FIBERGLASS REINFORCED PLASTIC (FRP).
06	PROVIDE UNDERSINK WATER HEATER. SEE PLUMBING.

### MATERIAL ID LEGEND

Code	Material
(MP-1)	20 GAUGE STEEL LAP SIDING; BOD: MIDWEST MANUFACTURING PREMIUM PRO-LAP 4", COLOR: EMERALD GREEN
(MP-2)	20 GAUGE STEEL METAL PANEL; BOD: MIDWEST MANUFACTURING PREMIUM PRO-RIB METAL PANEL, COLOR: EMERALD GREEN
(MP-3)	20 GAUGE STEEL METAL PANEL SOFFIT; COLOR SELECTED BY ARCHITECT FROM MANUFACTURER'S STANDARD RANGE.
(SMF-1)	PREFINISHED GALVANIZED STEEL FLASHING, 20 GA, COLOR SELECTED BY ARCHITECT FROM MANUFACTURER'S STANDARD RANGE
(SMF-2)	PREFINISHED GALVANIZED STEEL TRIM, 20 GA, COLOR SELECTED BY ARCHITECT FROM MANUFACTURER'S STANDARD RANGE
(SMF-10)	PREFINISHED GALVANIZED STEEL ROOF GUTTER, 20 GA. COLOR TO MATCH (SMF-1).
(SMF-11)	GUTTER DOWNSPOUT, PREFINISHED GALVANIZED STEEL, 20 GA. COLOR TO MATCH (SMF-1).
(WSHG-1)	3/4", C-D, TOUCH SANDED, EXTERIOR EXPOSURE
(WST-1)	WOOD STUD; NOMINAL FRAMING LUMBER

### DOOR REMARKS

1 PROVIDE CUSTOM COLOR PAINT FOR DOOR AND FRAME TO MATCH (SMF-1) AND (SMF-2).



**5 FLOOR PLAN LEVEL 1**  
A2.00 SCALE: 1/2" = 1'-0"

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NOT FOR CONSTRUCTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION AND REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNER'S NAME: \_\_\_\_\_ DATE: MM/DD/YYYY

LIC. NO.: #####



2040 HIGHWAY 12 EAST  
WILLMAR, MN 56201  
Phone: (320) 231-3956  
Email: Willmar@bolton-menk.com  
www.bolton-menk.com

DESIGNED	NO.	ISSUED FOR	DATE
MMV			
DRAWN	MMV		
CHECKED	AML		
CLIENT PROJ. NO.	###-####		

CITY OF DASSEL, MN  
BREEDS PARK RESTROOM RENOVATION  
FLOOR PLANS AND EXTERIOR ELEVATIONS

SHEET  
A2.00

# City Administrator

## Monthly Report

### Upcoming Events:

1. Annual Audit, Monday, March 24 – 26, 2025
2. DAHS meeting, Tues. March 25, 2025, 10:00 a.m. History Center
3. Small Business Group meeting, Mon. April 7, 2025, at noon at City Hall
4. Board of Review & Equalization Meeting, Wed. April 9, 2025, 6:00 p.m. at City Hall
5. Department Head meeting, Tues, April 15, 2025, 7:00 am at City Hall
6. City Council Meeting, Monday, April 21, 2025, at 6:00 p.m. City Hall
7. DAHS meeting, Tues. April 22, 2025, 10:00 a.m. History Center

### Other Events: **NEED TO BOOK HOTELS ASAP**

1. League of MN Cities – Annual Conference, June 25 – 27, 2025 Duluth
2. Coalition of Greater MN Cities – Summer Conference, July 23 – 25, 2025 Bemidji

### Other Items

1. Tracey, Kyle & I attended a Emergency Management training in Waite Park for 2 days and learned a lot about reviewing if Dassel is prepared for an emergency and how to handle the situation.
2. I filed for the cities State Fire Aid.
3. I attended the following meeting: MN Housing Crisis, Fire Advisory, Attended 2 Small Business meetings, a Breeds Park Restroom meeting, MN Housing grant webinar, DocuWare meeting, Planning Commission meeting, Meeker in Motion and Red Rooster Committee.
4. Sarah Swedburg, City Planner and I met with a couple of developers that are interested in building housing.
5. Administrative staff is preparing to launch the H2O Analytics application for residents to monitor their own water usage in April 2025.
6. Tracy Bergum, City Clerk and I have been working on gathering documents for the audit.
7. The annual audit with Sara Oberloh has been scheduled for March 24-26, 2025.
8. Handle a variety of complaints and inquiries. Duane Heier continues to request and send plans for a new pickleball court in Sellards park and Breeds park.
9. I forgot to post the proposed New fee schedule in the paper for public comment. It will be on your April calendar for action.

**Community request for a Wells Fargo ATM to be returned inside the city limits since the Red Rooster grocery closed. People have nowhere to do their Wells Fargo banking.**

## Renee Eckerly

---

**From:** Pamela - Dental Office . <office@dasseldental.com>  
**Sent:** Thursday, March 6, 2025 4:04 PM  
**To:** Bob Lalone; Amy Gaertner; Daniel Landrus; Deb Suchy; Marie Thurn  
**Cc:** Tracey Bergum; Renee Eckerly  
**Subject:** 2nd Street Parking

Hello Renee and Council,

The 2<sup>nd</sup> street parking has been pretty awful the last couple of months. There are 30 minute parking signs that are not being used except for long term. I did call in to the county but the deputy that arrived at the office that day (January 27<sup>th</sup>) was pretty disgusted that it was about street parking and not actually in our parking lot. I don't know if anything was done because he left. Also, the snow is covering the paint on the NE corner of 2<sup>nd</sup> and 12 so now the sight triangle doesn't exist?

The reason I care is:

- When the bus comes and their spot is occupied, they have to pull forward. Our patient then have to get around that bus to pull in to our lot if nobody is coming at them from the south. We shouldn't be having traffic jams on 2<sup>nd</sup> street.
- The 30 minute parking to the west of Alman is always full. Jefferson Bus Lines could confirm this if you need. UPS, Fedex and Speedy all end up parking in the no parking spot in front of our building which is there because of emergency vehicles at the fire station. When the Snap-On tool truck comes they block our driveway while they are delivering. Our patients can't get in our lot. We had one patient who had to park in front of Red Rooster one day because they couldn't get in our driveway...waiting 10 minutes. He walked with a walker.
- Whenever there is a snowstorm, 2<sup>nd</sup> street is packed with vehicles on both sides so our employees have to park around the corner on Atlantic Avenue.

On any given day, we use about 3 spots on the street. Maybe 4

This has been going on for way too long. Years in fact and there is still not a resolution that sticks. Why is Alman Auto allowed to turn 2<sup>nd</sup> street in to their business parking lot? I am happy they are here for our community, but this needs to be taken care of. I've stated before that our business is not treated the same as Alman Auto. We would like to be heard at some point.

There used to be a sign on the west side of 2nd street that said 30 minute parking as well as (No Parking on Dassel city streets or alleys 2am-6am Nov 15<sup>th</sup> - Apr 1.) When was that removed?

We were told that deputies would monitor this area. That is not happening.

Right now, what is the resolution for 2<sup>nd</sup> street parking? What is the current process? We can keep the bike trail clean and free of snow but not 2<sup>nd</sup> street because?

I am also requesting when the city removes snow from in front of the fire hall to push it to the empty lot to the south possibly. When this whole 2<sup>nd</sup> street situation started our front yard started being the snow dumping spot. We really take pride in keep our business looking nice with green grass and

sprinklers. When the gravel is pushed into our front yard it takes a lot of clean up. There is also a cable box in our yard that should not have all of this pushed into it. You can stop by to see this anytime.

I appreciate you reading through this entire email. I'd appreciate a response on some of my questions. Obviously, I'm pretty frustrated. I, along with patients and community residents would like this to change.

Kind Regards,

Pamela  
Clinic Administrator

**Dassel Dental**  
430 2nd Street / P.O. Box 128  
Dassel, MN 55325  
(320)275-2954

Winsted Dental  
PO Box 728  
Winsted, MN 55395  
(320)485-3881

**Litchfield Dental**  
329 US Highway 12  
Litchfield, MN 55355  
(320)693-8939

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# Meeker County Sheriff's Office

Brian Cruze, Sheriff ★ Bill Hudson, Chief Deputy

326 North Ramsey Avenue • Litchfield, MN 55355 • Phone 320-693-5400 • Fax 320-693-5424 • www.co.meeker.mn.us

Dassel Monthly Stats - City Council Report

Printed on March 2, 2025

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
<b>911 Mis Dial Total: 1</b>					
02/09/25 15:43:35	CFS25001743		801JB	911 Mis Dial	Clear
<b>Child Abuse - Neglect - Maltreatment Total: 2</b>					
02/20/25 13:21:22	CFS25002149		112JC	Child Abuse - Neglect - Maltreatment	No Report Taken
02/21/25 13:27:51	CFS25002194		115SL	Child Abuse - Neglect - Maltreatment	Report Taken
<b>DANCO Violation Total: 1</b>					
02/20/25 10:58:48	CFS25002142		128SB	DANCO Violation	Arrest
<b>Disabled Vehicle Total: 1</b>					
02/20/25 17:40:13	CFS25002158		104JD	Disabled Vehicle	Clear
<b>Domestic Total: 1</b>					
02/03/25 19:57:17	CFS25001503		128SB	Domestic	Report Taken
<b>Driving Complaint Total: 2</b>					
02/25/25 20:36:33	CFS25002453		103RS	Driving Complaint	Clear
02/27/25 13:30:10	CFS25002537		125JK	Driving Complaint	Gone On Arrival (GOA)/Unable to Locate (UTL)
<b>Drug Take Back Total: 1</b>					
02/04/25 15:01:20	CFS25001527		103RS	Drug Take Back	Clear
<b>HRO Violation Total: 1</b>					
02/18/25 08:48:28	CFS25002064		110TB	HRO Violation	Clear
<b>Medical Total: 5</b>					
02/11/25 12:21:52	CFS25001816		COKA, 128SB, DFR1	Medical	EMS Transport
02/12/25 12:08:43	CFS25001845		125JK, MAYO1, DFR1	Medical	EMS Transport
02/15/25 16:37:59	CFS25001963		MAYO1, 128SB, DFR1	Medical	EMS Transport
02/21/25 07:20:46	CFS25002178		MAYO1, 128SB, DFR1	Medical	EMS Transport
02/21/25 12:43:39	CFS25002191		DFR1, 8811MM, MAYO1	Medical	EMS Transport
<b>Motorist Assist Total: 2</b>					
02/03/25 09:15:36	CFS25001477		118JO	Motorist Assist	Clear

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
02/05/25 22:03:27	CFS25001596		125JK	Motorist Assist	Clear
<b>Motor Vehicle Accident Total: 1</b>					
02/24/25 16:40:02	CFS25002406		125JK, DFR2	Motor Vehicle Accident	Report Taken
<b>Parking Total: 1</b>					
02/18/25 11:28:01	CFS25002076		125JK	Parking	Clear
<b>Public Assist Total: 3</b>					
02/18/25 09:38:14	CFS25002068		127DW	Public Assist	Clear
02/21/25 21:16:24	CFS25002239		125JK	Public Assist	Clear
02/24/25 13:06:24	CFS25002394		125JK	Public Assist	Clear
<b>Scam Total: 2</b>					
02/11/25 18:15:34	CFS25001823		122EA	Scam	Report Taken
02/19/25 08:17:51	CFS25002106		108ZL	Scam	No Report Taken
<b>Suicide Threats Total: 2</b>					
02/01/25 20:36:28	CFS25001427		128SB	Suicide Threats	Assisted
02/13/25 21:08:51	CFS25001912		MAYO1, 125JK, DFR1	Suicide Threats	Clear
<b>Suspicious Activity Total: 3</b>					
02/12/25 09:25:06	CFS25001844		125JK	Suspicious Activity	Clear
02/14/25 17:10:27	CFS25001936		128SB	Suspicious Activity	Clear
02/28/25 18:41:53	CFS25002591		128SB	Suspicious Activity	Report Taken
<b>Suspicious Vehicle Total: 3</b>					
02/08/25 18:50:57	CFS25001699		105IC	Suspicious Vehicle	Handled By Officer / Deputy
02/08/25 23:05:57	CFS25001714		125JK	Suspicious Vehicle	Warning
02/09/25 18:44:24	CFS25001750		125JK	Suspicious Vehicle	Clear
<b>Theft Total: 1</b>					
02/23/25 13:33:54	CFS25002349		125JK	Theft	Report Taken
<b>Traffic Hazard Total: 1</b>					
02/28/25 20:04:42	CFS25002595		128SB	Traffic Hazard	Clear
<b>Traffic Stop Total: 118</b>					
02/03/25 19:26:06	CFS25001500		128SB	Traffic Stop	Warning
02/04/25 17:11:46	CFS25001533		125JK	Traffic Stop	Warning
02/04/25 18:06:45	CFS25001537		125JK	Traffic Stop	Warning
02/04/25 18:18:06	CFS25001538		125JK	Traffic Stop	Warning
02/04/25 18:29:05	CFS25001539		125JK	Traffic Stop	Warning
02/04/25 20:03:21	CFS25001541		125JK	Traffic Stop	Warning
02/04/25 20:17:38	CFS25001544		125JK	Traffic Stop	Warning
02/04/25 20:32:02	CFS25001546		125JK	Traffic Stop	Warning
02/04/25 20:50:58	CFS25001549		125JK	Traffic Stop	Warning
02/04/25 21:21:13	CFS25001552		125JK	Traffic Stop	Warning
02/05/25 15:13:04	CFS25001575		125JK	Traffic Stop	Warning

