

# Dassel, MN

## Regular City Council Meeting

Monday, June 16, 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 for City Council meeting May 19, 2025, Special City Council meeting June 9, 2025, and DAHS meeting April 22, 2025.

#### Attachments:

- **City Council meeting May 19, 2025** (5-19-2025\_Regular\_City\_Council\_Meeting\_Minutes.pdf)
- **Special City Council Meeting Minutes June 9, 2025** (6-9-2025\_Special\_City\_Council\_Meeting\_Minutes.pdf)
- **DAHS Meeting Minutes April 22, 2025** (4-22-2025\_DAHSApril\_Meeting\_Minutes.pdf)

### 3. Public Hearing(s)

### 4. Open Forum

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

- a. **Darren Sombke County Commissioner will be present to give a Meeker County update.**
- b. **Sara Oberloh, Oberloh & Oberloh, Ltd. will be presenting the City's 2024 audit.**

### 5. Additions or Omissions to Agenda

### 6. Consent Agenda

- a. **Payment of Claims \$257,255.21**
- b. **Motion to hire Alyssa Carlen Part time liquor store clerk pending background check.**
- c. **Motion to appoint AI Suchy to the Planning Commission board for 2025 to December 31, 2026**

#### Attachments:

- **Ordinance regarding Planning Commission** (Planning\_Commission\_Ordinance.pdf)

- d. **Approve Temporary 1 Day On-Sale Liquor License for Cokato Dassel Lions Club for August 9, 2025, at the Dassel History Center.**

### 7. Council & Committee Reports

- a. **Planning Commission Meeting, June 9, 2025 - Landrus**
- b. **Special City Council Meeting - Grant/Vehicle purchase June 9, 2025**

### 8. Staff Reports

#### a. Museum Director

#### Attachments:

- **Museum Director report** (Museum\_Directors\_report\_-\_June\_2025.pdf)

#### b. Liquor Store Manager

**Attachments:**

- **May 2025 Liquor report** (May\_2025\_Liquor\_report.pdf)

**c. Fire Chief**

**Attachments:**

- **May 2025 Fire Calls** (Fire\_Calls\_May\_2025.pdf)

**d. Public Works Director**

**Attachments:**

- **Public Works Director Report May and June** (Public\_Works\_Report\_May\_and\_June.pdf)

**e. City Engineer**

Mitchell Lease will be reporting on Breeds' park restroom project.

**f. City Administrator**

**Attachments:**

- **Monthly Report** (20250616\_City\_Administrator\_Report.pdf)

**g. City Attorney**

**h. Sheriff's Department**

**Attachments:**

- **Sheriffs Dept report May 2025** (Meeker\_Co\_Sheriff\_Monthly\_Stats\_-\_May\_2025.pdf)

**9. Business Items**

**a. Discuss Irrigation, Sod and Asphalt estimates at Mushroom building.**

Quote for the asphalt will be distributed at the meeting. Heritage Preservation account 101-45000-492 balance \$4,892.00

**Attachments:**

- **A&E Proposal** (A\_E\_Outdoors\_proposal.pdf)
- **Diversified Paving Proposal** (Diversified\_paving\_proposal.pdf)
- **LandsKapings Proposal** (LandsKapings\_proposal.pdf)

**b. Discuss removing No Truck Parking sign on Centennial Ave.**

**Attachments:**

- **Minutes & Clerks report October 19, 2015 meeting** (Minutes\_\_\_Clerk\_Report\_Oct\_19\_2015\_Meeting.pdf)

**c. Returning business item from April meeting. Discuss approval of bid.**

4/21/2025 Council reviewed the bids for tree removal but would like to see another quote for just the trees that are dead.

**Attachments:**

- **Tree bids from April meeting** (TREEBIDS.pdf)
- **Updated tree bids from Wimmer** (Updated\_detailed\_quote\_from\_Wimmer.pdf)

**d. Discuss adopting wording to address jake braking.**

Proposed wording will be distributed at meeting.

**e. Motion to approve the Lot Line Adjustment Application for PID 23-0756000 1000 Sunrise Circle, Dassel.**

The Planning Commission has approved the Lot Line Adjustment for PID 23-0756000 1000 Sunrise Circle, Dassel.

According to the City Zoning Ordinance a Lot Line Adjustment only needs approval by the Planning Commission to be recorded at Meeker County. It was recommended by Dave T Anderson, Kennedy & Graven to have Council also approve for the record.

**Attachments:**

- **Lot Line Adjustment Application for PID 23-0756000 1000 Sunrise Circle, Dassel.** ( Lot\_Line\_Adjustment\_Application\_PID\_23-0756000\_1000\_Sunrise\_Circle.pdf)

**f. Motion to approve Resolution 2025-017 Declaring Red Rooster Celebration as a City Festival on August 30, 2025.**

**10. Announcements / Dates to Remember**

2024 Population and Household Estimates from the MN State Demographer

Red Rooster Committee meeting, Tues. June 17, 2025, at 6:00 pm at City Hall

Holiday – Juneteenth, Thurs. June 19, 2025, City Hall will be closed.

DC Trail Meeting, Mon. June 23, 2025, 4:30 p.m. Dassel City Hall, rescheduled to June 30, 2025.

DAHS meeting, Tues. June 24, 2025, 10:00 a.m. History Center

League of MN Cities Conference, June 24 - 27, 2025, Duluth Convention Center

Holiday – 4th of July, Fri. July 4, 2025, City Hall will be closed.

Planning Commission meeting, Mon, July 7, 2025, 6:00 p.m. at City Hall

Dept Head meeting, Tues. July 15, 2025, 7:00 a.m. at City Hall

City Council Meeting, Mon., July 21, 2025, at 6:00 p.m. City Hall

**Attachments:**

- **2024 Population and Household Estimates from the MN State Demographer** (2024\_Population\_and\_Household\_Estimates\_MN\_State\_Demographer.pdf)

### **11. Closed Meeting**

Pursuant to Minnesota Statutes Sections 13D.05, subdivision 3(c)(3) to conduct a closed city council discussion concerning the following real property (the "Property"):

Meeker County PID 23-0103000

465 2nd Street, Dassel, Minnesota

To develop or consider offers or counteroffers for the purchase or sale of real or personal property.

### **12. 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.

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Contact: Renee Eckerly (renee.eckerly@dassel.com 320-275-2454) | Agenda published on 06/13/2025 at 2:28 PM

**Dassel, MN**  
**Regular City Council Meeting**

Minutes

Monday, May 19, 2025 at 6:00 pm

**1. Call to Order**

**Minutes:**

Mayor Lalone called the meeting to order at 6:02 pm.

**a. Pledge of Allegiance**

Led by Mayor Lalone

**b. Roll Call**

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

**Minutes:**

Members present: Gaertner, Landrus, Suchy, Thurn & Mayor Lalone. Members absent:

None

**2. Approval of Minutes for City Council meeting April 21, 2025, and Special City Council meeting May 13, 2025.**

**Minutes:**

Motion by Gaertner, seconded by Suchy to approve the Minutes for City Council meeting April 21, 2025, and Special City Council meeting May 13, 2025. Motion carried.

**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.)

**Minutes:**

Dave Johnson 130 Linart Ave. W. wants it noted that he is addressing council as a resident of the City of Dassel and not as the Fire Chief. Johnson stated if it continues to get noted in the paper he can resign as Chief. Johnson noted that some of the people reference in the newspaper articles as residents of Dassel do not live within the city limits. They may have a Dassel zip code but are not taxpaying residents of the City of Dassel. Johnson urged residents to come and voice their opinions and concerns, as these decisions affect them.

**a. George Eilertson, Northland Securities, present Debt study**

**Minutes:**

George Eilertson, Northland Securities presented Council with the current and future debt study for the city explaining the city's existing debt, the statutory debt limit and the options for future projects and financing.

**5. Additions or Omissions to Agenda**

**6. Consent Agenda**

**Minutes:**

Motion by Landrus, seconded by Thurn to approve the Consent Agenda as presented. Motion carried.

- a. **Payment of Claims \$263,123.34**
  - b. **Approve Temporary 1 Day On-Sale Liquor License for Cokato Dassel Lions Club for June 19, 2025, at the Dassel History Center.**
  - c. **Approve the resignation of Melinda Boltz, Liquor Store Clerk effective April 30, 2025.**
  - d. **Approve the renewal of the annual contract with the Minnesota Lottery and authorize the City Administrator to sign.**
  - e. **Approve Lease Agreement with Brian Dahlman for 63 acres at \$125.00 per acre and 20 acres at \$30.00 per acre**
  - f. **Approve Lease Agreement with Greg Nelson for 50 acres at \$125.0 per acre.**
7. **Council & Committee Reports**
- a. **Dassel Area Historical Society Meeting April 21, 2025 - Eckerly**

**Minutes:**

Administrator Eckerly reported the Fungus Amungus is performing the Book of Mark June 26-29, 2025, and there was more discussion about the little theatres and an update on the ERGOT exhibit.

- b. **Red Rooster Committee Meeting, May 6, 2025 - Eckerly**

**Minutes:**

Administrator Eckerly reported the committee discussed the concrete option at the chicken pits and the committee decided against doing the project but instead will have the residents of the Village Ranch come in July and help rebuild the pits. Representatives from the fire department were present and requested the water ball event be moved to after the parade on Saturday. The Knights of Columbus will no longer be doing the brat feed and will be turning it over to Gethsemane Youth Group this year to raise money for their mission trip. More shirts will be ordered for purchase.

- c. **Special City Council Meeting - Library May 13, 2025 - Mayor Lalone**

**Minutes:**

Mayor Lalone reported the meeting was in regard to the Library Grant details. Mitch Lease, City Engineer reported the State Dept of Education approved the grant being used at another city owned building. Friends of the Library and representatives from Again and Again were present at the meeting to ask questions and voice their concerns. The letter to the Legislature that the city was intending to proceed is due May 19th so that was decided at that meeting. The option of moving the library project to the south side of the liquor store building was discussed, along with another property that will be discussed later in the closed session.

- d. **Dassel Cokato Trail Meeting May 14, 2025 - Landrus**

**Minutes:**

Council member Landrus reported the DC Trail received the Active Transportation grant to cover the reconstruction costs of the trail. This does not include any engineering costs. The

Committee received a bid from Bolton & Menk of \$80,000.00. It was voted to move forward with Bolton & Menk. The next meeting is scheduled for June 23rd, and the project will then go out for bids.

## 8. Staff Reports

### a. Museum Director

#### Minutes:

Director Holje reported upcoming programs include Super Sleuth – Education Committee. May 10, 9:15 am. Memorial Day Coffee, May 26 following service at cemetery, Kent Nerburn – speaker, Dassel Library, June 12, 6:00 pm., Airborn – June 19, 6-9 and Aug. 7, 6-9, Food, Cash Bar. \$10, Jerry Nelson Concert – June 20, 7:00 pm, \$15, Book of Mark. Isaacson Olson – Fungus Amongus, June 26-29. Donation to be given to local food shelves, Sue Davies – July 19, Art program, Crow River String Band, Aug. 16, 7:00 pm. \$10-\$15. Red Rooster Program - Aug. 30, 10 am. Galen Johnson. Food. Reading of Our Town – Aug. 31, 2:00 pm. Exhibits Level 1 Sue Davies – July 19- Aug 2. Level 2 Berkey – Star Wars artist, June and July or Level 4 What's in a Name? Dassel, Minnesota 55325. -- Aug. 16-Sept. 14 Lydia Henry – Manhole Cover Rubbings – Sept.19 -Oct. 19. Level 3 Kurt Meyer – Sept. 13 – Oct. 25

There will also be a retired professor coming to learn more about Ergot from staff. Holje also told council about a project they are working on with Dahlman to plant seed corn throughout Dassel and anywhere people would like to celebrate Dassel's history in seed corn. Packets of corn are available for pickup at the history center.

### b. Liquor Store Manager

#### Minutes:

Manager Moy reported the sales for the month of April were \$90,944.43 which is up from the prior year. The inspection report from the Office of Cannabis Management came back with no issues. We had an employee turn in her resignation and are looking to advertise for the open position. Staff has been working on rearranging displays with the new seasonal products coming in.

### c. Fire Chief

#### Minutes:

Chief Johnson reported 31 calls for the month of April 11 being within the city limits of Dassel. The French Toast Breakfast was this past weekend, and the department made \$2,500.00. The attendance appeared to be lower than prior years.

### d. Public Works Director

#### Minutes:

Not in attendance

### e. City Engineer

### f. City Administrator

#### Minutes:

Eckerly reported she filed the Housing grant application. Sarah Swedburg reported the

grant cost will be much less than approved. She had a meeting with MNDOT with Chuck DeWolf and Mitchell Lease regarding the Hwy 12 project. We pleaded not to close the road but due to the concrete road slabs that need to be replaced from Dassel to Cokato the road has to be closed. It will be posted open to through traffic and Businesses are open. The project will start June 9, 2025, and completed by the first part of August 2025. She attended the following meeting: DAHS meeting, Linder Financial Open House with Tracey, Meeker in Motion, Special City Council meeting – Library, Trail meeting and Trail Grant – Kick Off meeting. She attended a Coalition webinar meeting with Explore MN and learned a lot about how the organization can help small communities in greater Minnesota. Explore MN reports to Governor Walz. She met with Wright Hennepin Security on better cameras at city hall and around the community and also fob access to City Hall. Cross training with Tracey Bergum, City Clerk – Treasurer on payroll processing. She spent time with Mr. Zimmerman regarding cutting brush as a volunteer at the stormwater pond and the city’s coverage. She researched past housing developments for a future project. Tracey Bergum, Kyle Moy and she met Jena Levandowski at the Mushroom building to improve the landscape and at city hall. She graduated from Meeker in Motion on May 8, 2025. Food Trucks – The Mexican Grill truck will be in the city’s parking lot on Mondays and Tuesday from 11:00 am – 2:00 pm (lunch) and from 4:00 pm – 7:00 pm (dinner). The Squeaky Cow will be in the Industrial Park in front of Cretex Medical on May 6th from 11:00 am – 2:00 pm on the 1st & 3rd Tuesday of the month until Sept. Eckerly asked council if they would like dates on the next agenda for a Strategic Planning Session and also if they would like to take any further action after the Safebuilt presentation.

Eckerly asked council for approval to work with David Anderson with Kennedy and Graven Law firm, who specializes in land law to help with the property in Highland Circle. Eckerly believes it would be beneficial to the city to consult with someone who works with land law specifically.

Motion by Landrus, seconded by Suchy to use David T Anderson at Kennedy and Graven for the property at Highland Circle. Motion carried.

**g. City Attorney**

**Minutes:**

Not in attendance

**h. Sheriff’s Department**

**Minutes:**

Deputy Kelly reported no burglaries, 2 thefts and 44 traffic stops for the month of April.

**9. Business Items**

**a. Disconnection of Water Service Due to Delinquent Account**

**Minutes:**

Motion by Landrus, seconded by Suchy to shut off water service due to delinquent account (non-payment) at 610 Parker Ave E (past due amount \$708.22; full amount due \$826.59). Last receipt of payment June 11, 2024. Motion carried.

**b. Motion to repair the curb stop at 610 Parker Ave E and invoice the property owner for the amount not to be greater than \$1,000.**

**Minutes:**

Motion by Landrus, seconded by Gaertner to repair the curb stop at 610 Parker Ave E and invoice the property owner for the amount of the invoice. Motion carried.

**c. Discuss Zimmerman lease agreement regarding reimbursement for watering.**

**Minutes:**

Ray Zimmermann, 1294 Summit Cove has an irrigation system that was installed on city owned property in 2022. At that point Zimmermann requested the city sell him that parcel and it was decided that a lease agreement would be the route the city would like to go. During the first year of the irrigation system being on the city property a one time credit was issued to Zimmermann but was not part of his lease agreement. Zimmermann has requested a credit on his irrigation usage yearly since the installation of the system. City staff would like clarification since this is not addressed in the lease agreement. Motion by Suchy to issue a credit for one half the usage for one month. Suchy rescinded her motion. Motion by Thurn to issue a credit of \$400.00 for the summer. Motion died due to lack of a second. Zimmermann also addressed council about the retention pond that borders his property and the trees and brush he has been cutting down with the permission from public works. It was decided that going forward public works will be responsible for cutting down all trees and brush from around the retention ponds and will no longer allow residents to perform this work due to liability risk.

**10. Announcements / Dates to Remember**

**Minutes:**

Administrator Eckerly reported the following dates to remember MNDOT Open House – Hwy 12 Construction, Tues. May 20, 2025, at 4:00 pm- 5:30 pm, City Hall Holiday – Memorial Day, Mon. May 26, 2025, City Hall will be closed. DAHS meeting, Tues. May 27, 2025, 10:00 a.m. History Center Dassel Business Group meeting, Mon, June 2, 2025, 12:00 pm at City Hall Dept Head meeting, Tues. June 10, 2025, 7:00 am at City Hall City Council Meeting, Mon., June 16, 2025, at 6:00 p.m. City Hall Red Rooster Committee meeting, Tues. June 17, 2025, at 6:00 pm at City Hall Holiday – Juneteenth, Thurs. June 19, 2025, City Hall will be closed. DAHS meeting, Tues. June 24, 2025, 10:00 a.m. History Center

**11. Closed Session**

**Minutes:**

Motion by Gaertner, seconded by Landrus to recess the meeting at 8:18 pm. Motion carried. Motion by Gaertner, seconded by Thurn to open the closed session at 8:18 pm. Motion carried. Mayor Lalone read the following Pursuant to Minnesota Statutes Sections 13D.05, subdivision 3(c)(3) to conduct a closed city council discussion concerning the following real property (the "Property"):  
Meeker County PID 23-0103000 465 2nd Street, Dassel, Minnesota

To develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Representatives from Lessad Capital, Clint Scherping, Nick Corbin and Bill Aho were in attendance. Lessad Capital presented council with their proposal and left the meeting at 8:55 pm.

Motion by Gaertner, seconded by Landrus to adjourn the Closed session at 9:20 pm. Motion carried

Motion by Landrus, seconded by Gaertner to reopen the Regular meeting at 9:23 pm. Motion carried.

Motion by Landrus, seconded by Gaertner to approve Bolton & Menk to investigate the options that were discussed. Motion carried.

## 12. Adjourn

**Minutes:**

Motion by Landrus, seconded by Thurn to adjourn at 9:25 pm. Motion carried.

**ATTEST:**

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Bob Lalone, Mayor

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Tracey Bergum, Clerk/Treasurer

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Contact: Renee Eckerly (renee.eckerly@dassel.com 320-275-2454) | Minutes published on 06/11/2025 at 3:54 PM

# Dassel, MN

## Special City Council Meeting

### Minutes

Monday, June 9, 2025 at 6:30 pm

#### 1. Call to Order

##### a. Roll Call

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

#### 2. Business Items

##### a. **UPDATED: Motion to approve Resolution 2025-016 of Application to the MHFA Greater Minnesota Housing Public Infrastructure Grant**

###### **Minutes:**

Administrator Eckerly and Sarah Swedberg, City Planner (Bolton & Menk) reported that the \$3,600 City Council approved for the Housing grant previously was only partially utilized. The remain funds were used to apply for the infrastructure grant which would be water, sewer, and stormwater for the Cherry Circle project. Eckerly reported that she discussed with the Developer that any remaining costs for the infrastructure would be assessed to the land being developed. Motion by Landrus, seconded by Thurn to approve Resolution 2025-016 of Application to the MHFA Greater Minnesota Housing Public Infrastructure Grant. Motion carried.

##### b. **UPDATED: Discuss purchase 2015 Ford F-250 Super Duty for public works**

###### **Minutes:**

This vehicle would be paid for from Public Works Capital Improvement, Water Capital Improvement and Sewer Capital Improvement. There are vehicles that public works department would be willing to sell to replace with this vehicle.

UPDATED: The City was high bid at \$18,200. for the 2015 Ford F-250 Super Duty truck. I have attached updated pictures and information on the vehicle. The expense can be divided between Fund 504 Public Works Capital Outlay current balance \$190,560.81, Fund 561 Water Capital Outlay current balance \$119,792.43, Fund 562 Sewer Capital Outlay current balance \$205,260.56 since the truck will be utilized in these departments. Motion to purchase 2015 Ford F-250 Super Duty from MN Surplus Services for \$18,200. utilizing fund from Fund 504 Public Works Capital Outlay \$6,068, Fund 561 Water Capital Outlay \$6,066 and Fund 562 Sewer Capital Outlay \$6,066. and to split tax/licensing and transfer fees.

Motion by Gaertner, seconded by Thurn to purchase 2015 Ford F-250 Super Duty from MN Surplus Services for \$18,200. utilizing fund from Fund 504 Public Works Capital Outlay \$6,068, Fund 561 Water Capital Outlay \$6,066 and Fund 562 Sewer Capital Outlay \$6,066. and to split tax/licensing and transfer fees.