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
02/05/25 15:21:59	CFS25001576		125JK	Traffic Stop	Warning
02/05/25 15:31:11	CFS25001577		125JK	Traffic Stop	Warning
02/05/25 15:31:52	CFS25001578		128SB	Traffic Stop	Warning
02/05/25 15:40:50	CFS25001581		125JK	Traffic Stop	Warning
02/05/25 18:41:39	CFS25001589		125JK	Traffic Stop	Warning
02/05/25 18:58:36	CFS25001590		125JK	Traffic Stop	Citation Issued
02/05/25 21:22:52	CFS25001594		125JK	Traffic Stop	Warning
02/05/25 21:37:31	CFS25001595		125JK	Traffic Stop	Warning
02/05/25 22:25:22	CFS25001598		125JK	Traffic Stop	Warning
02/05/25 22:53:47	CFS25001599		125JK	Traffic Stop	Warning
02/05/25 23:15:47	CFS25001600		125JK	Traffic Stop	Warning
02/06/25 18:25:49	CFS25001625		128SB	Traffic Stop	Warning
02/06/25 20:29:34	CFS25001629		128SB	Traffic Stop	Warning
02/07/25 16:54:01	CFS25001657		125JK	Traffic Stop	Warning
02/07/25 17:04:55	CFS25001658		125JK	Traffic Stop	Warning
02/07/25 18:13:07	CFS25001661		125JK	Traffic Stop	Warning
02/08/25 00:01:03	CFS25001671		125JK	Traffic Stop	Warning
02/08/25 16:00:43	CFS25001691		125JK	Traffic Stop	Warning
02/08/25 16:14:07	CFS25001692		125JK	Traffic Stop	Warning
02/08/25 16:21:24	CFS25001693		125JK	Traffic Stop	Warning
02/08/25 16:31:46	CFS25001694		125JK	Traffic Stop	Warning
02/08/25 16:58:26	CFS25001695		125JK	Traffic Stop	Clear
02/08/25 21:41:39	CFS25001708		125JK	Traffic Stop	Warning
02/08/25 22:00:48	CFS25001709		125JK	Traffic Stop	Warning
02/08/25 22:33:23	CFS25001712		125JK	Traffic Stop	Warning
02/08/25 23:49:55	CFS25001717		125JK	Traffic Stop	Warning
02/09/25 15:22:39	CFS25001740		125JK	Traffic Stop	Warning
02/09/25 15:33:57	CFS25001742		125JK	Traffic Stop	Citation Issued
02/09/25 16:29:01	CFS25001744		125JK	Traffic Stop	Warning
02/09/25 17:25:17	CFS25001748		125JK	Traffic Stop	Warning
02/09/25 19:36:34	CFS25001752		125JK	Traffic Stop	Warning
02/10/25 15:37:36	CFS25001784		125JK	Traffic Stop	Warning
02/10/25 16:45:58	CFS25001787		125JK	Traffic Stop	Warning
02/10/25 16:55:29	CFS25001788		125JK	Traffic Stop	Warning
02/10/25 17:05:57	CFS25001789		125JK	Traffic Stop	Warning
02/12/25 07:12:45	CFS25001838		125JK	Traffic Stop	Warning
02/12/25 15:53:20	CFS25001852		125JK	Traffic Stop	Warning
02/12/25 16:15:25	CFS25001854		125JK	Traffic Stop	Warning
02/13/25 13:59:56	CFS25001882		125JK	Traffic Stop	Warning
02/13/25 14:25:26	CFS25001885		125JK	Traffic Stop	Warning
02/13/25 17:09:19	CFS25001892		125JK	Traffic Stop	Warning
02/13/25 17:28:21	CFS25001895		125JK	Traffic Stop	Warning
02/13/25 17:36:49	CFS25001897		125JK	Traffic Stop	Warning
02/13/25 17:47:10	CFS25001899		125JK	Traffic Stop	Citation Issued
02/13/25 18:12:35	CFS25001901		125JK	Traffic Stop	Warning
02/13/25 18:25:55	CFS25001902		125JK	Traffic Stop	Warning
02/17/25 10:03:06	CFS25002031		125JK	Traffic Stop	Warning

<b>CFS Date/Time</b>	<b>CFS #</b>	<b>Street Name</b>	<b>Deputy</b>	<b>Call/Complaint</b>	<b>Disposition</b>
02/17/25 10:11:56	CFS25002032		125JK	Traffic Stop	Warning
02/17/25 11:16:11	CFS25002033		125JK	Traffic Stop	Warning
02/17/25 12:38:55	CFS25002034		125JK	Traffic Stop	Warning
02/17/25 12:52:14	CFS25002035		125JK	Traffic Stop	Citation Issued
02/17/25 14:02:09	CFS25002038		125JK	Traffic Stop	Warning
02/17/25 15:13:19	CFS25002040		125JK	Traffic Stop	Warning
02/17/25 15:50:03	CFS25002042		125JK	Traffic Stop	Warning
02/18/25 15:26:57	CFS25002091		125JK	Traffic Stop	Warning
02/18/25 15:42:59	CFS25002092		125JK	Traffic Stop	Warning
02/20/25 11:48:58	CFS25002145		105IC	Traffic Stop	Warning
02/21/25 16:11:07	CFS25002208		125JK	Traffic Stop	Warning
02/21/25 16:24:42	CFS25002209		125JK	Traffic Stop	Warning
02/21/25 16:40:49	CFS25002212		125JK	Traffic Stop	Warning
02/21/25 18:36:36	CFS25002221		125JK	Traffic Stop	Warning
02/21/25 18:52:38	CFS25002224		125JK	Traffic Stop	Warning
02/21/25 19:03:29	CFS25002226		125JK	Traffic Stop	Warning
02/21/25 19:23:38	CFS25002230		125JK	Traffic Stop	Warning
02/21/25 19:31:57	CFS25002232		125JK	Traffic Stop	Warning
02/21/25 20:17:35	CFS25002234		125JK	Traffic Stop	Warning
02/21/25 20:49:51	CFS25002238		125JK	Traffic Stop	Warning
02/22/25 18:24:40	CFS25002285		125JK	Traffic Stop	Warning
02/22/25 18:31:40	CFS25002287		125JK	Traffic Stop	Warning
02/22/25 18:39:20	CFS25002289		125JK	Traffic Stop	Warning
02/22/25 18:54:54	CFS25002293		125JK	Traffic Stop	Warning
02/22/25 19:11:04	CFS25002299		125JK	Traffic Stop	Warning
02/22/25 19:28:41	CFS25002303		125JK	Traffic Stop	Warning
02/22/25 19:37:28	CFS25002305		125JK	Traffic Stop	Warning
02/22/25 20:25:59	CFS25002311		125JK	Traffic Stop	Warning
02/22/25 20:27:29	CFS25002312		120ND	Traffic Stop	Warning
02/22/25 20:37:53	CFS25002314		125JK	Traffic Stop	Warning
02/22/25 20:49:31	CFS25002316		125JK	Traffic Stop	Warning
02/22/25 21:12:02	CFS25002317		125JK	Traffic Stop	Warning
02/22/25 21:23:47	CFS25002321		125JK	Traffic Stop	Warning
02/22/25 21:33:25	CFS25002322		125JK	Traffic Stop	Warning
02/22/25 21:43:03	CFS25002324		125JK	Traffic Stop	Warning
02/22/25 22:04:31	CFS25002327		125JK	Traffic Stop	Warning
02/22/25 22:43:17	CFS25002330		125JK	Traffic Stop	Warning
02/22/25 22:51:49	CFS25002331		125JK	Traffic Stop	Warning
02/22/25 23:23:01	CFS25002333		125JK	Traffic Stop	Warning
02/22/25 23:39:15	CFS25002335		125JK	Traffic Stop	Warning
02/23/25 16:19:24	CFS25002355		125JK	Traffic Stop	Warning
02/23/25 16:30:04	CFS25002356		125JK	Traffic Stop	Citation Issued
02/23/25 17:01:58	CFS25002357		125JK	Traffic Stop	Citation Issued
02/23/25 17:50:19	CFS25002359		125JK	Traffic Stop	Warning
02/24/25 15:12:41	CFS25002399		125JK	Traffic Stop	Warning
02/24/25 15:33:58	CFS25002401		125JK	Traffic Stop	Warning
02/24/25 16:01:32	CFS25002404		125JK	Traffic Stop	Warning

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
02/24/25 17:22:47	CFS25002409		105IC	Traffic Stop	Warning
02/25/25 20:13:32	CFS25002450		105IC	Traffic Stop	Warning
02/26/25 19:46:11	CFS25002501		128SB	Traffic Stop	Warning
02/26/25 19:49:29	CFS25002502		120ND	Traffic Stop	Warning
02/28/25 07:50:33	CFS25002561		125JK	Traffic Stop	Warning
02/28/25 09:36:20	CFS25002565		125JK	Traffic Stop	Warning
02/28/25 12:57:34	CFS25002572		125JK	Traffic Stop	Warning
02/28/25 15:32:43	CFS25002579		125JK, GCR1	Traffic Stop	Handled By Officer / Deputy
02/28/25 15:46:44	CFS25002580		125JK	Traffic Stop	Warning
02/28/25 23:22:34	CFS25002601		128SB	Traffic Stop	Warning
02/28/25 23:39:44	CFS25002603		105IC	Traffic Stop	Warning
02/28/25 23:45:13	CFS25002604		128SB	Traffic Stop	Warning
02/28/25 23:48:39	CFS25002605		105IC	Traffic Stop	Warning

**Welfare Check Total: 3**

02/14/25 10:24:49	CFS25001925		108ZL	Welfare Check	Civil
02/21/25 12:17:41	CFS25002190		8811MM	Welfare Check	Handled By Officer / Deputy
02/26/25 14:30:36	CFS25002480		8811MM	Welfare Check	Handled By Officer / Deputy

**Total Records: 155**



215 Atlantic Ave W - Box 408 • Dassel, MN 55325 • Phone: 320-275-7500

Dassel Fire Department  
Cell: +17633548350

Print Date: 1-29-2025

### Proposal for Dassel Fire Hall Exterior Doors

We appreciate the opportunity to bid

Items	Description
3200 - Carpentry	Labor and material to remove the 2 exterior doors and frames, install new welded frames and steel doors with closers, weatherstrips, sweeps and thresh holds. Also paint the exterior of the doors and frames. We will reuse the keypad door locks that are on the doors now.

**Total Price: \$5,130.00**

Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above this estimate. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by Installer. Clerical errors are subject to correction.	Respectively Submitted: Brett Bludorn
	Date: _____ Proposal may be withdrawn by us if not accepted within 15-days.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified.

Date:	Signature:		

LIC. #20626597

We reserve the right to effect mechanics liens where necessary

I confirm that my action here represents my electronic signature and is binding.

**Signature:**

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**Date:**

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**Print Name:**

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K.A. Construction Service Inc.