#### 3. Adjourn

###### **Minutes:**

Motion by Landrus, seconded Gaertner to adjourn the meeting at 7:04 pm. Motion carried.



## Dassel Area Historical Society

Board of Trustee's Meeting

April 22, 2025 10am

### In attendance:

Executive Board: Ron Hungerford, Paul Settergren, Jon Benson, Rae Gayner

Board of Trustees –

Voting members: Susan Anderson, Galen Nyman, Mechele Pitchford, Terri Boese, Sherrie Bjork, Bob Wilde, Renee Eckerly

Non-Voting attendees: Carolyn Holje, Therese O'Fallon, Janis Rannow, Dianne Johnson

The monthly meeting of the DAHS was called to order by Ron Hungerford at 10:00am

**Secretary's meeting minutes (March)** presented by Rae.

Rae asked about the statement made by Mary in last months meeting about the 3 types of museum visitors. After much discussion by the trustees, it was determined that they are: cruisers, grazers and readers. Rae will update last months meeting minutes.

Minutes were approved with a motion from Jon and a second from Terri. Motion passed.

**Treasurer/Financial report (EOM March)** given by Jon.

- Income \$1,448.29 and expenses \$6,336.08.
  - Larger expenses were Greater MN Communications and Lakeside Painters
- Treasurer Report for income/expenses and other:
  - Checking account: \$48,633.49 Edward Jones: \$81,924.95
  - Total non-dedicated funds \$130,558.44

Treasure Report approved after motion made to accept by Terri with a second by Galen. Motion passed.

**Director's Report:** Carolyn presented the Director's Report

- Ergot Exhibit – Nothing new to add today
- Some projects that are currently being looked at or worked on are:
  - Therese and Janis are working on a Hatchery exhibit
  - A Post Office exhibit

### Upcoming/Future Programs/Concerts, Events, Exhibits:

#### Programs/Scheduled Exhibits/Concerts:

- Abigail Johnson, Isaac Meza, JaneAnn Settergren – April 27
- Super Sleuth – May 10
- Kent Nerburn – June 12
- Airborn – June 19
- Jerry Nelson – June 20
- Fungus – Book Of Mark (Isaac Olson) June 26-29
- Airborn – Aug 7
- Crow River String Band – Aug 16
- "What's In A Name" – Aug 16 – Sept 14
- Galen Johnson will be the Red Rooster speaker – Aug 30
- Reading of Our Town – possibly Aug 31
- Lydia Henry / Manhole Cover Rubbings – Sept 19
- Kurt Meyer Sept 13 – Oct 25

#### Exhibits:

- Jim Stewarts buildings are currently set up on the big table in the office. He built them based on his memory and driving around Meeker County.
- Hildred exhibit remains on 4<sup>th</sup> floor
- Kermit Swanson exhibit is on 2<sup>nd</sup> floor – Items from the Fagen Museum in Granite Falls
- "What's in a name – Dassel" is currently on 2<sup>nd</sup> floor
- Magnus Johnson and Peterson Pharmacy continue

#### Future Exhibits:

- Printing exhibit.
- Dakota Uprising tour
- Old Christmas decorations

**MISC Of Interest –**

- Cole O’Brien is interested in a QR Code program for historical sites in Dassel

**Ongoing Scheduled activities –**

- Mondays 10am – 3pm Playing Mahjong
- Tuesdays - 1:00 Card club

On the Last Tuesday of the month there is music and line dancing (all are welcome).

- Wednesdays 1 – 4pm Senior Citizens, games and coffee
- Thursdays – 9am and 6pm Country Western Line Dancing

Fellowship gathering in the afternoon; discussions about local area history

- Carolyn distributed a handout about corn growers in the area over the years. Today, Daryl Dahlman will be bringing in seeds to distribute to those that would like to join in the fun of planting a corn plant in their yard or garden. Robert Dahlman will be planning corn in various planters around the city and he will maintain them. Mechele noted that this is a wonderful tradition to start on Earth Day and maybe would could tie it to that annually. Mechele made a motion to do so, it was seconded by Galen; discussion and motion passed.

From 1884 – 1939, there were 26 seed corn companies in the Dassel area. After that, 20 remained that went into the hybrid business. As of this date, only one company remains, Dahlman Seeds.

Fun rhyme regarding seeds – “One for the blackbird, one for the crow, one for the cutworm and one to grow.”

-Mechele shared what will be encompassed in the Super Sleuth event – It is multi generational and will have three stations – Then and Now, A Picture Says a 1,000 Words and a scavenger hunt. The event will be 1-2 hours in length and attendees will get a magnifying glass and flashlight. At the end of the event, there will be a tour of the DAHS archiving area.

-Mechele shared a concern about publicity, especially now that the grocery store has closed. Carolyn noted that Janis takes care of the DAHS media needs. In further discussion, it was noted that there is a “board” at Caseys but it’s behind the donuts, not very visible. Renee also noted that it’s more and more difficult to reach people as they’re not very observant to their surroundings, especially while they’re on their phones.

**City News – Presented by Renee**

- Meeting with MDOT on May 20<sup>th</sup> to inform the public about future construction. Thought they’d be starting with sidewalks in town. The road east of Dassel to Cokato will also be under construction.
- The city has applied for a grant for the library expansion and has been approved for \$187K. There are a number of strings that go along with the approval and it would come in the form of a reimbursement after the work is completed. With the current status of the MN budget, there is fear that the city may do the work and never get reimbursed. They have a meeting on May 13<sup>th</sup> to discuss as they need to respond to the state by May 19<sup>th</sup> if they want to accept the grant. Also, because the library may want to expand, the engineers have a meeting scheduled with the state to see if the grant may still be applied if the city choses to move the library to another building, possibly the space by the liquor store.
- The city has hired 2 seasonal public works staff.
- The council has approved a new city festival – Dassel Fall Frolic Craft and Flea Market Festival. It will be held Sunday, September 21, 11-3pm. Booths are \$35. There will be a singer, petting zoo and food trucks. Thirsty’s has been granted permission to sell beer outdoors and people can wander with beer in the designated area.
- There will be misc food trucks over the summer within the city – Mexican Grill, Squeaky Cow, etc.
- The Red Rooster building has been sold but the council doesn’t know who the new owners are.
- Linder Financial is going into the Wells Fargo building

**FungusAmongus: presented by Jon**

- Isaac Olson and Zack Nelson will be performing “The Book of Mark” as the summer show. No tickets, free will offering only.
- Childrens summer theater will be holding rehearsals at DAHS in July.
- Fungus received their money back for the deposit they had to pay up front for Annie. They are not able to get it for next year because of the traveling Broadway performances.

**Old Business:**

- Newspaper archiving – No updates
- Ergot – Covered in Director’s Report
- Little Theatre room:
  - Nothing further on this topic. Carolyn said that the DAHS has many videos they would like to show. She said she’s spoken with the MN History Center and they said they love videos and they’re important to museums. When Rae asked about a business need for videos, Carolyn said it was a work in progress.

**New Business:**

- After last months meeting, while getting a space tour, many talked about some of the exhibits that the Ergot exhibit draft noted may move out – Peterson Exhibit, Magnus Johnson and the Hildred Olson Exhibit. When asked to discuss further, we were told that it’s being discussed.
- Carolyn asked Renee about someone to mow as Alan is no longer going to be doing that. Renee said to contact Kyle at the city.

**Terri made the motion to adjourn the meeting, Jon seconded; discussion and approved at 10:56.**

**Next Meeting – Tuesday, May 27th, at 10am**

Section

**CHAPTER 32: BOARDS AND COMMISSIONS**

*Planning Commission*

- 32.1 Establishment of Commission
- 32.2 Composition
- 32.3 Organization, meetings and the like
- 32.4 Powers and duties of the Commission

*Park and Recreation Advisory Commission*

- 32.30 Purpose
- 32.31 Composition
- 32.32 Organization, meetings and the like
- 32.33 Powers and duties of the Commission

*Red Rooster Day Festival Committee*

- 32.45 Composition
- 32.46 Organization, meetings and the like
- 32.47 Duties of Committee

**PLANNING COMMISSION**

**§ 32.01 ESTABLISHMENT OF COMMISSION.**

A City Planning Commission for the City of Dassel is established. The Commission shall be the city planning agency.

(74 Code, Chapter 3.04, § 1)

2005 S-1

**§ 32.02 COMPOSITION.**

(A) The Planning Commission shall consist of five members appointed by the City Council. At least one, but not more than two, shall be a current member of the City Council. All members of the Planning Commission must be residents of the City of Dassel.

( ) Appointees shall hold their offices until their successors are appointed and qualified. Vacancies during the term shall be filled by the Council for the unexpired portion of the term. Every appointed member shall before entering upon the discharge of his or her duties take an oath that he or she will faithfully discharge the duties of his or her office.

(B) Appointment of Planning Commission members shall be for a term of two calendar years, except the appointment of a City Council member to the Planning Commission shall be for a term of one calendar year. Removal of any Planning Commission member during the member's term shall require a four-fifths vote of the City Council.

(C) Appointed members shall be compensated a lump sum annually in lieu of mileage and expenses as determined by Council resolution.

('74 Code, Chapter 3.04, § 2) (Am. Ord. 3.04, passed 5-20-75; Am. Ord. 3.041, passed 12-1-75; Am. Ord. 01-2004, passed 2-2-04) (Amended 32.02, passed April 17, 2023)

**§ 32.03 ORGANIZATION, MEETINGS AND THE LIKE.**

(A) The Commission shall elect a Chairperson from among its appointed members for a term of one year; and the Commission may create and fill such other offices as it may determine. The City Administrator-Clerk-Treasurer shall act as Secretary of the Planning Commission.

(B) The Commission shall hold at least one regular meeting each month, Unless the Chairperson determines that there are no matters for the Commission to consider or address. It shall adopt rules for the transaction of business and shall keep a record of its resolutions, transactions and findings, which record shall be a public record. On or before April 1 of each year the Commission shall submit to the City Council a report of its work during the preceding year. Expenditures of the Commission shall be within amounts appropriated for the purpose by the City Council.

('74 Code, Chapter 3.04, § 3) (Amended 32.03, passed April 17, 2023)

**§ 32.04 POWERS AND DUTIES OF THE COMMISSION.**

The Planning Commission shall be the planning agency and shall have the powers and duties given such agencies generally by M.S. §§ 463.351 to 462.365, as they may be amended from time to time. It shall also exercise the duties conferred upon it by this subchapter.

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

**June 2025**

It is more than history at the History Center. Programming, music, theatre and art bring visitors to Dassel and the History Center. It is a partnership between DAHS and City

Landscaping will be doing the spring and fall work around building  
Looking at some other areas of landscaping concerns

Working on evaluation of the spaces in the History Center for exhibits. Enhancing the ergot exhibit

Presentation about ergot in Portugal.

**Programs, Music, Theatre  
Scheduled**

**Airborn – June 19, 6-9. Food, Cash Bar. \$10**

**Jerry Nelson Concert – June 20, 7:00 pm, \$15**

**Book of Mark. Isaacson Olson – Fungus Amongus, June 26-29. Donation- to be given to  
local food shelves**

**Sue Davies – July 19, Art program. No Charge**

**Airborn – Aug. 7, 6-9, Food and Cash Bar. Cost \$10.**

**Crow River String Band, Aug. 16, 7:00 pm. \$15**

**Red Rooster Program - Aug. 30, 10 am. Galen Johnson. Food. No Charge**

**Reading of *Our Town* – Aug. 31, 2:00 pm. No Charge  
Also Exhibit “Our Town”**

**Kurt Meyer – Sept 7, 2:00 pm. No Charge  
Tea, Saki, Poetry –**

**Lydia Henry – Manhole Cover Rubbings – Sept. 21. 2:00 No Charge**

## **Exhibits – Temporary**

We work to have changing exhibits to bring new information so that visitors will come often.

### **Scheduled**

#### **Level 1**

**Sue Davies** – July 19- Aug 2.

Art exhibit. Program and workshop – July 19

#### **Level 2**

**Berkey – Star Wars artist**, June -July 20

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

**Lydia Henry – Manhole Cover Rubbings** – Sept.20 -Oct. 19.

#### **Level 3**

**Kurt Meyer** – Sept. 7 – Oct. 25, level 3. Program

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

Liquor Store											
2025	Gross Sales	Cost of Good Sold	Gross Profit	Gross Profit %	Growth %	2024	2023	2022	2021	2020	2019
Jan	\$ 79,068.15	\$ 57,285.85	\$ 21,782.30	28%	0%	\$ 78,902.39	\$ 83,519.07	\$ 86,497.18	\$ 103,006.56	\$ 84,851.41	\$ 83,468.67
Feb	\$ 74,933.06	\$ 53,787.42	\$ 21,145.64	28%	-5%	\$ 79,114.27	\$ 88,229.64	\$ 88,822.30	\$ 93,595.13	\$ 84,679.83	\$ 77,335.16
Mar	\$ 83,986.37	\$ 60,276.87	\$ 23,709.50	28%	-6%	\$ 89,400.77	\$ 96,207.42	\$ 94,419.40	\$ 105,366.78	\$ 125,469.96	\$ 93,680.21
Apr	\$ 90,944.43	\$ 65,505.31	\$ 25,439.12	28%	1%	\$ 89,932.83	\$ 101,729.09	\$ 101,990.20	\$ 111,477.81	\$ 135,457.28	\$ 95,525.43
May	\$112,153.13	\$ 80,822.59	\$ 31,330.54	28%	-11%	\$ 125,343.99	\$ 133,711.11	\$ 125,300.13	\$ 137,816.79	\$ 166,196.43	\$ 119,647.00
Jun			\$ -	#DIV/0!	-100%	\$ 112,939.87	\$ 146,918.07	\$ 143,156.80	\$ 142,970.10	\$ 152,792.72	\$ 124,815.85
Jul			\$ -	#DIV/0!	-100%	\$ 125,446.41	\$ 135,529.73	\$ 148,990.37	\$ 157,498.35	\$ 170,289.30	\$ 134,229.90
Aug			\$ -	#DIV/0!	-100%	\$ 114,273.28	\$ 121,073.47	\$ 121,411.40	\$ 126,696.75	\$ 146,544.48	\$ 133,046.50
Sep			\$ -	#DIV/0!	-100%	\$ 86,769.92	\$ 117,082.11	\$ 125,522.69	\$ 118,904.19	\$ 126,685.79	\$ 97,976.90
Oct			\$ -	#DIV/0!	-100%	\$ 89,274.25	\$ 98,507.27	\$ 106,315.17	\$ 114,317.15	\$ 122,201.79	\$ 96,634.58
Nov			\$ -	#DIV/0!	-100%	\$ 91,941.22	\$ 100,091.46	\$ 104,464.97	\$ 105,407.93	\$ 117,977.05	\$ 97,387.40
Dec			\$ -	#DIV/0!	-100%	\$ 105,066.39	\$ 113,228.84	\$ 117,422.03	\$ 122,868.03	\$ 139,890.73	\$ 111,026.33
YTD	\$441,085.14	\$ 317,678.04	\$123,407.10	28%	100%	\$1,188,405.59	\$ 1,335,827.28	\$ 1,364,312.64	\$1,439,925.57	\$ 1,573,036.77	\$1,264,773.93
Annual % Growth							-2%	-6%	-8%	24%	5%
Doing cycle counts on inventory											
Organizing the inventory room so we are ready for the summer season											
We did receive a couple applications for the open positions looking into those still											
Please contact me with any question and concerns											
Thank you											
Heather Moy											

# City of Dassel Calls for May 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): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
3009 - Person Down	1	4.35%				
321 - EMS call, excluding vehicle accident with injury	21	91.30%				
341 - Search for person on land	1	4.35%				
	<b>Total: 23</b>	<b>Total: 100.00%</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>	<b>Total: 0.00</b>			

# Total Calls for May 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	2	5.26%				
138 - Off-road vehicle or heavy equipment fire	1	2.63%	11,000.00	1.00	11,001.00	100.00%
	<b>Total: 3</b>	<b>Total: 7.89%</b>	<b>Total: 11,000.00</b>	<b>Total: 1.00</b>	<b>Total: 11,001.00</b>	<b>Total: 100.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
3009 - Person Down	1	2.63%				
311 - Medical assist, assist EMS crew	1	2.63%				
321 - EMS call, excluding vehicle accident with injury	30	78.95%				
341 - Search for person on land	1	2.63%				
	<b>Total: 33</b>	<b>Total: 86.84%</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>						
622 - No incident found on arrival at dispatch address	1	2.63%				
	<b>Total: 1</b>	<b>Total: 2.63%</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): 7 - False Alarm &amp; False Call</b>						
733 - Smoke detector activation due to malfunction	1	2.63%				
	<b>Total: 1</b>	<b>Total: 2.63%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
	<b>Total: 38</b>	<b>Total: 100.00%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>

# Public Works Director Report

## May and June

### Street Department:

- We have been street sweeping as needed and weather allows.
- We have been out pot hole patching as weather allows.
- We have been doing some sight triangle tree trimming also.
- We have been out spraying weeds along sidewalks and properties.

### Water Dept.

- We had Servine Plumbing out to inspect our RPZ. The one at the water plant is needing replacement. The estimate was \$2,000 to replace it. It is a needed for compliance and had them go ahead. These get tested annually.
- We have been busy doing one calls and locates for MNDOT project.

### Sewer Dept.

- We had Flow Measure out doing bi-annual flow meter certifications.
- We had Team lab out doing sonar on the sludge levels of the ponds. Still waiting on the results. With these results we can see levels and also try to treat without having to dredge the ponds.
- We have had some electrical issues at the 5<sup>th</sup> St Lift. We had quality flow out and they believe we had some type of power surge or may have had a lighting strike. They got it repaired and we plan to turn into insurance once we receive the correct parts.
- The 5<sup>th</sup> St Lift also needs to have one of the lift pumps replaced. Attached is a quote to have it replaced with a new pump or rebuilt. I would recommend new because the warranty and the current one is 15-20 years old.
- We have been working on residing the Main Lift building. Nolan has completed the soffit and is currently siding it. After the Main is finished we will be moving on to 5<sup>th</sup> St Lift.
- We have been spraying as much as possible with the weather we have been having. If the weather gets nicer soon we will be running later into days to try and get caught back up.

### Equipment

- We have been doing our regular maintenance on equipment.
- We did have to replace the gas pole saw do to some issues it was having. I decided do to age and cost to repair it that it was time to replace it.

## **Personnel**

- Jack and Dale have been working out great. Both are picking things up quickly and are a valued addition.
- Continuing to utilize part-time employees based on weather.

## **Parks**

- We have completed Sellards Restroom. It is open and looking nice.
- We hauled in mulch for Sellards playground. For the time being Sellards park is complete for the year.
- Moved in dirt to Summit Parks to level and finish dirt work when weather allows.

## **Building/Property**

- We are in process of repairing the railing at City Hall. We had new feet made for the existing railing. We have all the parts just waiting on the weather to cooperate.
- We have also been doing some painting at City Hall on the entrances.
- I have been talking with a lot of the residents surrounding the retention pond by Sunrise Circle. With this I have gathered a large group of them DO NOT want the trees removed. Going forward I believe it would be best to work with each owner separately.
- We have been working with Jen Levendowski on cleaning up the mushroom building and doing some overdue maintenance.
- We had Nordbergs Repair water lines at ball park and city shop.

## **City Administrator June 2025 Report**

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

1. Coalition of Greater MN Cities – Summer Conference, July 23 – 25, 2025 Bemidji

### **Other Items**

1. The Housing Infrastructure grant application was filed.
2. I had a meeting with 35 Blue Properties and Sarah Swedburg and Mitchell Lease regarding the need for a Planned Unit Development amendment for Highland Circle. Sarah Swedburg and I had a meeting with Dave T Anderson, Kennedy & Graven for about 30 minutes to confirm the city's position. The Public Hearing and Planning Commission meeting for the application for a Planned Unit Development amendment for Highland Circle is scheduled for July 7, 2025.
3. I attended the following meeting: Building Official and Sarah Swedburg on lot line adjustment issue, League of MN Cities – Legislative Session update, Interviews at Liquor Store, Municipal Impact website demo, Planning Commission meeting, Department Head meeting, and Special City Council meeting – Grant/Truck purchase.
4. City staff has been taking a lot of calls regarding the Hwy 12 project. The unofficial detour of County Road 4 (7<sup>th</sup> St S) and 6 (3<sup>rd</sup> St S) has caused an increase in speeding and jake braking in the area of these County roads. Deputies have increased patrols in these areas also. The speed limit on these roads in city limits is 30 mhp.
5. Food Trucks – The Mexican Grill truck will not be coming to Dassel until the Hwy 12 project is complete in August.