# Estimate

70123 - 250th Street  
Dassel, Mn 55325

Date	Estimate #
2/17/2025	534

Name / Address
Dassel Firehall doors

			Project
Description	Qty	Cost	Total
Remove 2 existing doors and replace with new welded steel frames with thresholds, hardware and doors . New closer's . New handles with keyed locks.		5,324.00	5,324.00
If we reuse the existing door handles, subtract about \$200, but I think you are probably better off with new. ( I am checking into the actual cost of the handles on the quote.)			
With new keypad locks		6,516.00	6,516.00
Thank you		<b>Total</b>	\$11,840.00

**COUNTY OF MEEKER  
ORDINANCE NO. 01-2025**

**AN ORDINANCE OF THE CITY OF DASSEL, MINNESOTA, REGULATING  
CANNABIS BUSINESSES AND RETAIL CANNABIS DISPENSARIES**

**NOW, THEREFORE, The City Council of the City of Dassel, Minnesota, ordains as follows:**

**§ 1. FINDINGS, PURPOSE, AND AUTHORITY**

**In 2023 the State of Minnesota adopted an Adult-Use Cannabis Act, codified as Minnesota Statutes § 342.01 through § 342.82 (hereinafter referred to as the Minnesota Cannabis Act or Cannabis Act). This Cannabis Act legalized the growing, production, possession, marketing, sale and use of cannabis and cannabis derived products throughout the State of Minnesota.**

**Minn. Stat. §144.417, subd. 4, allows Minnesota counties and cities to enact and enforce local ordinances that are more stringent than state law in protecting individuals from secondhand smoke or from involuntary exposure to aerosol or vapor from electronic delivery devices.**

**Following adoption of the Minnesota Cannabis Act the Meeker County Commissioners, stating that the County seeks to be proactive in protecting public health and safety, and citing both Minn. Stat. § 144.417, subd. 4 and Minn. Stat. § 145A.05, subd. 1, adopted an ordinance regulating the possession and use of cannabis and cannabis derived products in public places and in places of public accommodation within Meeker County.**

**A separate statute, Minn. Stat. § 145A.05, subd. 9 authorizes cities to adopt ordinances relating to public health provided they are not in conflict with or less restrictive than the applicable county ordinance.**

**The City Council of Dassel, also being proactive in protecting public health and safety, hereby adopts this Dassel City Ordinance as a supplement to, and expansion on the Meeker County Ordinance by additionally regulating the sale activities and marketing procedures within the legal boundaries of the City of Dassel.**

**The purpose of this City of Dassel Ordinance is to implement the provisions of the Minnesota Cannabis Act, §342.13(c), which authorizes cities to protect the public health, safety, and welfare of residents by regulating cannabis businesses within the legal boundaries of the City of Dassel.**

## **§ 2. THE MINNESOTA STATE CANNABIS ACT**

**The State Cannabis Act addresses and broadly legalizes the production, labeling, sale, dispensing possession, and use of cannabis and cannabis derived products including edible cannabinoid products. It provides for the licensing and taxing by the State of cannabis products and certain hemp products. It lowers or eliminates some criminal penalties relating to the production, sale, dispensing, possession and use of cannabis and cannabis derived products. It also provides for expungement of certain prior convictions.**

**The Cannabis Act also precludes local units of government from prohibiting the possession, transportation, or use of cannabis products, lower-potency hemp edibles, or hemp-derived consumer products.**

**Under the State Cannabis Act only the State of Minnesota has authority to license cannabis businesses. Local units of government may not prohibit the establishment or operation of a cannabis business or dispensary that has been licensed by the State under the State Cannabis Act. see Minn. Stat. § 342.13 (a) and (b).**

## **§ 3. DEFINITIONS.**

**The following words, terms, and phrases when used in this City of Dassel Ordinance shall have the meanings ascribed to them in this Section.**

### **A. Terms Relating to General Cannabis Regulation.**

***OCM:*** The State of Minnesota Office of Cannabis Management established by Minn. Stat. § 342.02 subd. 1, and occasionally referred to as “OCM” in this Ordinance.

***LICENSED PREAPPROVAL:*** Action by the Office of Cannabis Management pre-approving a cannabis business license for social equity applicants who qualify under Minn. Stat. § 342.17.

***STATE LICENSE:*** An approved License issued by the State of Minnesota Office of Cannabis Management to an applicant to operate a cannabis business.

***LOCAL UNITS OF GOVERNMENT:*** Minnesota counties, cities, townships, and political subdivisions thereof. The City of Dassel is a local unit of government.

***RETAIL REGISTRATION:*** Action to be taken by a local unit of government after the OCM has approved a state license for operation of a cannabis business within the boundaries of that local unit of government.

***COMPLIANCE CHECKS:*** The system or procedure a local government uses to investigate and verify that activities and operations of a third party are being properly performed in compliance with rules and/or ordinances of that local government.

**PUBLIC PLACE:** A public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants, bars, any other food or liquor establishment, hospitals, nursing homes, auditoriums, arenas, gyms, meeting rooms, common areas of apartment rental buildings, and other places of public accommodation.

**RESIDENTIAL TREATMENT FACILITY:** A facility as defined under Minn. Stat. § 245.462 subd.23.

**SCHOOL:** A public school as defined under Minn. Stat. § 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. § 120A.462 subd.24.

**LICENSED DAY CARE FACILITY:** A facility licensed with the Minnesota Department of Human Services to provide the care of a child in a residence outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.

## **B. Terms Primarily Relating to Cannabis Parts or Cannabis Products**

**CANNABIS:** A product broadly defined as containing cannabinoid or hemp-based mood-altering chemicals or other plant or substance intended for human consumption including any cannabinoid, artificially derived cannabinoid, cannabis flower, cannabis product, lower-potency edible or hemp-derived consumer products, or any other substance regulated by Minn. Stat. Chapter 342 or defined in Minn. Stat. §342.01.

**CANNABIS PLANT:** All parts of the plant of the genus *Cannabis Sativa* (suh tee vuh) that is growing or has not been harvested and has a delta-9 tetrahydrocannabinol (THC) concentration of more than 0.3 per cent on a dry weight basis. See Minn. Stat. §342.01 Subd. 19.

**CANNABIS FLOWER:** The harvested flower, bud, leaves and stems of a cannabis plant. The term includes adult-use cannabis flower and medical use cannabis flower, but not cannabis seed or hemp derived products. See Minn Stat. §342.01 Subd. 16.

**ADULT-USE CANNABIS FLOWER:** Cannabis flower that is approved for sale by the OCM or is substantially similar to a product approved by the OCM . It does not include medical cannabis flower, hemp plant parts or hemp-derived consumer products. See Minn. Stat. §342.01 Subd. 3.

**CANNABIS CONCENTRATE:** The extracts and resins of a cannabis plant or cannabis flower or the extracts and resins of a cannabis plant that are refined to increase the presence of targeted cannabinoids or a product that is produced by refining extracts or resins of a cannabis plant or cannabis flower and is intended to be consumed by combustion or vaporization of the product and inhalation of smoke, aerosol, or vapor from the product. See Minn. Stat. §342.01 Subd. 15.

**ADULT-USE CANNABIS CONCENTRATE:** Cannabis concentrate that is approved by the OCM for sale by or is substantially similar to a product approved by the OCM. It does not include artificially derived cannabinoids. See Minn. Stat. §342,01 Subd. 2.

**CANNABIS PRODUCT:** A product that contains any of the following: cannabis concentrates or products infused with cannabinoids or other products that contain cannabis concentrate. Cannabis products also include adult-use cannabis products and edible cannabis products, but not lower potency edible hemp products or cannabis flower. See further Minn. Stat. § 342.01 Subd. 20 (a) and (b).

**CANNABINOID PRODUCT:** A more general term referencing a cannabis product, a hemp-derived consumer product, or a lower-potency hemp edible product. See Minn. Stat. §342.01 Subd. 12.

**ADULT-USE CANNABIS PRODUCT:** A cannabis product that is approved by the Office of Cannabis Management or is substantially similar to a product approved by the OCM. The term includes edible cannabis products but does not include medical cannabinoid products or lower-potency hemp edibles. See Minn. Stat. §342.01 Subd 4.

**CANNABINOID:** A broad term that refers collectively to a group of more than 100 types of natural chemicals found in *cannabis sativa* plants that are naturally occurring, biologically active, and act on the cannabinoid receptors of the brain. Cannabinoid includes but is not limited to tetrahydrocannabinol and cannabidiol. See Minn. Stat. §342.01 Subd.10. Examples of these various “types” of cannabinoids include CBD which is sometimes used to manage anxiety, insomnia, chronic pain and certain conditions that may cause seizures; another type is CBN which has some sedative properties; another is THC.

**THC:** An abbreviation for Tetra Hydro Cannabinol, a lower potency Cannabinoid that acts on the cannabinoid receptors of the brain and has psychoactive properties.

**ARTIFICIALLY DERIVED CANNABINOID:** A cannabinoid extracted from a cannabis plant, cannabis flower, hemp plant, or hemp plant parts with a chemical makeup that is changed after extraction to create a different cannabinoid or other chemical compound by applying a catalyst other than heat or light. Artificially derived cannabinoid includes but is not limited to any tetrahydrocannabinol created from cannabidiol but does not include cannabis concentrate, cannabis products, hemp concentrate, lower potency hemp edibles, or hemp-derived consumer products. See Minn. Stat. §342.01 Subd.6.

**INTOXICATING CANNABINOID:** A cannabinoid, including an artificially derived cannabinoid, that when introduced into the human body impairs the central nervous system or impairs the human audio, visual, or mental processes. Intoxicating cannabinoids include but are not limited to any tetrahydrocannabinol. See Minn. Stat. §342.01 Subd. 46.

**LICENSED PRODUCTS or LICENSED CANNABIS PRODUCTES:** Those cannabis and cannabis derived products that require a Minnesota OCM issued license under the Minnesota Cannabis Act, Minn. Stat. chapter 342.

**LOWER-POTENCY HEMP EDIBLE:** A product intended to be eaten or consumed as a beverage by humans that consists of servings that contain no more than five milligrams of delta-9 tetrahydrocannabinol, 25 milligrams of cannabidiol, 25 milligrams of cannabigerol, or any

combination of those cannabinoids that do not exceed the above listed amounts, and do not contain concentrations of other cannabinoids as set forth in Minn. Stat. §342.01 subd. 5; Minn. Stat. § 342.01, §342.45, and §342.46.

**THC:** An abbreviation for Tetra Hydro Cannabinol, a lower potency cannabinoid that acts on the cannabinoid receptors of the brain and has psychoactive properties.

### **C. Terms Primarily Relating to Cannabis and Cannabis Related Businesses**

Comment: The Minnesota Cannabis Act defines Cannabis Businesses by listing 14 cannabis related activities, each of which requires a separate state license. See Minn. Stat. § 342.01, Subds. 14 and 48, and Minn Stat. § 342.10. This Minnesota Cannabis Act definition is less workable when addressing city regulation of a local cannabis business. Therefore the following is suggested:

;  
**CANNABIS BUSINESS:** When used in this Ordinance, the term “Cannabis Business” means a legal entity such as a corporation, partnership, proprietorship, or individual(s) engaged or seeking to engage in one or more of the cannabis related activities listed in Minn. Stat. § 342.01 Subd. 14.

**CANNABIS CULTIVATION:** A cannabis business that grows cannabis plants within an approved amount of space from seed or from immature plants to mature plants, and harvests cannabis flower from mature plants, and packages and labels immature plants and seedlings and cannabis flower for wholesale to other cannabis businesses, and transports cannabis flower to a cannabis manufacturer, and performs other actions approved by the OCM. See Minn. Stat. §342.30.

**CANNABIS MICROBUSINESS:** A vertically integrated operation that includes areas for cultivation of cannabis that in total do not exceed 5,000 square feet of plant canopy area and containing on the same premises a single retail store for cannabis sales. see Minn. Stat. § 342.28.

**CANNABIS MEZZOBUSINESS:** A larger vertically integrated operation that includes areas for cultivation of cannabis that in total do not exceed 15,000 square feet of plant canopy area and containing up to three dispensaries for retail sales of cannabis. A mezzobusiness may also hold a cannabis manufacturing license and an event organizer license. See Minn. Stat. § 342.29.

**CANNABIS MANUFACTURING:** A cannabis manufacturer purchases cannabis flower, cannabis products, hemp plant parts artificially derived cannabinoids and similar cannabis materials from a cannabis microbusiness, mezzobusiness a cannabis cultivator or a cannabis wholesaler or from an unlicensed entity to make cannabis concentrate, hemp concentrate, or to make artificially derived cannabinoids and similar adult cannabis products, package, label, and sell to customers or other cannabis businesses and other activities approved by OCM. see Minn. Stat. §342.31.

**CANNABIS TRANSPORTER:** An entity that transports immature cannabis plants, seedlings, cannabis flower, artificially derived cannabinoids and similar products to cannabis

microbusinesses, mezzo businesses, cannabis manufactures, cannabis testing facilities and cannabis wholesalers. See Minn. Stat. §342.35.

**CANNABIS TESTING FACILITY:** An entity that provides testing as required under Minn. Stat. §342.61 of cannabis and cannabinoid products, including plants, parts of immature cannabis plants, seedlings, cannabis flower, hemp plants, and similar cannabis materials. See Minn. Stat. § 342.37 and §342.38.