### **Questions:**

1. **Any further action after the Safebuilt presentation.**



# 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 June 2, 2025

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
<b>911 Mis Dial Total: 1</b>					
05/05/25 21:08:29	CFS25005812		125JK	911 Mis Dial	Clear
<b>Alarm Total: 1</b>					
05/16/25 08:32:04	CFS25006392		128SB	Alarm	False Alarm
<b>Animal - Dog Total: 4</b>					
05/13/25 18:12:28	CFS25006278		118JO	Animal - Dog	Gone On Arrival (GOA)/Unable to Locate (UTL)
05/23/25 09:53:23	CFS25006716		117JI	Animal - Dog	Handled By Officer / Deputy
05/23/25 18:03:19	CFS25006746		128SB	Animal - Dog	Assisted
05/27/25 18:16:55	CFS25006931		125JK	Animal - Dog	Clear
<b>Assault Total: 1</b>					
05/15/25 04:24:10	CFS25006347		MAYO1, 117JI, DFR1, 307CT	Assault	Report Taken
<b>Civil Total: 3</b>					
05/06/25 10:08:46	CFS25005825		128SB	Civil	Assisted
05/08/25 13:15:30	CFS25005942		110TB	Civil	Handled By Officer / Deputy
05/13/25 18:28:41	CFS25006279		118JO	Civil	Clear
<b>Criminal Damage to Property Total: 1</b>					
05/05/25 15:26:31	CFS25005790		125JK	Criminal Damage to Property	Report Taken
<b>Domestic Total: 3</b>					
05/05/25 01:58:00	CFS25005763		105IC	Domestic	Report Taken
05/12/25 17:02:54	CFS25006207		128SB	Domestic	Report Taken
05/12/25 18:24:19	CFS25006211		128SB	Domestic	Report Taken
<b>DUI Total: 1</b>					
05/09/25 20:02:20	CFS25006011		128SB	DUI	Arrest
<b>Emotionally Disturbed Person Total: 1</b>					
05/06/25 16:24:10	CFS25005850		105IC	Emotionally Disturbed Person	Clear
<b>Escort Total: 1</b>					
05/13/25 09:10:53	CFS25006244		125JK	Escort	Handled By Officer / Deputy

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
<b>Fraud Total: 1</b>					
05/14/25 14:01:28	CFS25006320		125JK	Fraud	Report Taken
<b>Harassment Total: 3</b>					
05/01/25 10:20:22	CFS25005563		122EA	Harassment	Clear
05/12/25 11:51:37	CFS25006169		125JK	Harassment	Clear
05/28/25 15:24:50	CFS25006966		125JK	Harassment	Clear
<b>HRO Violation Total: 1</b>					
05/24/25 14:43:07	CFS25006785		122EA	HRO Violation	Report Taken
<b>Intoxicated Total: 1</b>					
05/03/25 18:59:36	CFS25005678		105IC	Intoxicated	Report Taken
<b>Medical Total: 3</b>					
05/06/25 12:28:56	CFS25005831		128SB, MAYO1	Medical	EMS Transport
05/14/25 07:19:57	CFS25006296		MAYO1, 125JK, DFR1	Medical	EMS Transport
05/21/25 16:24:59	CFS25006650		806RC	Medical	Assisted
<b>Missing Person Total: 1</b>					
05/08/25 19:06:26	CFS25005966		105IC, DFR1	Missing Person	Report Taken
<b>Motorist Assist Total: 1</b>					
05/07/25 14:41:26	CFS25005897		125JK	Motorist Assist	Clear
<b>Motor Vehicle Accident Total: 1</b>					
05/08/25 17:30:41	CFS25005957		125JK	Motor Vehicle Accident	Report Taken
<b>Noise Total: 2</b>					
05/04/25 00:19:15	CFS25005699		120ND	Noise	Gone On Arrival (GOA)/Unable to Locate (UTL)
05/18/25 01:02:24	CFS25006488		125JK	Noise	Clear
<b>Parking Total: 4</b>					
05/01/25 22:41:56	CFS25005581		128SB	Parking	Citation Issued
05/29/25 11:14:32	CFS25007002		128SB	Parking	Citation Issued
05/30/25 08:38:35	CFS25007045		128SB	Parking	Assisted
05/30/25 16:36:46	CFS25007074		125JK	Parking	Warning
<b>Public Assist Total: 8</b>					
05/05/25 12:07:06	CFS25005780		128SB	Public Assist	Assisted
05/06/25 22:35:26	CFS25005870		116BS	Public Assist	Arrest
05/09/25 11:32:15	CFS25005997		122EA	Public Assist	Clear
05/14/25 09:40:20	CFS25006303		125JK	Public Assist	Clear
05/15/25 16:28:21	CFS25006368		128SB	Public Assist	Assisted
05/20/25 19:49:46	CFS25006609		116BS	Public Assist	Clear
05/23/25 12:42:41	CFS25006727		128SB	Public Assist	Handled By Officer / Deputy
05/29/25 12:29:33	CFS25007004		128SB	Public Assist	Assisted

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
<b>Public Works / Utilities Total: 1</b>					
05/19/25 16:27:17	CFS25006551		125JK	Public Works / Utilities	Clear
<b>Suspicious Activity Total: 6</b>					
05/06/25 10:05:44	CFS25005824		128SB	Suspicious Activity	Assisted
05/13/25 22:33:48	CFS25006286		127DW	Suspicious Activity	Handled By Officer / Deputy
05/14/25 20:31:23	CFS25006334		117JI	Suspicious Activity	Handled By Officer / Deputy
05/23/25 14:18:38	CFS25006731		128SB, K430	Suspicious Activity	Report Taken
05/23/25 23:30:36	CFS25006764		128SB	Suspicious Activity	Warning
05/28/25 10:11:03	CFS25006947		128SB	Suspicious Activity	Assisted
<b>Suspicious Person Total: 2</b>					
05/22/25 13:56:51	CFS25006685		125JK	Suspicious Person	Clear
05/29/25 21:56:48	CFS25007033		116BS	Suspicious Person	Clear
<b>Suspicious Vehicle Total: 1</b>					
05/11/25 23:01:23	CFS25006142		128SB	Suspicious Vehicle	Clear
<b>Traffic Stop Total: 62</b>					
05/02/25 00:47:15	CFS25005583	PARKER AV W	117JI	Traffic Stop	Warning
05/02/25 20:44:12	CFS25005633	PARKER AV W	125JK	Traffic Stop	Warning
05/02/25 21:51:44	CFS25005636	PARKER AV W	125JK	Traffic Stop	Warning
05/02/25 22:24:54	CFS25005637	PARKER AV W	105IC	Traffic Stop	Warning
05/02/25 22:29:32	CFS25005638	PARKER AV W	125JK	Traffic Stop	Warning
05/02/25 22:37:42	CFS25005640	PARKER AV W	125JK	Traffic Stop	Warning
05/02/25 22:43:49	CFS25005641	PARKER AV W	125JK	Traffic Stop	Warning
05/03/25 18:04:12	CFS25005669	5 ST N	125JK	Traffic Stop	Warning
05/03/25 18:23:02	CFS25005672	PARKER AV E	125JK	Traffic Stop	Warning
05/03/25 18:28:07	CFS25005673	GUY ST	125JK	Traffic Stop	Warning
05/03/25 18:36:46	CFS25005674	4 ST N	125JK	Traffic Stop	Warning
05/03/25 18:55:16	CFS25005676	PARKER AV W	105IC	Traffic Stop	Warning
05/03/25 19:00:18	CFS25005679	US HWY 12	125JK	Traffic Stop	Warning
05/04/25 16:40:18	CFS25005729	PARKER AV E	125JK	Traffic Stop	Warning
05/04/25 16:54:27	CFS25005731	PARKER AV W	125JK	Traffic Stop	Warning
05/04/25 17:05:28	CFS25005732	PARKER AV W	125JK	Traffic Stop	Citation Issued
05/04/25 18:01:16	CFS25005735	MN HWY 15	125JK	Traffic Stop	Warning
05/04/25 21:53:30	CFS25005754	PARKER AV W	125JK	Traffic Stop	Warning
05/04/25 22:15:47	CFS25005756	MAPLE ST	125JK	Traffic Stop	Warning
05/05/25 17:12:49	CFS25005794	6 ST S	125JK	Traffic Stop	Warning
05/05/25 18:12:32	CFS25005798	PARKER AV W	125JK	Traffic Stop	Warning
05/05/25 18:27:13	CFS25005799	PARKER AV W	125JK	Traffic Stop	Warning
05/06/25 22:53:48	CFS25005871	PARKER AV W	116BS	Traffic Stop	Warning
05/07/25 11:53:38	CFS25005889	6 ST N	125JK	Traffic Stop	Citation Issued
05/08/25 15:28:46	CFS25005951	MN HWY 15	125JK	Traffic Stop	Citation Issued
05/10/25 22:17:35	CFS25006087	PARKER AV W	128SB	Traffic Stop	Warning
05/11/25 01:48:06	CFS25006108	PARKER AV E	117JI	Traffic Stop	Warning

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
05/11/25 16:18:29	CFS25006124	US HWY 12	128SB	Traffic Stop	Gone On Arrival (GOA)/Unable to Locate (UTL)
05/11/25 20:59:41	CFS25006138	PARKER AV W	128SB	Traffic Stop	Citation Issued
05/12/25 07:11:37	CFS25006153	PARKER AV W	125JK	Traffic Stop	Warning
05/12/25 08:14:57	CFS25006155	PARKER AV W	125JK	Traffic Stop	Warning
05/12/25 10:05:51	CFS25006165	2 ST N	125JK	Traffic Stop	Warning
05/12/25 12:38:19	CFS25006171	PARKER AV E	125JK	Traffic Stop	Warning
05/12/25 13:50:09	CFS25006188	1 ST N	125JK	Traffic Stop	Warning
05/12/25 15:36:00	CFS25006197	WILLIAM AV E	128SB	Traffic Stop	Warning
05/13/25 07:58:37	CFS25006232	PARKER AV E	125JK	Traffic Stop	Warning
05/15/25 14:09:22	CFS25006359	PARKER AV E	128SB	Traffic Stop	Warning
05/16/25 10:12:22	CFS25006400	PARKER AV E	128SB	Traffic Stop	Warning
05/16/25 19:24:39	CFS25006426	PARKER AV E	125JK	Traffic Stop	Citation Issued
05/16/25 21:39:13	CFS25006432	PARKER AV W	125JK	Traffic Stop	Warning
05/17/25 01:04:37	CFS25006443	PARKER AV W	125JK	Traffic Stop	Warning
05/17/25 16:32:23	CFS25006458	PARKER AV W	125JK	Traffic Stop	Citation Issued
05/17/25 17:34:36	CFS25006464	SIMON AV W	125JK	Traffic Stop	Warning
05/17/25 20:21:57	CFS25006475	PARKER AV E	125JK	Traffic Stop	Citation Issued
05/17/25 22:48:41	CFS25006480	PARKER AV W	125JK	Traffic Stop	Citation Issued
05/18/25 14:20:51	CFS25006503	PARKER AV W	125JK	Traffic Stop	Warning
05/18/25 19:38:34	CFS25006518	PARKER AV W	125JK	Traffic Stop	Warning
05/18/25 21:11:20	CFS25006525	PARKER AV W	125JK	Traffic Stop	Warning
05/19/25 23:57:01	CFS25006567	MAPLE ST	117JI	Traffic Stop	Warning
05/24/25 20:00:07	CFS25006800	ATLANTIC AV E	128SB	Traffic Stop	Warning
05/24/25 23:47:08	CFS25006810	US HWY 12	128SB	Traffic Stop	Citation Issued
05/25/25 00:55:45	CFS25006814	SIMON AV W	116BS	Traffic Stop	Warning
05/26/25 23:26:50	CFS25006900	PARKER AV W	128SB	Traffic Stop	Clear
05/27/25 17:41:28	CFS25006929	4 ST N	125JK	Traffic Stop	Citation Issued
05/28/25 12:48:34	CFS25006957	3 ST N	128SB	Traffic Stop	Warning
05/28/25 18:54:03	CFS25006977	US HWY 12	125JK	Traffic Stop	Warning
05/28/25 19:00:56	CFS25006978	5 ST N	125JK	Traffic Stop	Warning
05/28/25 19:42:20	CFS25006979	PARKER AV W	125JK	Traffic Stop	Warning
05/30/25 19:35:55	CFS25007082	5 ST N	125JK	Traffic Stop	Warning
05/31/25 01:23:09	CFS25007116	PACIFIC AV W	125JK	Traffic Stop	Warning
05/31/25 21:09:57	CFS25007147	SIMON AV W	125JK	Traffic Stop	Warning
05/31/25 21:19:06	CFS25007148	3 ST S	125JK	Traffic Stop	Warning

**Vehicle Lock Out Total: 2**

05/10/25 14:58:39	CFS25006058		116BS	Vehicle Lock Out	Report Taken
05/13/25 12:09:50	CFS25006265		118JO	Vehicle Lock Out	Clear

**Welfare Check Total: 5**

05/08/25 20:41:37	CFS25005969		105IC	Welfare Check	Clear
05/09/25 10:42:37	CFS25005992		122EA	Welfare Check	Handled By Officer / Deputy
05/15/25 22:22:45	CFS25006378		117JI	Welfare Check	Handled By Officer / Deputy
05/16/25 11:46:26	CFS25006406		128SB	Welfare Check	Assisted

<b>CFS Date/Time</b>	<b>CFS #</b>	<b>Street Name</b>	<b>Deputy</b>	<b>Call/Complaint</b>	<b>Disposition</b>
05/23/25 11:39:26	CFS25006724		114RM	Welfare Check	Clear

**Total Records: 122**



# A&E Outdoors LLC

PO Box 1031 | 425 Cokato St W | Cokato, Minnesota 55321  
 612-402-0944 | aeoutdoors20@gmail.com |  
 www.aeoutdoorsmn.com

**RECIPIENT:**

**Dassel Public Works**

521 1st Street  
 Dassel, Minnesota 55325

<b>Estimate #10338</b>	
Sent on	May 21, 2025
<b>Total</b>	<b>\$7,100.00</b>



**Project summary**

Remove current sod around building. Install an irrigation system, that includes spray heads for the sod around the building & pop up emitters for the plant bed circling the building. Then install new sod in this area.

Product/Service	Description	Qty.	Unit Price	Total
Irrigation Service	Install new system - controller, 4 zones, with spray heads for lawn and planter bed around building. Needs to be stubbed out of building by a plumber.	1	\$3,640.00	\$3,640.00
Sod Removal	Remove grass, and lightly grade to provide a smooth surface for new sod. Per Square Foot. Disposal Fees & Labor included.	1136	\$2.00	\$2,272.00*
Sod	Install Premium Kentucky Bluegrass Sod. Per Square Yard Delivery & Labor included.	132	\$9.00	\$1,188.00*

\* Non-taxable

**A deposit of \$3,550.00 will be required to begin.**

<b>Total</b>	<b>\$7,100.00</b>
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# A&E Outdoors LLC

PO Box 1031 | 425 Cokato St W | Cokato, Minnesota 55321  
612-402-0944 | aeoutdoors20@gmail.com |  
www.aeoutdoorsmn.com

## Images

View online [https://clienthub.getjobber.com/client\\_hubs/09703d8f-2d4a-4474-b18f-f1f98476bafe/quotes/44701739](https://clienthub.getjobber.com/client_hubs/09703d8f-2d4a-4474-b18f-f1f98476bafe/quotes/44701739)



## Reviews

**Jeff Hartung**



A&E Outdoors was great to work with and very professional. The results looked amazing, including a new retaining wall and stone stairs, new sod with improved grading, and a gravel landing below the wall. Our whole family was impressed with new look of our lakeside elevation. All transactions and communications were timely and smooth, utilizing text messaging, email, and internet, including notifications regarding meet-ups, work progress reports (with photos), and financials (quoting and billing). If responsiveness, professionalism, and resu...

**miranda hammel**



Gary was great to work with. He was patient with us for over a couple year period of coming out for an indication, the next year he came out again to get a more formalized quote for us. Having the multiple options laid out for what we wanted to achieve and explained in great detail was helpful for me, since I am a visual person. We were able to stay within a reasonable budget, and we are so happy with our retaining wall, steps and gravel patio layout. Thank you to the team that was here who got it done in just a few days! Highly recommend A&E O...

**Trudy Z**



I highly recommend A&E Outdoors. Gary was very knowledgeable, professional and easy to work with throughout the entire process of putting in a new patio and landscaping. Not only did Gary and his crew do a beautiful job, but these guys work HARD! They went above and beyond, putting in extraordinarily long hours in less than ideal conditions to get the project finished before the weather turned. I couldn't be more pleased with the results. I'm looking forward to working with A&E Outdoors for my next project.



## A&E Outdoors LLC

PO Box 1031 | 425 Cokato St W | Cokato, Minnesota 55321  
612-402-0944 | aeoutdoors20@gmail.com |  
www.aeoutdoorsmn.com

We also provide Property Maintenance services such as:

- Weekly Lawn Mowing Services
- Spring & Fall Leaf Clean ups
- Dethatch / Aerate / Overseed
- Mulching
- Shrub Trimming
- Weed & Fert Program
- Mosquito Control
- Irrigation Start-up & Blow-Out's
- Landscape Bed Weeding
- Light Tree Trimming
- Parking Lot Spraying
- SNOW REMOVAL

This estimate is valid for the next 30 days, after which values may be subject to change.

If approved, we will send our contract, and once the contract is signed, the project will be scheduled. Once scheduled, the 50% deposit is due, the final 50% is due on completion.

We will call 811 - call before you dig. \*Private lines are Homeowners responsibility\*

To be paid by cash or check, made payable to A&E Outdoors LLC, at PO Box 1031, Cokato MN 55321.

If desired to pay by card, an additional 4% will be added for processing fees.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# PROPOSAL



<https://www.dpipaving.com/>

23633 66th Ave  
St. Cloud, MN 56301  
763-421-4120

---

Proposal Submitted To

Kyle Moy  
211 3rd St. N PO Box 391  
55325  
(612) 716-0686  
publicworks@dassel.com

---

Work to be Performed At

Hwy 12 Parking Lot  
Improvements (Mushroom  
Building)  
Dassel , MN

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Company Contact

Kyle Neu  
Account Executive  
(320) 428-5670  
kyle@dpipaving.com

5/7/2025

ESTIMATE DATE: 5/7/2025

Kyle Moy



Hwy 12 Parking Lot Improvements (Mushroom Building)  
Dassel, MN

<https://www.dpipaving.com/>

## 3" Full Depth Removal (\$19,650)

### 3" Full Depth Removal

4,485 Square Feet of Full Depth Removal:

Full depth removal is the process of removing the asphalt down to the aggregate base material or to the listed depth whichever is less. Recompact the aggregate base material and installing new hot mix asphalt in one layer. Thickness is measured in the finished rolled state and measurements are an overall average.

Excludes

Gravel Base Material

Sub Base Preparation

Permits

Testing

Soil Corrections

Shouldering or Turf Restoration

Damage to Underground Utilities and Lines

## 4" Full Depth Removal (\$28,920)

### 4" Full Depth Removal

4483 Square Feet of 4" Full Depth Removal:

Full depth removal is the process of removing the asphalt down to the aggregate base material or to the listed depth whichever is less. Recompact the aggregate base material and installing new hot mix asphalt in one layer. Thickness is measured in the finished rolled state and measurements are an overall average.

**\*Note- Base course and wear course to be done in two separate mobilities**

Excludes

Gravel Base Material

Sub Base Preparation

Permits

Testing

Soil Corrections  
Shouldering or Turf Restoration  
Damage to Underground Utilities and Lines

**Terms**

**30% Down Payment**

**Net 15 Days**

**Price is good for 15 days from sent date.**

**Fuel surcharge of 1% of contract price for every \$0.25 increase at pump price over \$5.00.**

**This is a quotation on the goods named and subject to the conditions noted below:**

Diversified Paving provides a one-year warranty unless stated otherwise in the description above. Diversified Paving is released from all warranty of the asphalt installation due to cold weather paving as it is not recommended to perform asphalt paving in temperatures under 35 degrees Fahrenheit. Diversified Paving does not guarantee water drainage on any surface that is less than 1.5% slope at the time of paving as this is the industry standard. Any alterations or deviations from the specifications above which incur an extra cost will be added to the final cost of the work done. These charges will be calculated based on what is usual and customary for the rates used on similar work done by Diversified Paving. Permits are not included in the price stated above unless noted in the proposal. Some jobs may require drainage correction into grass/lawn area. This will require re-grading of that area. The owner or general contractor is responsible for all sprinkler heads and private utilities. No black dirt, seed or sod included in the above price unless otherwise stated.