**CANNABIS SALES:** The sale of cannabis plants and seedlings, adult-use cannabis flower, and adult-use cannabis products directly to consumers pursuant to Minn. Stat. §342.,27.

**CANNABIS WHOLESALER:** An entity that purchases immature cannabis plants, seedlings, cannabis flower, and other cannabis products and similar cannabinoids from cannabis micro and mezzo businesses and cannabis cultivators and manufacturers and resells these products at wholesale to other cannabis business operations. See Minn. Stat. § 342.33 and §342.34.

**CANNABIS RETAIL BUSINESS:** A cannabis business as listed in Minn. Stat. § 342.01 Subd. 14 with retail operations that authorize sale of cannabis products to customers or patients. See Minn. Stat. § 42.32.

**HEMP BUSINESS:** When used in this Ordinance, the term “Hemp Business” means a legal entity such as a corporation, partnership, proprietorship, or individual(s) engaged or seeking to engage in one or more hemp product related activities listed in Minn. Stat. § 342.01.

**LOWER-POTENCY HEMP EDIBLE:** A product intended to be eaten or consumed as a beverage by humans that consists of servings that contain no more than five milligrams of delta-9 tetrahydrocannabinol, 25 milligrams of cannabidiol, 25 milligrams of cannabigerol, or any combination of those cannabinoids that do not exceed the above listed amounts, and do not contain concentrations of other cannabinoids as set forth in Minn. Stat. §342.01 subd. 5; Minn. Stat. § 342.01, §342.45, and §342.46.

**LOWER-POTENCY HEMP EDIBLE MANUFACTURING:** A hemp business that conducts an operation pursuant to Minn. Atat. § 342.45, as it may be amended.

**LOWER POTENCY HEMP EDIBLE SALES:** A hemp business that conducts an operation pursuant to Minn. Stat. §3 452.46 as it may be amended.

#### **D. Terms Primarily Relating to Marketing and Sale of Cannabis Products.**

Comment: The potential location(s) where adult cannabis may be sold are variable (i.e. not just a cannabis store of some kind). Consequently, a broader term for defining the location or point or place of sale is recommended.

**CANNABIS DISPENSARY:** When used in this Ordinance the term “Cannabis Dispensary” incorporates both the location or facility for, and the act of selling, dispensing, providing, delivering or otherwise making available cannabis products to the general public from this location.

**CANNABIS SALES:** The sale of cannabis plants and seedlings, adult-use cannabis flower, and adult-use cannabis products directly to consumers pursuant to Minn. Stat. §342.27.

**CANNABIS EVENT:** A temporary event lasting no more than four days and is limited to individuals 21 years of age or older. Each authorized retailer is assigned a limited space and may display one sample of each type of cannabis related product that it handles and is available for sale. See Minn. Stat. § 342.39 and §342.40.

**HEMP BUSINESS:** When used in this Ordinance, the term “Hemp Business” means a legal entity such as a corporation, partnership, proprietorship, or individual(s) engaged or seeking to engage in one or more hemp product related activities listed in Minn. Stat. § 342.01.

**SELF-SERVICE MECHANISING:** Use of open displays of licensed products in a manner where any person has direct physical access to the licensed products without the assistance or intervention of the licensee or the licensee’s employee. Assistance or intervention means the actual physical exchange of the licensed product between the customer and the licensee or licensee’s employee.

Definitions for words, terms or phrases not set forth in the above sections may be found at Minn. Stat. §342.01 of the State Adult-Use Cannabis Act and are incorporated herein by general reference.

#### **§ 4. INVOLVEMENT BY THE CITY OF DASSEL PRIOR TO ISSUANCE BY THE OFFICE OF CANNABIS MANAGEMENT OF A LICENSE TO A CANNABIS BUSINESS.**

Comment: Minn. Stat. §342.13 (f) provides that when an application for a cannabis license is received by the OCM, a copy of the application is to be forwarded to the involved local unit of government for the purpose of obtaining from that local unit a certification that the proposed cannabis business complies with local zoning ordinances and with the applicable fire codes and building codes.

Additionally, after the local unit of government receives a copy of the license application from the OCM, the local unit of government has 30 days in which to provide input on the application including concerns about the proposed location of the business and sharing public information about the applicant.

Comment: Minn. Stat. §342.13 provides that the Office of Cannabis Management may not issue a license if the proposed cannabis business does not meet local zoning and land use laws.

Note: hereafter proposed Ordinance provisions are set out in **bold print**.

**Upon receiving from the Office of Cannabis Management a copy of an application seeking a state cannabis license for operation of a cannabis business to be located within the City of Dassel, the city shall conduct a preliminary compliance check to ensure that the proposed cannabis business and dispensary complies with all local ordinances as required by Minn. Stat. § 342.13. The City shall timely submit an objection to the application if the**

**contemplated cannabis business operation or dispensary does not comply with the City of Dassel zoning code, the state or local fire code, or the building code.**

## **§ 5. REGULATION BY THE CITY OF DASSEL FOLLOWING ISSUANCE BY THE OCM of A STATE LICENSE TO A CANNABIS BUSINESS**

Comment: The State Cannabis Act requires that before making sales a licensed cannabis business must receive a Cannabis Retailer Registration from the city, town, or county in which the business is to be located. Minn. Stat. § 342.22, Subd. 1.

proposed ordinance provision:

**No cannabis business, whether licensed or not licensed by the state, is allowed to make any sales of cannabis derived or cannabis products within the City of Dassel unless and until the city has issued to that cannabis business a Certificate of Registration, and then only as long as that Certificate of Registration is properly maintained, has not been revoked, and is in full force and effect. The City shall charge an initial Registration fee and an Annual Registration Renewal fee as determined by the City Council and in compliance with the Minnesota State Cannabis Act. See Minn. Stat. § 342.22.**

Comment: The Cannabis Act grants to local units of government the authority to limit the number of cannabis businesses it must Register. Any such limitation is to be based on the population of that local government, or the number of active registrations existing within the county in which the local unit is located compared to the population of the county. See Minn. Stat. § 342.13 (i) and (j).

Proposed ordinance provision:

**Based upon the population of the City of Dassel, and consistent with Minn. Stat. § 342.13 (i), the City of Dassel limits the total number of cannabis businesses it will Register to no more than one (1). Additionally, at such time as there are two (2) or more active cannabis business registrations within the County of Meeker, the City of Dassel shall not issue a Certificate of Registration to any additional cannabis business whether or not that applicant has been licensed by the State of Minnesota. see Minn. Stat. § 342.13 (j).**

## **§ 6. RESTRICTIONS ON THE LOCATION AND OPERATION OF A CANNABIS BUSINESS AND CANNABIS DISPENSARY**

Comment: Operation of a cannabis business may involve different locations within a city and impact different zoning districts of the city. Examples of these various operations include cannabis cultivation, cannabis manufacturing, cannabis testing, cannabis events, and cannabis dispensaries.

### **A. Location of Cannabis Business Operations -- Generally**

**The location of any cannabis or hemp related dispensaries or related activities or operations within the City of Dassel must comply in all respects with the City of Dassel Zoning Code, Chapter 153.**

## **B. Limitations on Numbers and Locations of Cannabis Dispensaries**

Comment: The State Cannabis Act grants local units of government the authority to prohibit the operation of a cannabis dispensary within certain distances of a school, a day care center, a residential treatment facility, and within a public park that is regularly used by minors, including a playground or athletic field. see Minn. Stat. § 342.13 (c).

Proposed provision:

**City Registration of a licensed cannabis business is limited to one dispensary at one location. All sales and deliveries of cannabis derived products and cannabis products must take place at that single dispensary location. Sales and dispensing of cannabis derived and cannabis products may not take place at any other location within the City of Dassel.**

**In addition to required compliance with the City of Dassel Zoning Code, no cannabis dispensary may be located within 500 feet of a school, 500 feet of a daycare facility, 500 feet of a residential treatment facility, or within 500 feet of an attraction that is located within a public park that may be used by minors, such as a playground or athletic field.**

Note: Bolton & Menk has determined that even by applying the proposed Amendments to the Dassel Zoning Code and these 500-foot buffers, the requirements of the Minnesota State Cannabis Act can be met.

**A cannabis dispensary must install and properly maintain a certified security system approved by the Dassel City Council. This security system must be designed to immediately send an alarm to (certain designated officials of the City) and to the Meeker County Sheriff's Office whenever there is an apparent break-in, intrusion, or suspicious activity involving the cannabis dispensary.**

**Additionally, a cannabis dispensary must install and maintain a 360 degree video surveillance system providing 24/7 video coverage of both the interior and exterior of the dispensary including each wall and any area where there is the potential for forced entry.**

**Any cannabis business and any cannabis dispensary operating within the City of Dassel must maintain full liability insurance coverage in the minimum amount of \$2,000,000.00 per incident, with no liability exclusions. The liability insurance shall name the City of Dassel as an additional insured. The insurance policy must be kept current and a current copy maintained with the Dassel City Administrator.**

## **C. Sales Procedures**

**All purchasers of cannabis products must appear in person at the cannabis dispensary to make any purchase of licensed cannabis products and prove legal age of 21 years or older for the purchase by producing a picture ID, a picture driver's license, or other legal proof of identity and age.**

**No mobile sales or deliveries of cannabis derived or cannabis products are permitted within the City of Dassel. Sales may not be made through the internet nor by phone. No**

home delivery or mail delivery of cannabis derived or licensed cannabis products is allowed.

#### **D. Limited Marketing Procedures and Prohibited Sales**

All sales and marketing activities by a cannabis business or cannabis dispensary operating within the City of Dassel are restricted to one fixed location. Sales and marketing activities through use of a movable place of business as defined in this ordinance are strictly prohibited.

Self-service merchandising as that procedure is more fully defined in this ordinance is prohibited with respect to sales and marketing of cannabis products including licensed cannabis products.

#### **§ 7. RESTRICTIONS RELATING TO THE TIME AND MANNER FOR OPERATION OF A CANNABIS DISPENSARY**

Comment: The State Cannabis Act grants local units of government the authority to adopt reasonable restrictions on the time, place, and manner for the operation of cannabis dispensary provided such restrictions do not effectively prohibit the establishment or operation of a cannabis business. See Minn. Stat. § 342.13.

proposed ordinance provision:

**A cannabis dispensary may not be open for operation on legal or religious holidays. On those days when a cannabis dispensary may be open, its hours of operation are limited to 10:00 a.m. to 5:00 p.m.**

**No consumption or use of cannabis or a cannabis derived or licensed product is allowed within a cannabis dispensary nor on the property thereof.**

#### **§ 8. RESTRICTIONS ON THE PROMOTIONAL ACTIVITIES OF A CANNABIS BUSINESS AND A CANNABIS DISPENSARY**

**A cannabis business and its dispensary must comply with Minn. Stat. § 342.64 and the Advertising provisions and limitations thereof, as well as with Dassel City Code, § 155.02 through § 155.19, regulating advertising and signage within and above the City of Dassel.**

**The existence and operations of a cannabis business and its cannabis dispensary may not be promoted through public advertising or through any form of media, or by any other methods which feature or depict minors or reasonably be expected to be heard or observed by minors.**

**Advertising and packaging must include proper warnings regarding cannabis products and may not depict minors nor be designed to appeal to individuals under 21 years of age.**

**Only one (1) sign is allowed on a cannabis dispensary That sign cannot be larger than 2 X 3 square feet. The size of letters is limited to two inches (2”) in height. The street address of the cannabis dispensary must be printed on this sign using letters/and number three inches (3”) in height. Use of the words “marijuana” or “Pot” or “Weed” on the sign is prohibited. The sign may not be neon, may not be flashing, and may not be illuminated in any other way.**

**The existence, location and operation of a cannabis business or cannabis dispensary may not be advertised or promoted in other areas of the city, nor may it be promoted by television, radio, newspaper advertisement or news flyers within the city, nor by any other method of promotion that may reasonably be expected to be observed or heard by minors.**

## **§ 9 COMPLIANCE CHECKS AND ENFORCEMENT**

Comment: Minn. Stat. §342.22 Subd. 4 (a) provides that every local unit of government that has issued a retail Registration to a cannabis business shall conduct at least one unannounced compliance checks of every one of these registered businesses. The checks shall assess compliance with age verification requirements, operation requirements, and applicable limits on the types of cannabis and hemp products.

Minn. Stat. §342.22 Subd. 4 (b) further provides that the local unit of government must conduct at least one unannounced age verification compliance check per calendar year.

Proposed provision:

**Pursuant to Minn. Stat. § 342.22 Subd.4(b) and Minn. Stat. § 342.24 and this Ordinance, the City of Dassel is authorized to conduct unannounced compliance checks of every Registered cannabis business and hemp business to assess compliance with age requirements, operational requirements, and applicable limits on the types of cannabis and hemp products licensed or otherwise authorized. Any violation of the provisions of the Minnesota Adult Cannabis Act, or any violation of the provisions of this Ordinance, constitutes a misdemeanor and is punishable as defined by law. Additionally, any such violation constitutes a legal basis for the City of Dassel to revoke and rescind the Certificate of Registration issued by it under Section § 5 of this Ordinance**

**The City may also enforce this Ordinance by mandamus, injunction, or other appropriate equitable or civil remedy in any court of competent jurisdiction.**

**A violation of this Ordinance is also subject to the City’s general penalties prescribed in the City Code and may further result in the city reporting violations of the Adult-Use Cannabis Act to the Minnesota Office of Cannabis Management if relevant to OCM licensing or other authorized proceedings.**

**The City Council is authorized by this Ordinance to initiate any legal actions on behalf of the City deemed necessary to secure compliance with this Ordinance.**

**§10. RESTRICTED USE AND CONSUMPTION OF CANNABIS PRODUCTS**

**A. Definitions. For the purpose of this section, the following definitions shall apply unless the context clearly requires a different meaning:**

***PUBLIC PLACE.*** Property that is generally open to or accessible by the public, except those premises licensed by the state of Minnesota to permit on-site use or consumption of cannabis products.

***PUBLIC PROPERTY.*** Property, real and personal, that is owned, managed, or controlled by the City, including, but not limited to: city buildings and all the land associated therewith, thereon, parking lots, parks, golf courses, pathways and trails, and city rights of way consisting of both the traveled portion and the abutting boulevard, sidewalks and trails, and any City personal property such as motor vehicles, city equipment, and the like.

**B. Prohibition. No person shall use cannabis products or lower-potency hemp edibles within a public place or on public property.**

**C. Penalty. A violation of this Section is a misdemeanor.**

**§ 11. SEVERABILITY.**

Every section, provision, and part of this Ordinance is declared severable from every other section, provision, and part. If any section, provision, or part of this Ordinance is held to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this Ordinance.

**§ 12. EFFECTIVE DATE AND TERM.**

This Ordinance shall become effective on the first day of publication after adoption, and shall remain in effect until the City Council expressly repeals it.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ and unanimously adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**BY ORDER OF THE CITY COUNCIL**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
Administrator, City of Dassel

DRAFT

CITY OF DASSEL  
COUNTY OF MEEKER  
STATE OF MINNESOTA

Ordinance No. 02-2025

AN ORDINANCE AMENDING THE DASSEL CITY CODE OF ORDINANCES SECTIONS 153.008, 153.035-153.044, AND 153.075 REGARDING CANNABIS BUSINESS ZONING REGULATIONS

**The City Council of the City of Dassel, Meeker County, Minnesota hereby ordains** (new material is underlined; deleted material is lined out; sections which are not proposed to be amended are omitted, sections which are only proposed to be re-numbered are only set forth below as to their number and title):

**SECTION 1. Amendment.** The City of Dassel City Code, Section 153.008, Definitions, shall be amended as follows:

*CANNABIS BUSINESS.* When used in this Ordinance, the term “Cannabis Business” means a legal entity such as a corporation, partnership, proprietorship, or individual(s) engaged or seeking to engage in one or more of the cannabis related activities listed in Minn. Stat. § 342.01 Subd. 14.

*CANNABIS CULTIVATION.* A cannabis business that grows cannabis plants within an approved amount of space from seed or from immature plants to mature plants, and harvests cannabis flower from mature plants, and packages and labels immature plants and seedlings and cannabis flower for wholesale to other cannabis businesses, and transports cannabis flower to a cannabis manufacturer, and perform other actions approved by the OCM. See Minn. Stat. §342.30.

*CANNABIS EVENT.* A temporary event lasting no more than four days and is limited to individuals 21 years of age or older. Each authorized retailer is assigned a limited space and may display one sample of each type of cannabis related product that it handles and is available for sale. See Minn. Stat. § 342.39 and §342.40.

*CANNABIS MANUFACTURING.* A cannabis manufacturer purchases cannabis flower, cannabis products, hemp plant parts artificially derived cannabinoids and similar cannabis materials from a cannabis microbusiness, mezzobusiness a cannabis cultivator or a cannabis wholesaler or from an unlicensed entity to make cannabis concentrate, hemp concentrate, or to make artificially derived cannabinoids and similar adult cannabis products, package, label, and sell to customers or other cannabis businesses and other activities approved by OCM. See Minn. Stat. §342.31.

*CANNABIS MEZZOBUSINESS.* A larger vertically integrated operation that includes areas for cultivation of cannabis that in total do not exceed 15,000 square feet of plant canopy area and containing up to three dispensaries for retail sales of cannabis. A mezzobusiness may also hold a cannabis manufacturing license and an event organizer license. See Minn. Stat. § 342.29

*CANNABIS MICROBUSINESS.* A vertically integrated operation that includes areas for cultivation of cannabis that in total do not exceed 5,000 square feet of plant canopy area and containing on the same premises a single retail store for cannabis sales. See Minn. Stat. § 342.28.

*CANNABIS SALES.* The sale of cannabis plants and seedlings, adult-use cannabis flower, and adult use cannabis products directly to consumers pursuant to Minnesota Statute section 342.27.

*CANNABIS TESTING FACILITY.* An entity that provides testing as required under Minn. Stat. §342.61 of cannabis and cannabinoid products, including plants, parts of immature cannabis plants, seedlings, cannabis flower, hemp plants, and similar cannabis materials. See Minn. Stat. § 342.37 and §342.38.

CANNABIS WHOLESALER. An entity that purchases immature cannabis plants, seedlings, cannabis flower, and other cannabis products and similar cannabinoids from cannabis micro and mezzo businesses and cannabis cultivators and manufacturers and resell these products at wholesale to other cannabis business operations. See Minn. Stat. § 342.33 and §342.34.

HEMP BUSINESS. When used in this Ordinance, the term “Hemp Business” means a legal entity such as a corporation, partnership, proprietorship, or individual(s) engaged or seeking to engage in one or more of the hemp related activities listed in Minn. Stat. § 342.01.

LOWER-POTENCY HEMP EDIBLE MANUFACTURING. A hemp business that conducts an operation pursuant to Minnesota Statute Section 342.45, as it may be amended.

LOWER-POTENCY HEMP EDIBLE SALES. A hemp business that conducts an operation pursuant to Minnesota Statute Section 342.46, as it may be amended.

RETAIL ESTABLISHMENT. Any place of business or portion of a place of business where THC Products are available for sale to the general public. Retail Establishments shall include, but are not limited to, grocery stores, convenience stores, tobacco products shops, gasoline service stations, bars, restaurants, CBD (Cannabidiol) stores, chiropractic/medical clinics, health/nutrition/supplement stores, and veterinary clinics. Retail Establishments shall not include any home-based business or sales out of any dwelling. A Retail Establishment can only be located in a C1-Central Commerce zoning district.

**SECTION 2. Amendment.** The City of Dassel City Code, Sections 153.035 – 153.043, District Regulations, shall be amended as follows:

153.035 RR – Rural Residential.

(B) *Permitted Uses.*

(1) Agricultural uses, including outdoor Cannabis cultivation that meets the standards set in 153.075.

(C) *Uses by Conditional Permit.*

(1) Cannabis cultivation, indoor.

153.040 C1 – Central Commerce.

(B) *Permitted Uses.*

(14) ~~Retail establishments~~ Lower-Potency Hemp Edible Sales.

(C) *Uses by Conditional Permit.*

(9) Cannabis mezzobusinesses, sales only.

(10) Cannabis microbusinesses, sales only.

(11) Cannabis sales.

153.041 C2 – Highway Commerce.

(B) *Permitted Uses.*

(5) Lower-Potency Hemp Edible Sales.

(C) *Uses by Conditional Permit.*

(5) Cannabis mezzobusinesses, sales only.

(6) Cannabis microbusinesses, sales only.

(7) Cannabis sales.

153.042 I1 – Limited Industry

(B) *Permitted Uses.*

(2) Wholesaling, all commodities except live animals and cannabis products.

(5) Lower-Potency Hemp Edible Sales.

(C) *Uses by Conditional Permit.*

(3) Cannabis cultivation, indoor.

(4) Cannabis mezzobusinesses.

(5) Cannabis microbusinesses.

(6) Cannabis sales.

153.043 I2 – General Industry

(B) *Permitted Uses.*

(2) Wholesaling, including cannabis products.

(C) *Uses by Conditional Permit.*

(3) Cannabis cultivation, indoor.

(4) Cannabis manufacturing.

(5) Cannabis mezzobusinesses.

(6) Cannabis microbusinesses.

(7) Cannabis sales.

(8) Cannabis testing facilities.

(9) Lower-Potency Hemp Edible Manufacturing.

**SECTION 3. Amendment.** The City of Dassel City Code, Section 153.044, Zoning District Use Chart, shall be amended as follows:

	<u>A-RR</u>	<u>C1</u>	<u>C2</u>	<u>I1</u>	<u>I2</u>
<b>A. Agriculture</b>					
<u>Cannabis cultivation, indoor</u>	<u>C</u>			<u>C</u>	<u>C</u>
<u>Cannabis cultivation, outdoor</u>	<u>P</u>				
<b>D. Commercial/Retail/Service</b>					
<u>Cannabis mezzobusiness</u>		<u>C</u> <u>*Sales Only</u>	<u>C</u> <u>*Sales Only</u>	<u>C</u>	<u>C</u>
<u>Cannabis microbusiness</u>		<u>C</u> <u>*Sales Only</u>	<u>C</u> <u>*Sales Only</u>	<u>C</u>	<u>C</u>
<u>Cannabis sales</u>		<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>
<b>E. Industrial</b>					
<u>Cannabis manufacturing</u>					<u>C</u>
<u>Cannabis testing facility</u>					<u>C</u>
<u>Cannabis wholesaling</u>					<u>P</u>

<u>Lower-Potency Hemp Edible Sales</u>		<u>P</u>	<u>P</u>	<u>P</u>	
<u>Lower-Potency Hemp Edible Manufacturing</u>					<u>C</u>

**SECTION 4. Amendment.** The City of Dassel City Code, Section 153.075, previously known as Retail Establishments, shall be amended as follows:

153.075 ~~RETAIL ESTABLISHMENTS~~ CANNABIS AND HEMP BUSINESSES.

(A) ~~*Proximity to Schools and Certain Facilities.* No license shall be issued for a premises within 250 feet of a School, a day care, or residential treatment facility, or a public park that is regularly used by minors, including a playground or athletic field. These distances are to be measured from the property line of the school or other structure, park, playground, or field to the closest side of the premises within which the Licensed Product is to be sold.~~ *Cannabis and Hemp Businesses.* All Cannabis and Hemp Businesses shall comply with the following qualifying criteria. Where required, a conditional use permit may only be issued when the following qualifying criteria are met.