The above stated price is good for 15 calendar days from the sent date. A 30% down payment is required prior to the start date. An interest charge at the rate of 1.5% per month shall be charged on any and all balances 30 calendar days past due. Payment schedule is specified and expected. A fuel surcharge of 1% of contract price for every \$0.25 increase at pump price over \$5.00 will be enforced. Diversified Paving will have the right to cease work immediately and to demand either a payment bond or an escrow of funds for the work it is to do if it has a reasonable basis to believe the owners or general contractors financial responsibility is impaired. Diversified Paving may terminate this agreement if such demand is not met within 14 calendar days. Diversified Paving may file appropriate liens or bond claims, as the case may be, to assure payment of the work completed up to date of termination. The owner or general contractor, by acceptance of this proposal, agrees to pay all cost of collections, including reasonable attorney's fees incurred, in order to recover any amounts due or to become due herein. Liens or bond claims will be filed within the periods prescribed by law if any balance due herein becomes 45 calendar days past due.

Sincerely,  
Diversified Paving

Kyle Neu  
Account Executive

Acceptance: As an authorized agent for the above, I accept this proposal for \$\_\_\_\_\_.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_.

**LandsKapings**

20784 HWY 15 North  
 Hutchinson, MN 55350  
 320-587-0151



**Estimate**

Date	Estimate #
5/13/2025	4611

Name / Address
----------------

City Of Dassel 463rd st PO Box 391 Dassel, MN Atten: Kyle Moy
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Item	Description	# of Liner ft.	Cost	Total
Tear out	Tear out Existing Sod and Disposal (City is responsible for Fixing Edging and Removing Asphalt)		400.00	400.00T
Irrigation New Ins...	16 Mister Heads (You will be charged for the exact amount of Misters or Heads that are used)	16	175.00	2,800.00T
Irrigation New Ins...	Hunter X2 Clock and Rain Sensor		700.00	700.00T
Dirt work	Spread out 3 yds of Good Black Dirt and Prep for Sod	3	85.00	255.00T
Sod	Install 1400 Sqft of Sod	1,400	1.00	1,400.00T

<b>Subtotal</b>	\$5,555.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$5,555.00

**REGULAR MEETING OF THE DASSEL CITY COUNCIL  
OCTOBER 19, 2015, 7:07 P.M. CONTINUED  
DASSEL CITY HALL**

Clerk Boese presented the volunteer survey results and informed the Council that she had been chosen to present the findings statewide via webinar on behalf of MAVVA. The webinar is 'Strategy for Cities on Successful Volunteer Engagement'. The City will also receive \$100 for her participation as a presenter.

**Motion by Nelson, seconded by Hungerford to designate the \$11,327 received from the State of MN for Small Cities Assistance to roads and streets projects completed this year including: chip sealing – Mid MN Hot Mix \$6,388; sand & gravel – Meeker County \$828.71; painting crosswalks – C & C Contracting \$3,000; and con-bit mix – Nordberg Excavating \$800. Motion carried unanimously.**



**Motion by Nelson, seconded by Asplin to authorize Director Scepaniak to post 'No truck traffic' signs on Centennial Avenue and direct Clerk Boese to contact the semi/truck trailer owners who are currently parking there. Drivers will be informed of alternate parking locations. Motion carried unanimously.**

Boese reported she had received a request to install an emergency warning siren in the Sellard's area. The residents are not able to hear the siren that is located at the Fire Hall. Boese contacted Meeker County Emergency Management staff regarding the request. It may be possible to include the installation of a siren in the proposed Hazard Mitigation Plan which is currently being reviewed by Homeland Security. If approved the city council apply for grant monies to install the siren on the water tower at TH 12 and CSAH 15.

**Motion by Nelson, seconded by Bjork to authorize Clerk Boese to work with the city attorney on complaints received on a hazardous residential building located at 421 Parker Ave. Motion carried unanimously.**

**Fire Chief**

Chief Johnson thanked Matt Daughy, who recently resigned, for his 4 years of service on the department. He also reported the department served approximately 500 people at their pork chop dinner fund raiser. The department had a total of 17 calls in the past month of which 6 were in the City of Dassel.

**Liquor Store Manager**

Liquor Store Manager Vetsch reported that the September, 2015 report showed total gross sales of \$97,853.38, which is an increase in sales of 17% from last year. Liftcon has completed raising the sidewalks in front of the liquor store.

**Museum Director**

Director Holje presented information on the upcoming events: Art Crawl, the Taste of Dassel, and Dazzled in Dassel.

**Public Works Director**

Director Scepaniak requested residents with black walnut trees to pick up the walnuts that fall into the street as they are causing issues street sweeping. He reported the following: pot holes

## CITY CLERK/TREASURER MONTHLY REPORT

1. The personnel committee met and is recommending the following:
  - A. Authorization to re-open the union contract to negotiate wages for 2016.
  - B. Reduce custodial hours for 2016 budget from 14 hours per week to 6 hours per week.
2. The results of the volunteer survey are shown below. MAVVA invited a couple of cities in the grant program to participate participating in a statewide 'Strategy for Cities on Successful Volunteer Engagement' webinar this week. This is another opportunity to showcase Dassel and all our successes.
3. The city has received \$11,327 (year to date) from the State of MN for small cities assistance. The money is to be used for road and/or street projects. The council is required to officially designate these monies for audit purposes. I recommend offsetting the chip sealing cost from Mid MN Hot mix in the amount of \$6,388; the sand and gravel from Meeker County in the amount of \$828.71; painting of crosswalks by C & C Contracting in the amount of \$3,000; and Nordberg Excavating for con-bit in the amount of \$800. For a total of \$11,016.71. Any future revenue or expenses can be designated at a later date but will need to be designated to road/street expenses.
4. Complaints have been received regarding semi-trucks/trailers being parked on Centennial Ave. I reviewed City Code 72.22 with Director Scepaniak currently Centennial Ave does not have sufficient asphalt depth to be designated for semi-truck/trailers. I recommend you authorize Director Scepaniak to install signs on Centennial Ave prohibiting truck traffic and redirecting the truck traffic to 5<sup>th</sup> St which is the current designated truck route.
5. A request was received to install an emergency warning siren in the Sellards area. The residents there are not able to hear the siren which is currently located at the fire hall. I contacted the Meeker County Emergency Management office regarding the request. The preliminary Hazard Mitigation Plan is being reviewed by Homeland Security and once it has received approval the plan will be presented to the City for adoption. At that time the city can request adding an emergency warning siren in the Sellards area prior to city approval. Then we should be able to apply for grant monies to install a siren on the city water tower at TH 12 and 15.



Kohls Tree Service, Inc.  
20037 County Road 7  
Hutchinson, MN 55350  
Email: Kohlsinc@outlook.com  
Phone: 320-583-6410

March, 3rd, 2025

City of Dassel

• .\O H O R \

211 3rd St. N

P.O. Box 391

Dassel, MN 55325

[publicworks@dassel.com](mailto:publicworks@dassel.com)

RE: Quote for Tree Trimming and Removal at various Parks in town

Breeds Park:

Several Trees to be trimmed as needed (est to be 16 Hours @ \$250/hr) approx \$4,000

Basswood SE of of Park Shelter to be removed - \$750 Tree & \$75 Stump

Basswood SE Corner of Park to be removed - \$1000 Tree & \$50 Stump

2 Basswoods South of Tennis Court to be Removed - \$2000 Trees & \$150 Stumps

Bandstand Park:

Maple Tree South of Gazebo to be removed - \$1500 Tree & \$600 Stump

Trim 2nd Maple - \$500

\*Prices include Hauling away Logs & Debris

Questions regarding our services and or scheduling may be directed to Hunter @ 320-434-0818

Thank you,  
Lonnie Kohls  
Kohls Tree Service, Inc.

Wimmer Specialties LLC

Owner: Brian Wimmer  
 63552 260th St  
 Litchfield, MN 55355

# Estimate

Date	Estimate #
4/8/2025	18

Name / Address
City of Dassel Attn: Kyle Moy 211 3rd St N Dassel, MN 55325

Project

Description	Qty	Cost	Total
Tree & Stump removal and Tree trimming - Atlantic Ave West Park		2,200.00	2,200.00
Multiple Tree & Stump removal - William Ave East Park		7,000.00	7,000.00
If you accept the estimate I will need a completed ST-3 form MN State Sales Tax		6.875%	0.00
		<b>Total</b>	\$9,200.00

Customer Signature \_\_\_\_\_

Wimmer Specialties LLC

Owner: Brian Wimmer  
 63552 260th St  
 Litchfield, MN 55355

# Estimate

Date	Estimate #
4/8/2025	18

Name / Address
City of Dassel Attn: Kyle Moy 211 3rd St N Dassel, MN 55325

			Project
Description	Qty	Cost	Total
Tree & Stump removal and Tree trimming - Atlantic Ave West Park		2,200.00	2,200.00
Multiple Tree & Stump removal - William Ave East Park		4,200.00	4,200.00
Tree & Stump removal of double Basswood over bathrooms - William Ave East Park		2,800.00	2,800.00
If you accept the estimate I will need a completed ST-3 form MN State Sales Tax		6.875%	0.00
		<b>Total</b>	\$9,200.00

Customer Signature \_\_\_\_\_

*Detailed Quote for Trees*



# CITY OF DASSEL

**TO:** Planning & Zoning Commission  
**FROM:** Sarah Swedburg, Planning Consultant  
**SUBJECT:** Lot Line Adjustment - Lot 17, Block 1 of Sunrise Circle  
**DATE:** June 9, 2025

**Background Information:** Wendroth Homes LLC is the current owner of record of Lot 17 and Lot 18, Block 1, Sunrise Circle (1000 Sunrise Circle, Parcel 23-0756000). This property is currently vacant.

Wendroth Homes LLC has submitted a building permit to construct a home on the last vacant parcel in the Sunrise Homes development (Lot 17) and Lot 18 is the common space for the development.



**Request:** The applicant (Wendroth Homes LLC) submitted a lot line adjustment and lot consolidation application requesting that a part of Lot 18, Block 1 be consolidated with Lot 17, Block 1 as shown in the attached survey under Dassel’s Subdivision Ordinance, Section 152.12 (Lot Consolidation/Lot Line Adjustment). This proposal does not create any new buildable lots and is being requested because the home proposed in the building permit would not be fully constructed on the current Lot 17. The resulting lots would be in compliance with Zoning Ordinance lot standards for the PUD, which both parcels are zoned.