(1) Applicability. The standards within this subsection shall apply to the following uses:

- a. Cannabis cultivation
- b. Cannabis events
- c. Cannabis manufacturing
- d. Cannabis mezzobusiness
- e. Cannabis microbusiness
- f. Cannabis sales
- g. Cannabis testing facility
- h. Cannabis wholesaling
- i. Lower-potency hemp edible manufacturing
- j. Lower-potency hemp edible sales

(2) Buffers

- a. Any cannabis business must be setback 500 feet from schools, day care, residential treatment facilities, and attractions within a public park that are regularly used by minors, including a playground or athletic field. These distances are to be measured from the property line of the school, daycare, residential treatment facility, or edge of the attraction within a public park to the closest side of the premises within which the Licensed Product is to be sold.
- b. Any area used to cultivate or grow cannabis must meet the following setbacks:

	<u>Horizontal Setbacks for Cultivation or Growth of Cannabis (Minimum)</u>
<u>Any property line</u>	<u>50 feet</u>
<u>Minor Arterial Street</u>	<u>150 feet from centerline or 75 feet from ROW, whichever is greater</u>
<u>Major or Minor Collector Street</u>	<u>100 feet from centerline, or 50 feet from ROW, whichever is greater</u>
<u>Any other Public Street</u>	<u>40 feet from ROW</u>

(3) Development Standards

- a. Must be licensed by the State of Minnesota and in compliance with the standards set by Minnesota Statutes, Minnesota Rules, and the Office of Cannabis Management.
- b. The facility shall be secured as required by Minnesota Statutes, Minnesota Rules, and the Office of Cannabis Management.
- c. Outdoor operations are prohibited, except for outdoor cultivation in the Rural Residential zone. All operations, including but not limited to, cultivation, manufacturing, storage, and sales must occur within a fully enclosed building or facility. Outdoor cultivation in the Rural Residential Zone shall be secured as required by Minnesota Statutes, Minnesota Rules, and the Office of Cannabis Management.
- d. Outdoor storage beyond the daily parking of vehicles is prohibited.
- e. The facility shall not produce noxious or nuisance causing odors, and is subject to the following conditions:
  1. The facility shall be ventilated so that all odors cannot be detected by a person with a normal sense of smell at the exterior of the facility or at any adjoining use or property.
  2. Growing cannabis must comply with all applicable laws and shall not produce noxious or dangerous gases or odors or otherwise create a danger to any person or entity in or near the facilities.
  3. An odor maintenance plan must be submitted to the City and approved by the City.
  4. At the Zoning Administrator's discretion, the applicant may be required to provide plans that show appropriate odor control systems so as not to produce any noxious or dangerous gases or odors or create any dangers to any person or entity in or near the facility.
- f. All mechanical, odor suppression equipment, trash enclosures, and loading and unloading areas to the facility must be screened from all public Right of Way and adjacent properties.
- g. Lighting
  1. All site lighting must meet City Code requirements. All light fixtures must be downward directed with cut-offs and be architecturally designed to match the overall design of the building.
  2. The specifications of all light fixtures must be provided to the City with the application for a conditional use permit.
  3. A photometric plan must be submitted to the City with the application for a conditional use permit indicating light measure at the property line.
  4. Lighting within a transparent greenhouse structure is permitted between the hours of 4:30 a.m. and 10:00 p.m. Lighting at the site property lines shall not exceed 1.0 foot-candles at any time.
- h. Water and Wastewater
  1. Cannabis and hemp businesses cultivating, processing, or manufacturing cannabis or hemp products shall be designed to minimize the use of water on the site, and must include water capture systems, grey-water systems, or other equally effective water conservation measures.
  2. Management of wastewater shall be approved by the City and in accordance with the Office of Cannabis Management, Minnesota Pollution Control Agency, or local ordinances. Where multiple standards exist, the more restrictive of the standards shall apply.
- i. Signs

1. Signs shall be in compliance with the Office of Cannabis Management and City Code Chapter 155, regulating signage displayed on private property. Whenever a more restrictive standard exists, the more restrictive standard shall apply.
- j. Security.
  1. The facility shall be secured as required by Minnesota Statutes, Minnesota Rules, and the Office of Cannabis Management.
  2. Any security bars, gates or grills shall be retractable, shall remain open and retracted when the Cannabis or Hemp business is open to the public or otherwise in operation and shall not be installed on the exterior of the building.

**SECTION 5. EFFECTIVE DATE.** This ordinance shall be effective immediately from and after its adoption and publication in the official newspaper of the City of Dassel.

**SECTION 6. ADOPTION DATE.** This Ordinance \_\_\_\_\_ was adopted on this \_\_ day of \_\_\_\_\_, 2025 by a vote of \_\_\_\_\_ Ayes and \_\_\_\_\_ Nays.

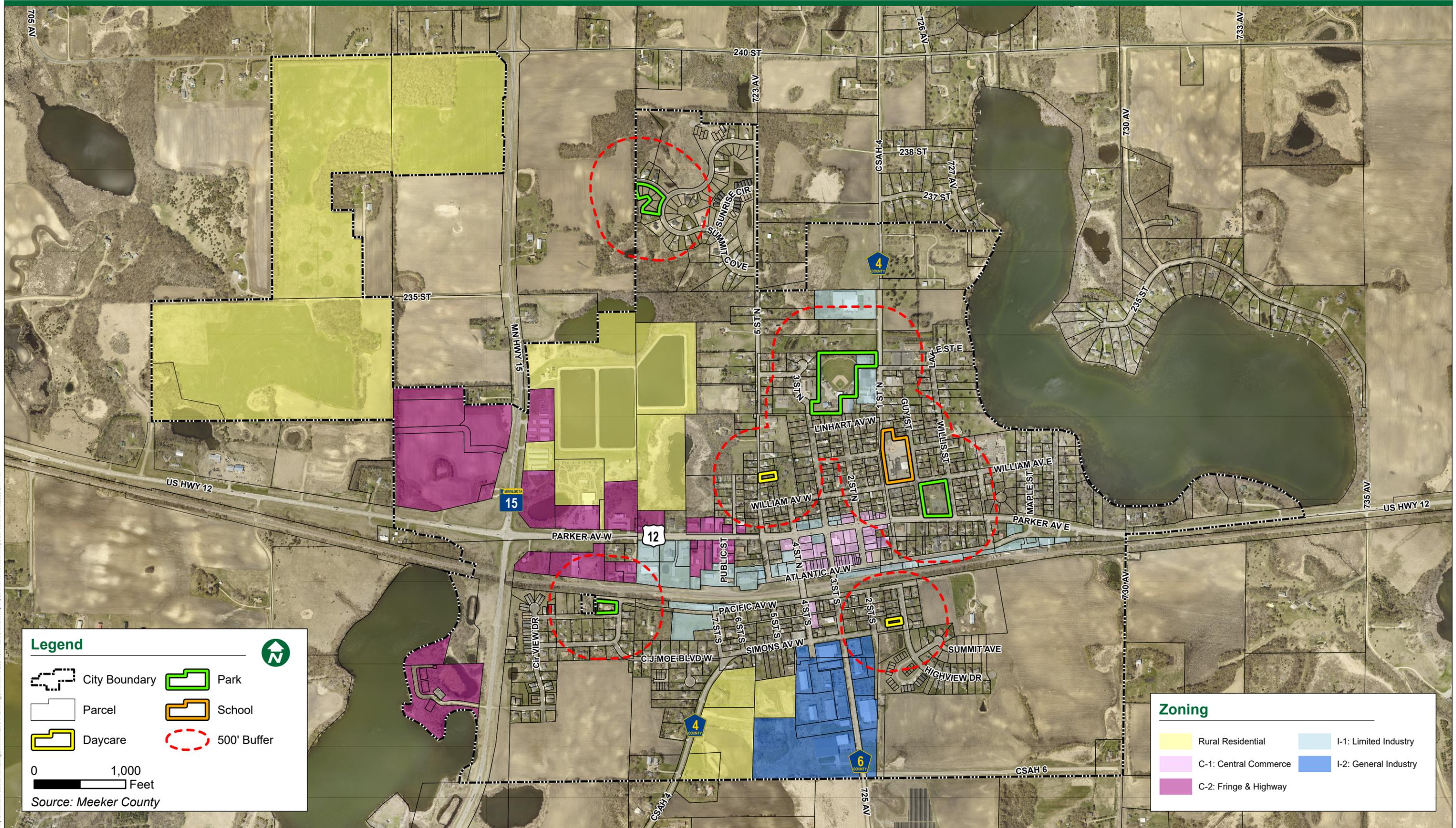
DASSEL CITY COUNCIL

\_\_\_\_\_  
Bob Lalone, Mayor

ATTEST:

\_\_\_\_\_  
Renee Eckerly, City Administrator/Clerk

This Ordinance No. \_\_\_\_\_ was published on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.



**Legend**

- City Boundary
- Park
- Parcel
- School
- Daycare
- 500' Buffer



0 1,000  
Feet

Source: Meeker County

**Zoning**

- Rural Residential
- I-1: Limited Industry
- C-1: Central Commerce
- I-2: General Industry
- C-2: Fringe & Highway



DocuWare Proposal for:

**City of Dassel**



March 6<sup>th</sup>, 2025

Prepared by:

Justine Pool, Software Specialist, MSI

Vance Martin, Senior Technology Consultant, MSI

## Benefits of DocuWare

- Paperless processing and storage of digital documents
  - Documents automatically organized with flexible searching through digital filing cabinets with a variety of search criteria
  - AI Machine Learning Technology to automatically capture and index documents
  - Full-text search allows you to search through all typed text on documents quickly
  - Make audits simple with a quick compilation of all documents, use DocuWare Export Audit Request to share documents directly with an auditor
- Customized digital document storage built for your documents
  - Council Files, Property Records/ Permits, Finance/Accounting
  - Option to include vendor invoice department approval workflow
  - Option to include customized DocuWare permit merge form to collect permit requests with a digital web form
  - Includes workflow automation using notifications, review task, and signature stamps
- Use DocuWare Highlight Search to highlight key text in another application, such as Banyon, and use a shortcut key to execute a search in DocuWare
- User permissions ensure document security standards are maintained
- Ability to add customized document retention policies
- Import documents directly from email, scanner, or DocuWare “printer” with direct ingest methods
- Documents stored in secure cloud storage hosted on Azure Servers; documents are automatically backed up and encrypted
- Nothing to install and is always up-to-date with the latest features and functionality
- Highly scalable and easy to grow with; ability to expand into additional departments with tailored document storage

## DocuWare + Municipalities in the US

- As of 2024, DocuWare is currently deployed in 488+ different municipalities and government agencies across the United States. Nationwide DocuWare is averaging 7 new municipality contracts per month
- DocuWare specializes in small to medium-sized organizations and is a great fit for supporting smaller municipalities as they grow
- Currently the number one industry type that new DocuWare subscriptions are being deployed in is municipalities and other government agencies

## MSI & DocuWare: MN City Government References

- City of Morris, MN
- City of New Richland, MN
- City of Waverly, MN
- City of Wells, MN
- City of Blaine, MN

## Benefits of MSI

- Since 1969, MSI has been a leading provider of office technology with a commitment to delivering innovative solutions and exceptional customer service. With a network of experienced professionals and a dedication to excellence, MSI is poised to meet the needs of clients across various industries.
- As an ESOP company, we answer directly to our customers, not stockholders
- Your sales rep is your direct point of contact; there is no need to call around in order to try and get your questions answered, your time is valuable and that's our job
- Professional services implementation and support are handled by MSI's local professional services team; ongoing questions and support are covered by technicians who know your DocuWare site and processes

## DocuWare Cloud Solution – Annual Subscription

DocuWare Cloud Annual Subscription Cost		
Cloud 4	This Package Contains 4 Named User Licenses and 20 GB of Storage Available for Documents	
Included Modules	DocuWare Connect to Outlook DocuWare Workflow Manager DocuWare Intelligent Indexing DocuWare Task Manager DocuWare Autoindex DocuWare Connect to Mail DocuWare Barcode & Forms DocuWare Import DocuWare Mobile DocuWare Forms DocuWare Smart Connect DocuWare Request DocuWare Printer DocuWare PaperScan	
<b>Annual Total: DocuWare Cloud 4</b>		<b>\$5,569.40</b>
<b>Annual Total: Additional Users x 3 – Optional for Approval Workflow</b>		<b>+\$4,255.70</b>

Professional Services		
Professional Services <i>One-Time Cost</i>	DocuWare Base Storage & Retrieval Package <i>Discovery, Implementation, Training &amp; Project Management</i>	<b>\$3,920</b>
Professional Services <i>One-Time Cost</i>	Vendor Invoice Dept. Approval Workflow <i>Optional Add-on</i>	<b>+\$2,205</b>
Professional Services <i>One-Time Cost</i>	Permit Request Merge Form and Review Task with Signature Stamp <i>Optional Add-on</i>	<b>+4,465</b>

\*Subscription and Professional Services pricing valid through 05/30/2025



Week of April 28<sup>th</sup>

May 5<sup>th</sup> – May 23<sup>rd</sup>

May 26<sup>th</sup> – June 6<sup>th</sup>

Week of June 9<sup>th</sup>

## About DocuWare

Enterprise Content Management with DocuWare means considerably more than archiving and managing documents electronically. ECM is an information system deeply integrated into a company's IT infrastructure that automates and universally networks document intensive processes. DocuWare is the comprehensive, complete solution for securely archiving business documents of all types, making them available in a flexible way, and using them efficiently. Regardless of the format and source, the ECM automates business processes and workflows by managing and linking documents electronically.

The basis for this is the structured storage of documents in a central document repository. Every employee with the necessary authorization has access to all information needed for their work regardless of whether they are at their PC in the office or on their smartphone when on the move. All interrelated documents concerning a customer, a project, or a business process are available within a few seconds.

## Say Farewell to Paper

Paper slows work down, is easily lost, and can add up to a big expense. Have you ever calculated how much time and money is spent on copies, printing, filing cabinets ... not to mention unproductive searches? Modern organizations eliminate physical archives and paper-based processes to save cost and time and to protect valuable corporate knowledge. Digital document management maintains your data in a structured and secure way. When digitized information is served up quickly and accurately, you and your team can work with peak efficiency.

## Stop Wasting Time, Automate Your Processes

Tedious and routine tasks such as data entry and comparison, information sharing, and correcting mistakes consume valuable resources that could be better utilized by your sales, accounting and HR teams. There is enormous potential in automating tasks. Processes like invoice processing, employee onboarding and contract management have numerous steps and decision points that can be digitized and automated. Employees focus on decision making, not moving paper. Free up your employees from frustrating and time-wasting manual work and make way for them to use their talents, expertise and customer service skills instead.

## DocuWare Software Package

### DocuWare On-Premise or Cloud Hosted

DocuWare software for professional Enterprise Content Management—simplifies every single task relating to documents. By managing your documents with DocuWare, you increase efficiency throughout your entire organization. Employees are equipped with the right information whenever they need it so that customer service improves and productivity increases. Security gaps are closed, and because everything is so well-organized and legally compliant, audits consume less time.

### Feature Descriptions

#### DocuWare Intelligent Indexing

DocuWare's Intelligent Indexing is a web-based service that automatically captures the most important metadata from your scanned documents. The system quickly learns from feedback, so that recommended index words for known document types can be automatically and reliably assigned.

- Electronic filing is now faster and easier than handling paper.
- Due to crowd learning, automatic indexing becomes very reliable within a short time.
- The system constantly learns from your input and from others in your company.

#### DocuWare Workflow Manager

Establish clear rules for processing documents to optimize your business processes with DocuWare Workflow Manager. You assign: employees, tasks, and define substitution rules in case the employee responsible for that step is out of the office. You determine what it is to start a workflow, for example by storing an invoice, or because a certain deadline is due. And naturally, you can track all processes.

#### DocuWare Task Manager

DocuWare Task Manager speeds up day-to-day office work. With lists and email notifications, no task gets left behind and project move forward on schedule.

#### DocuWare Auto-Index

Index Archived Documents Automatically from External Data Source Many of the documents you need to archive will already have existing categorization criteria and search words in the IT system. DocuWare Autoindex transfers the data and adds it to the file cabinet as index words. Manual input is eliminated and storage is also automatic.

#### DocuWare Connect to Mail

Users of Gmail and Microsoft Exchange can organize and store their email quickly and easily in DocuWare with Connect to Mail. Connect to Mail monitors a folder in your inbox. There, incoming email is automatically transferred to the DocuWare system. Connect to Mail can also automatically index the email. Managing email and all other document types together in a single document management solution simplifies and improves the organization of related contents. Now you can use Connect to Mail to combine the practical benefits of web-based email accounts with the efficiency and functionality of DocuWare.

### DocuWare Connect to Outlook

Integrate Microsoft Outlook into your office productivity. Securely archive incoming and outgoing email while automatically triggering new workflow tasks. Key search views are embedded directly in the Outlook for single-screen productivity. You don't have to leave your email client to store email messages and search the file cabinet. The functions are available directly in Outlook:

- Store messages with a mouse click
- Or have email archived automatically
- Email that you want to keep in Outlook can be marked as filed

### DocuWare Barcode & Forms

Speed up and simplify the capturing and storage of documents with Barcode & Forms. With instant reading of barcodes and text, your documents can be automatically presorted, indexed and stored. Easy and accurate processing saves time and money.

- Automatic indexing: have your barcodes read out for indexing
- Presorting documents: use the data read out to categorize and separate scanned pages
- Time saving: optimize your work processes
- Highly accurate: automatic data capture instead of manual entry is safer and more accurate

### DocuWare Import

With DocuWare Import you can easily and efficiently import documents directly into your DocuWare system. The module works in the background monitoring selected folders in your file system or network to automatically move all incoming files into DocuWare, where they can be indexed as needed.

### DocuWare Mobile

Document retrieval and display, task list and stamps for document approval on mobile devices with iOS, Android or Windows Phone operating systems. Where additional apps are required they can be downloaded for free from the respective stores. The license is required for document upload into DocuWare with PaperScan.

### DocuWare Forms

DocuWare Forms allows your company to convert recurring manual form filling and filing processes to a simple digital process within DocuWare. Data is captured instantly and accurately in a web form and then applied to a document and stored as a form in a central file cabinet. The completed form can be stored in the design of the original form. Employees can easily access and work with the stored forms. With Workflow or Task Manager the form processing is transparent for everyone.

### DocuWare Electronic Signatures

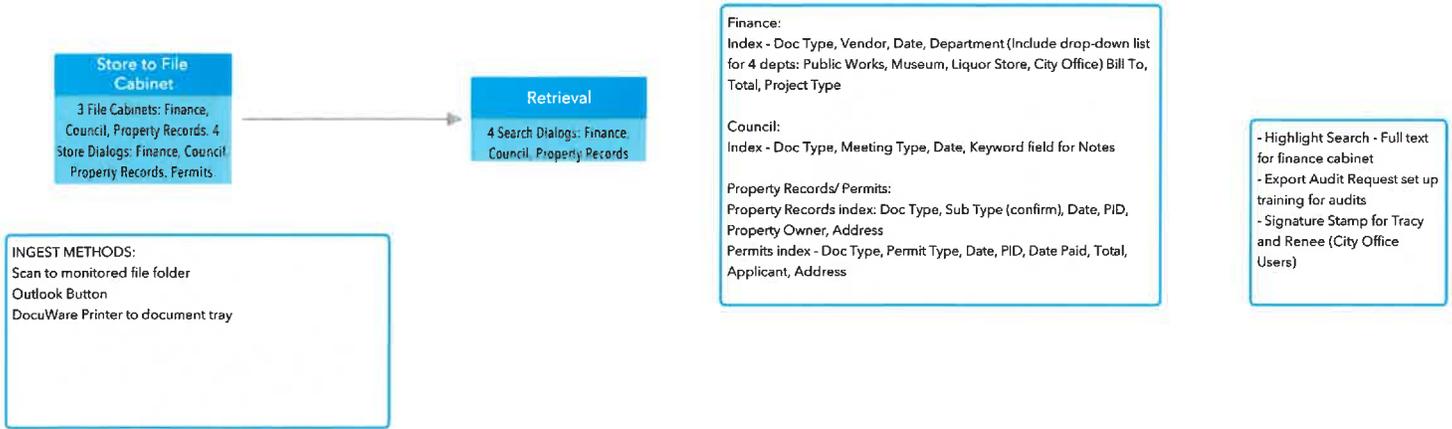
Sign documents with an electronic signature and ensure the authenticity of important business information. With a qualified electronic signature, your documents are legally binding and meet current security requirements.

### DocuWare Request

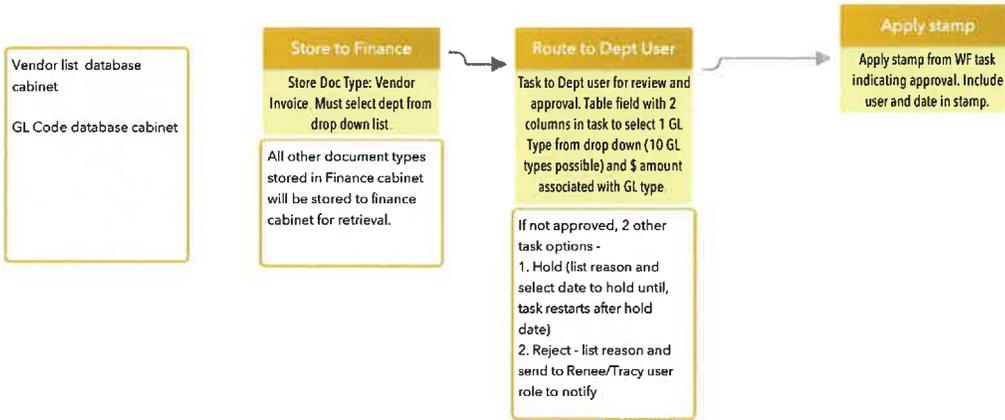
Allows individual documents or entire DocuWare file cabinets to be conveniently saved and forwarded to third parties. This is useful if, for example, a scanning service provider would like to give documents to a customer. The customer can search or open the documents with the browser provided, even without DocuWare installed.

Document Storage & Retrieval    Dept. Approvals    Permit Form

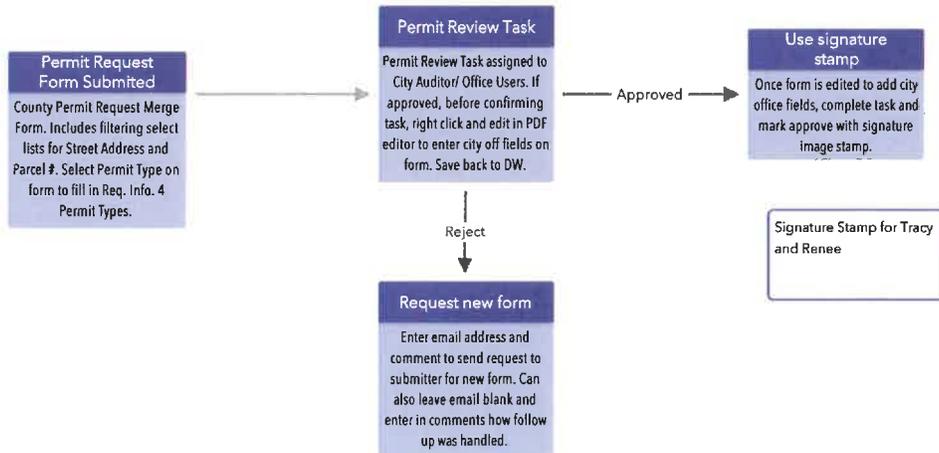
Base Configuration



Vendor Invoices: Dept. Approval



Permit Request Merge Form



RECEIVED  
FEB 27 2025

February 26, 2025

This letter is an invitation to partner with the Minnesota Department of Transportation for street sweeping on state highways within your community.

Because MnDOT snowplows distribute brine, salt, and/or sand on the highway during the winter, MnDOT is willing to partner with the city by covering the cost of street sweeping **twice during the summer**. There are two options on how MnDOT and cities can work jointly to share these costs.

**Option 1 –**

City can perform street sweeping with their own crews, at a time that works best for them. MnDOT would then reimburse the city for the costs incurred.

**Option 2 -**

City could hire a contractor to perform the work for them. MnDOT would reimburse the city for the costs incurred to **street sweep**.

If the city is interested in partnering with MnDOT as described in either Option 1 or Option 2, please complete and return the enclosed Agreement and Bid form by **May 1, 2025** to:

[dawn.oie@state.mn.us](mailto:dawn.oie@state.mn.us) (or) Attn: Dawn Oie  
Minnesota Department of Transportation  
2505 Transportation Road  
Willmar, MN 56201

**If your community chooses either Option 1 or Option 2, you will need to contact the MnDOT Maintenance Supervisor for your area in advance of performing the work. This is required so MnDOT can pre-authorize the work in accordance with state statute. If pre-authorization is not received, MnDOT will not be able to provide reimbursement for the street sweeping costs.**

After receiving pre-authorization and performing the work, send invoices to:

[dawn.oie@state.mn.us](mailto:dawn.oie@state.mn.us) (or) Attn: Dawn Oie  
Minnesota Department of Transportation  
2505 Transportation Road  
Willmar, MN 56201

Please be advised that MnDOT cannot directly reimburse a contractor for performing street sweeping work. If the city chooses to partner with MnDOT using Option 2, please have the contractor invoice the city for the cost of all the street sweeping work. The city in turn can submit an invoice and request reimbursement from MnDOT for the street sweeping. Contractor should not invoice MnDOT directly as we are not able to make payment to them.

If your community would prefer to perform all street sweeping at your own cost and independent of MnDOT, that is certainly your prerogative, and no further action is required.

Thank you for your time. If you have any questions regarding this process, please don't hesitate to contact me at (320) 894-1669.

Sincerely,



Lonnie Hoffman  
MnDOT District 8 Maintenance Superintendent

Enclosures: Agreement  
Bid Form  
MnDOT Reporting Contacts

## ***Street Sweeping Agreement (2025)***

**City Administrator/Engineer/Admin,**

MnDOT would like to request your participation with street sweeping for the upcoming 2025 summer season.

The following are guidelines when the city participates with MnDOT in street sweeping within city limits:

***Guidelines:***

MnDOT will reimburse for street sweeping on ***state highway within city limits*** under the following conditions:

- Municipality **must** obtain prior authorization **before** street sweeping costs are incurred for **each** sweeping instance.
- Failure to obtain **prior authorization** for approval of street sweeping for **each** instance could result in non-payment. (MnDOT contact names are listed on a separate page.)