**Subdivision Ordinance:** Section 152.12 (A) (1) and (2) lists the qualifying criteria for lot consolidation and a lot line adjustment as follows:

- (1) *Lot consolidation. Two or more parcels, whether recorded platted lots or described by metes and bounds, may be consolidated into a single lot.*
- (2) *A lot line may be adjusted by relocating a common boundary provided the lot line adjustment does not result in any new or additional lots, the resulting lots meet the minimum lot width and lot area required by the Zoning Ordinance, any existing structures*

*The City is an equal opportunity provider and employer.*

*on the lots meet the minimum setbacks required by the Zoning Ordinance, and no additional right-of-way is required.*

The lots share a common boundary, and this adjustment does not create any new lots. The lots maintain minimum lot standard requirements of the PUD. The width of Lot 17 will be increased two feet.

**Recommendation:** The proposed lot line adjustment meets the qualifying criteria. The approval of this request should be subject to the following conditions:

1. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit.
2. Development of a single-family home is anticipated on Lot 17, Block 1, Sunrise Circle. This construction must comply with all city and state requirements and must be issued a building permit prior to construction.

**Attachment:**

1. Copy of Application
2. Survey

## ZONING APPLICATION

**Application Type (check all that apply)**

<input type="checkbox"/>	Variance § 153.103	<input type="checkbox"/>	Zoning Map Amendment § 153.104
<input type="checkbox"/>	Conditional Use Permit § 153.102	<input type="checkbox"/>	Minor Subdivision (see city staff)
<input checked="" type="checkbox"/>	Lot Consolidation/Lot Line Adjustment §152.12	<input type="checkbox"/>	Planned Unit Development (see city staff)

Please submit additional information per the checklist along with this land use application

**Property and Project Information**

Address of Project	1000 SUNRISE CIRCLE
Legal Description of Property	LOT 17 BLOCK 1
Parcel ID	23-056000
Zoning District	PUD
Brief Description of Request	ADD 2FT TO EAST PROPERTY LINE
Why is this request needed?	TO KEEP OVERHANGS INSIDE PROPERTY LINE

**Applicant and Owner Information**

Applicant's Name	JUSTIN WENDROTH
Address	1001 MEADOW LAKE
City, State, Zip Code	DASSEL, MN 55325
Phone	320-493-3589
Email	JUSTIN.WENDROTH@GMAIL.COM
Owner's Name	WENDROTH HOMES LLC
Address	
City, State, Zip Code	
Phone	
Email	kiwendroth@gmail.com    justinwendroth@gmail.com

I hereby certify that the information provided in this application is true, correct and complete to the best of my knowledge and belief.

<b>Applicant</b>		<b>Property Owner</b>	
Signature		Signature	JUSTIN WENDROTH HOMES
Date	5/31/25	Date	5/31/25

<b>FOR OFFICE USE ONLY</b>
Date Complete Application was Received: _____
Application Fee: _____
Date Fee Received: _____

**LOT CONSOLIDATION AND LOT LINE  
ADJUSTMENT CHECKLIST**

This form applies to requested changes under Zoning Code Section 152.12 (D). The applicant shall submit two (2) large scale copies, one (1) reduced scale (11" x 17") copy and one (1) electronic version of the following required information to the City.

<input checked="" type="checkbox"/>	Certificate of survey prepared by a registered land surveyor for all parcels involved, which includes the following:
<input checked="" type="checkbox"/>	Scale not less than 1 inch equals 100 feet
<input checked="" type="checkbox"/>	North point indication
<input checked="" type="checkbox"/>	Original and proposed lot boundaries
<input checked="" type="checkbox"/>	Existing and resulting parcel legal descriptions
<input checked="" type="checkbox"/>	The location of existing structures on the sites
<input type="checkbox"/>	Proposed driveway locations
<input type="checkbox"/>	Existing and proposed easement locations
<input type="checkbox"/>	Environmental constraints of the site
<input type="checkbox"/>	Existing and proposed utilities
<input type="checkbox"/>	A title search showing ownership of the property and any existing deed restrictions
<input type="checkbox"/>	Additional information as outlined in § 152.11 (D) if deemed necessary and required by the city staff.
<input type="checkbox"/>	Staking. The city staff may require that the existing and proposed lot corners be staked at the site in such a manner that they are visible from the road for review by the City staff and maintained throughout the entire review process

<p><b>Lot Consolidation and Lot Line Adjustment Fee: \$350</b>          (Fee must be attached to application and paid prior to scheduling the hearing date)</p> <p>Payable to:          City of Dassel          PO Box 391          Dassel, MN 55325</p> <p>Questions? Call (320) 275-2454</p>
--

**FOR OFFICE USE ONLY**

Date of Planning Commission Review: \_\_\_\_\_

Approved by City Council of Dassel, County of Meeker, State of Minnesota on this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_.

**SUBJECT TO THE FOLLOWING CONDITIONS:**



Parcel ID	23-0756000	Alternate ID	n/a	Owner Address	WENDROTH HOMES LLC
Sec/Twp/Rng	27-119-29	Class	RESIDENTIAL VACANT LAND		1001 MEADOW LN
Property Address	1000 SUNRISE CIRCLE	Acreage	n/a		DASSEL MN 55325-7578
	DASSEL	Lot/Block	17/1		
District	n/a				
Brief Tax Description	& PT LT 18 BEG SE COR LT 17 TH SW36' SE6' NE36' NW6' TO POB (Note: Not to be used on legal documents)				

Date created: 6/3/2025  
 Last Data Uploaded: 6/2/2025 7:28:19 PM

Developed by SCHNEIDER  
 GEOSPATIAL



**DATE:** June 1, 2025  
**TO:** Renee Eckerly, City Administra  
City of Dassel  
**FROM:** **Susan Brower**  
Minnesota State Demographer  
**SUBJECT:** 2024 Population and Household Estimates

Your April 1, 2024 population estimate is 1,538.

Your April 1, 2024 household estimate is 615.

If you have any questions or comments about these estimates, please contact the State Demographic Center, 200 Administration Building, 50 Sherburne Avenue, St. Paul, MN 55155, phone (651) 201-2473 or send an e-mail to [local.estimate@state.mn.us](mailto:local.estimate@state.mn.us). All challenges must be submitted in writing. Please refer to the enclosed sheet for details.

## **HOW TO CHALLENGE THE POPULATION AND HOUSEHOLD ESTIMATES FROM THE STATE DEMOGRAPHER**

The legal responsibilities of the State Demographer with respect to local population estimates dictate that we be able to defend any revisions to the estimates. Consequently, we need documentation for our files. Cited below are types of information we will accept with a challenge to our estimates. You may select whichever approach is most appropriate for your situation. However, the more information you can provide the better. No challenges will be accepted after June 24.

1. You may send us the number of active residential utility accounts in April 2023 and April 2024. We would prefer electrical accounts, but water and sewer accounts are acceptable. Please summarize your data. We don't need a list of all utility customers. Summary data for intervening years are helpful. Utility data are much more useful when provided together with building permit data (see #2 below).
2. Another approach is to provide the number of housing units added and lost by calendar year for the years beginning with 2020. Building and demolition permits are a good source of such information. Be sure to include mobile homes and apartments, and indicate whether any of the apartments were for the elderly. Please try to be as specific as possible about the type of unit involved (single-family, apartment, mobile home, etc.).
3. An actual count of persons or households may be accepted, but places with more than 100 people must contact the State Demographer before proceeding with a count. The count you submit should be for 2025. We will interpolate a number for 2024. You must provide the following information:
  - a. List the house number and street name of each housing unit in your city or township. If there is more than one unit at an address, please list each unit and provide an apartment number.
  - b. Indicate whether the unit is occupied or vacant. If the unit is occupied, indicate the number of residents. Only year-round residents should be counted. Young people away at college or in the military, elderly persons who have moved to a nursing home in another town and seasonal (summer) residents should not be counted.
  - c. Group quarters such as nursing homes, dormitories, jails and group homes should not be counted as housing units. Give us the name and address of the facility and the number of residents.
  - d. After you have listed each housing unit, you must summarize your data and give us the total number of residents, the total number of vacant units and the total number of occupied units.
  - e. Please indicate when the count was completed.

Any additional information you can provide about your community will be appreciated. Changes in vacancy rates, the conversion of summer homes to year-round use, and changes in employment opportunities are the types of things we like to hear about when we are evaluating an estimate. One final request--when you write to us, please provide your mailing address and a telephone number or e-mail address where you can be reached during the day.

Thank you.

200 Administration Building  
50 Sherburne Avenue  
St. Paul, MN 55155  
Telephone: 651-201-2473  
TTY: 651-297-4357



Renee Eckerly, City Administra  
City of Dassel  
PO Box 391  
Dassel, MN 55325-0391

Dear Clerk:

The State Demographer is required by law to produce annual population and household estimates for each of Minnesota's cities and townships. Enclosed you will find a sheet containing the April 1, 2024, population and household estimates for your jurisdiction.

These estimates are being sent to you now for review and comment. It's important that our estimates are accurate, as they are used to distribute state aid to cities and townships. If you have questions about how our estimates impact a specific program, please contact the state agency responsible for that program.

The enclosed figures represent estimated population and household changes since the 2020 Census. The number of households corresponds to the number of occupied housing units. A household may be a single family, one person living alone, or any group of people who share the same living area. While we believe that our estimates are usually accurate, we realize there may be occasional problems. For this reason, we value your comments. We may not be aware of such changes as housing demolitions, the gain or loss of group quarters (like college dormitories, nursing homes, etc.), construction of public housing and the gain or loss of mobile homes.

Please note that our estimates:

- pertain to one year ago, not the present;
- have also been sent to your county auditor for review;
- are subject to change and are not considered final until they are released to the Minnesota Department of Revenue in July.

If you are satisfied with our estimates, it is not necessary to contact us or provide any further information. If you wish to challenge our estimates, please send us the appropriate data described in the enclosed challenge guide by **June 24, 2025**. Questions or comments should be directed to Eric Guthrie by email or at the address listed on the letterhead. **The best way to reach us is by e-mail at [local.estimated@state.mn.us](mailto:local.estimated@state.mn.us)**. You may also try to reach us by phone at (651) 201-2473.

Thank you for taking time to review these estimates.

Sincerely,

A handwritten signature in black ink that reads 'Susan Brower'.

Susan Brower  
State Demographer

Enclosures