**Maximum number of street-sweeping events that MnDOT will cover is two (2) per summer season.** If cities want to sweep more than two times, that's fine. However, cities will pay for it on their own.

**If you are interested in entering into this agreement with MnDOT for the upcoming summer season, please do the following:**

- Sign this Street Sweeping Agreement on the line indicated at the bottom.
- Complete enclosed Request for Bid form.
  - Complete *VENDOR NAME AND ADDRESS* section.
  - List **each** piece of street sweeping equipment that will be used, quantity of each, unit of measure (per hour), description of equipment, unit cost per equipment and total cost.
  - Complete the *MUST BE COMPLETED BY VENDOR* section.
  - Both Vendor Sections should include **city's** information, not the subcontractor's information.
- Email signed agreement AND bid form to Dawn Oie at [dawn.oie@state.mn.us](mailto:dawn.oie@state.mn.us).

***Review Process:***

- Documentation from the city will be reviewed upon receiving.
- Response from MnDOT will be sent (via email) within two weeks as to whether or not the agreement has been accepted. City will receive signed copies.

*Invoice Information:*

Invoices must contain the following:

- o MnDOT's address: MnDOT, 2505 Transportation Rd, Willmar, MN 56201
- o City Name and Address
- o Date(s) of street sweeping
- o List of preapproved equipment used with hours and unit costs **for each date**
- o Total amount of all items invoiced

**NOTE:** Any missing information will require a new invoice to be submitted by the city, which could delay payment.

Invoices must come from the city, not the contractor.

Send invoices to either of the following addresses:

[dawn.oie@state.mn.us](mailto:dawn.oie@state.mn.us) (or)

*Attn: Dawn Oie*  
Minnesota Department of Transportation  
2505 Transportation Road  
Willmar, MN 56201

- Submit invoices **within two weeks** of each street sweeping event. Please be timely throughout the season.
- **Final invoices** must be submitted to MnDOT by Monday, **October 20, 2025**.

**This Agreement and the Informal Bid Form must be completed along with the required signatures and on file in our office before any costs may be incurred.**

Please send completed information to [dawn.oie@state.mn.us](mailto:dawn.oie@state.mn.us) by **Thursday, May 1, 2025**.

**By signing this agreement, you agree to all of the above.**

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Municipality	Signature (Authorized Representative)	Position Title	Date
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<b>REQUEST FOR BID</b>  (THIS IS NOT A PURCHASE ORDER)	<b>STATE OF MINNESOTA</b>  AGENCY NAME: MN Department of Transportation BUYER NAME: Matt Smith PHONE #: 507-828-7984
<b>VENDOR INFORMATION:</b>  NAME: _____ ADDRESS: _____ _____ _____ PHONE #: _____ EMAIL: _____	<b>DIRECT ALL INQUIRIES AND RETURN BID TO:</b>  NAME: Dawn Oie ADDRESS: 2505 Transportation Rd Willmar MN 56201 EMAIL: <a href="mailto:dawn.oie@state.mn.us">dawn.oie@state.mn.us</a> Phone #: 320/212-0011

<b>BID MUST BE RECEIVED NO LATER THAN:</b>	Dates shall be listed in the sequence of month/date/year
DATE: <b>May 1, 2025</b> TIME: <b>4:30 pm</b>	Times shown are based on the Central Time Zone, USA

<b>REQUISITION TITLE: Street Sweeping</b>
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**SOLICITATION RESPONSE INSTRUCTIONS:**

1. Read the entire solicitation including all terms, conditions, and specifications. All attached terms, conditions, and specifications apply to any subsequent award. Complete all applicable areas.
2. Solicitation responses (bids) must contain the signature of an authorized agent empowered to bind the Vendor in a contract.
3. Bids must be submitted on this form unless otherwise stated in the solicitation.
4. For a "no response", return only this page signed and marked "no response." Failure to respond may result in being removed from the Vendors list.
5. All shipments shall be FOB Destination. Freight charges must be prepaid and allowed (with freight included in the price), to the ordering agency's receiving dock or warehouse unless otherwise stated in the solicitation.
6. Bids will be considered to be in strict compliance with the specifications and the Vendor will be held responsible unless the Vendor clearly indicates in the bid any deviation from the specifications.
7. The State of Minnesota reserves the right to reject any or all bids or portions thereof; to waive any irregularities or informalities in bids received; and to cancel the solicitation if it is considered to be in the State's best interest.
8. Bids submitted are irrevocable offers for 60 days following submission deadline date unless otherwise stated in the solicitation terms. Bids may be modified or withdrawn prior to the time and date set forth above. After the time set forth above, no bids may be withdrawn or modified.
9. Prices must be submitted in United States currency.
10. Do not include sales tax in your pricing unless otherwise specified in the solicitation. The State of Minnesota holds Direct Pay Permit 1114.
11. **ADDENDA TO SOLICITATION.** Changes to the solicitation will be made by written addendum. Any addendum issued will become part of the solicitation. Each responder must follow the directions on the addendum. All requests for clarification must be directed to the contact person. Only changes made via addendum will be valid. (This paragraph supersedes paragraph 4 in Appendix E, Terms & Conditions.)
12. **INFORMAL BID.** The words "Signature (in ink)" when used in this solicitation includes signature stamps, photocopies of signatures, and facsimile signatures. Responders may be required to provide original signatures when requested.
13. **AWARD--ITEM, GROUP, TOTAL.** The award will be made to the lowest responsible vendor meeting the specifications and all terms and conditions. The state reserves the right to award items separately, by grouping items, or by total, whichever is deemed most advantageous to the state.

Quantity	Unit Of Measure	Description	Unit Cost	Total Cost
<b>Total Cost Of All Line Items</b>				

**MUST BE COMPLETED BY VENDOR**

\_\_\_\_\_  
Vendor Contact Person

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Company Name (type or print)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mailing Address (if different than above)

\_\_\_\_\_  
Name and Title (type or print)

**Prior Authorization Needed for each Street Sweeping Event**  
**MnDOT contacts are listed below**  
**(Summer 2025)**

***Willmar Subarea***

<b>Cities:</b> Atwater, Clara City, Darwin, Grove City, Kandiyohi, Kimball, Litchfield, New London, Pennock, Prinsburg, Raymond, Spicer, Willmar		
Primary Contact	Jed Mulder / Sub-area Supervisor	(320) 293-8557
Secondary Contact	Dan Bonnema / Sub-area Assistant	(320) 979-3750

***Hutchinson Subarea***

<b>Cities:</b> Bird Island, Biscay, Buffalo Lake, Cosmos, Danube, Dassel, Fairfax, Franklin, Glencoe, Hector, Hutchinson, Morgan, Morton, Olivia, Redwood Falls, Silver Lake, Stewart, Wabasso		
Primary Contact	Jamie Ortloff / Sub-area Supervisor	(320) 212-5736
Secondary Contact	Tracy Jaskowiak / Sub-area Assistant	(320) 583-3005

***Marshall Subarea***

<b>Cities:</b> Avoca, Balaton, Canby, Chandler, Currie, Fulda, Garvin, Ghent, Ihlen, Iona, Jasper, Lake Benton, Lake Wilson, Lamberton, Marshall, Milroy, Minneota, Pipestone, Porter, Revere, Slayton, Taunton, Tracy, Tyler, Walnut Grove, Westbrook, Woodlake		
Primary Contact	Ryan Eliason / Sub-area Supervisor	(320) 979-6371
Secondary Contact	Kevin Blom / Sub-area Assistant	(507) 979-6372

***Montevideo Subarea***

<b>Cities:</b> Bellingham, Clarkfield, Dawson, Granite Falls, Hendricks, Madison, Milan, Montevideo, Renville, Sacred Heart, Watson		
Primary Contact	John Platt / Sub-area Supervisor	(320) 829-4889
Secondary Contact	Rob Viaene / Sub-area Assistant	(320) 979-1214

Resolution# 2025-012  
Adopted 03/17/2025  
City of Dassel

**CITY OF DASSEL**

**RESOLUTION TO APPROVE CITY OF DASSEL OFFICIAL SEAL**

**WHEREAS**, the City Council has adopted the attached seal “Exhibit \_\_\_\_” as the official City Seal of the City of Dassel and;

**AND WHEREAS**, the seal is approved to be utilized with both a high-quality, rubber stamp or an embosser and;

**AND WHEREAS**, the use of previously approved city seals is repealed.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF DASSEL, MINNESOTA** that the attached seal serves as the official City Seal of the City of Dassel.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the resolution was approved and unanimously carried, this 17th day of March, 2025.

ATTEST:

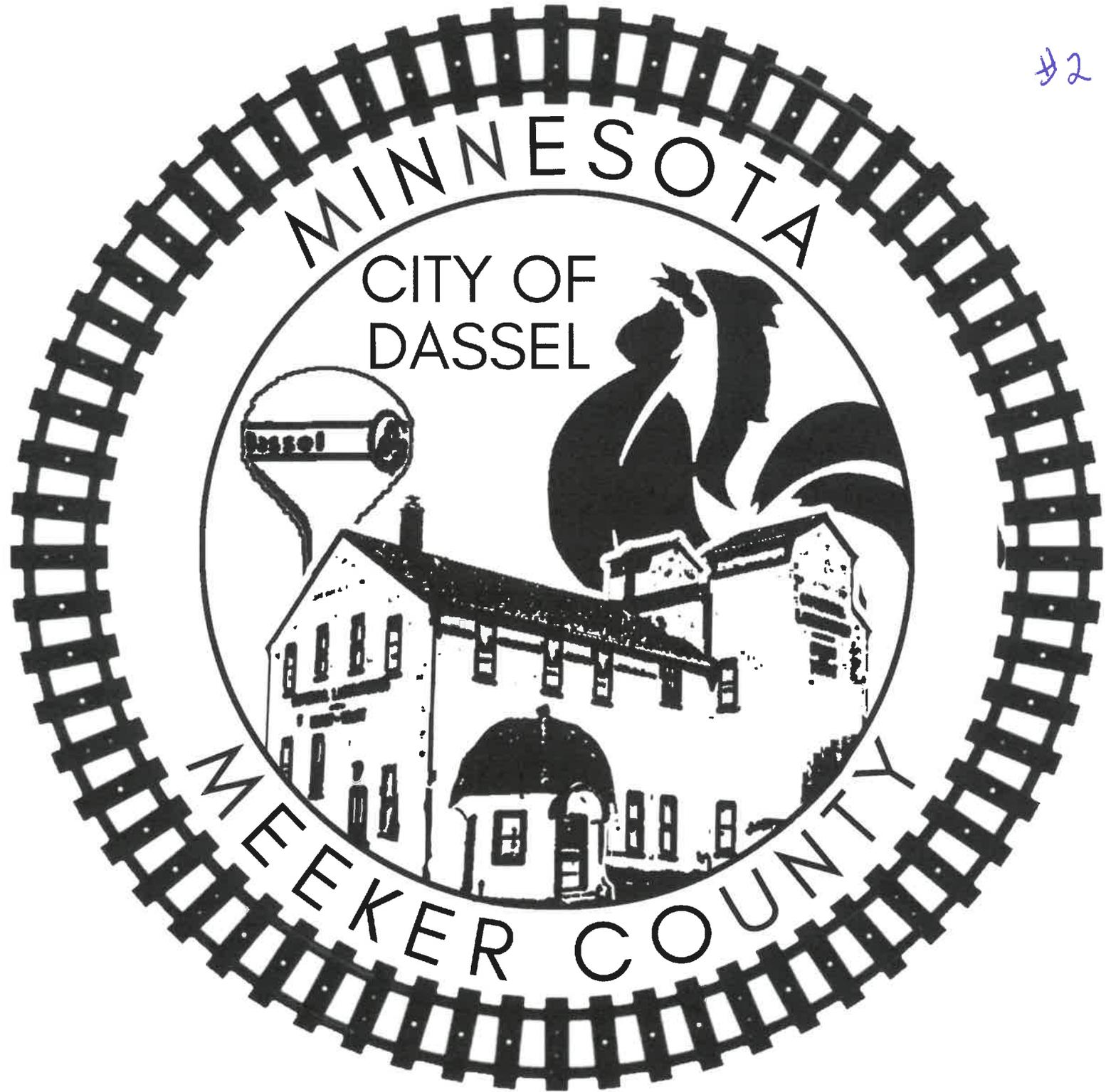
\_\_\_\_\_  
Bob Lalone  
Mayor

\_\_\_\_\_  
Tracey Bergum  
City Clerk/Treasurer

#1



#2



#3





HF

#5

