

Dassel, MN

# Regular City Council Meeting

Monday, July 21, 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 June 16, 2025, Red Rooster Committee May 6, 2025,

### Attachments:

- **City Council Meeting June 16, 2025** (6-16-2025\_DRAFT\_Regular\_City\_Council\_Meeting\_Minutes.pdf)
- **Red Rooster Committee May 6, 2025** (20250506\_RR\_Minutes.pdf)

## 3. Public Hearing(s)

### a. Public Hearing for the Vacation of Drainage and Utility easements in Highland Circle.

• Minn. Stat. § 412.851 governs vacation of public right of way, detailed below by the League of Minnesota Cities: o When it is in the public interest to do so, cities may abandon ownership or control over all or any part of land set aside, dedicated, or used as streets or alleys. State law sets the exclusive process for a statutory city to abandon a street, road, alley, or public way. Minn. Stat. § 412.851. o A statutory city may also vacate any publicly-owned utility easement or boulevard reserve in the same way streets or alleys are vacated by the type of city involved. o In statutory cities, the resolution ordering the vacation must pass by a four/fifths vote of all the members of the council. This means there must be four affirmative votes on a five-member council. Minn. Stat. § 462.358, subd. 7. o The steps for a statutory city to vacate a street or alley are as follows: ♣ The council may initiate the action by resolution, or a majority of property owners who abut the land to be vacated may petition for this action. ♣ The council must hold a public hearing on the proposal, following two weeks published and posted notice. ♣ The city must provide written notice to each affected property owner at least 10 days before the hearing. If the street is within a plat, all property owners within that plat should be considered as affected property owners.

#### PUBLIC NOTICE

#### VACATION OF EASEMENT

Notice is hereby given that the Dassel City Council will hold a public hearing at the Dassel City Hall, 460 Third St, Dassel, MN on Monday, July 21, 2025, at 6:00 p.m. to consider the vacation of portions of a utility and drainage easement in Highland Circle Plan Unit

Development (PUD) for portions of the following parcels owned by:

35 Blue Property Group LLC, PO Box 55, Dassel, MN 55325,

PID 23-0689000. Lot 29, Block 5, Highland Meadows (PUD Common Space).

All property is zoned PUD.

The applicant requests the vacation of portions of a drainage and utility easement in the PUD common space to support a PUD Amendment and lot line adjustment to allow for single family homes on Lots 1-4 and Lots 25-28, Block 5, Highland Meadows. Full legal descriptions of the proposed drainage and utility easement vacation are available upon request at Dassel City Hall.

All persons interested are invited to attend said hearing, at which time both oral and written comments may be presented. Written comments may be submitted at any time prior to the meeting by mail: City of Dassel, PO Box 391, Dassel, MN 55325 or by email:

renee.eckerly@dassel.com.

Sarah Swedburg, City Planner - Bolton & Menk will review her staff memo prior to public comments starting.

**Attachments:**

- **Staff Report - Highland Circle PUD Amendment** (7-7-2025\_Staff\_Report\_Council\_Highland\_Circle\_PUD\_Amendment.pdf)
- **Proposed Drainage & Utility Easement Vacations - Highland Circle** (7-2025\_Proposed\_Drainage\_\_Utility\_Easement\_Vacations\_-\_Highland\_Circle.pdf)
- **Lot Line Adjustment Certificate of Survey** (Survey\_Highland-Lot\_Adjustment\_-\_signed.pdf)

**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.)

Beth Janish, Cokato-Dassel Lions and someone from the Cokato-Dassel Rotary Club will be presenting seating area in front of City Hall.

Bill Ward will be present to discuss the Dassel Heritage Preservation Commission (Ordinance 156 Historic Preservation.)

**Attachments:**

- **Dassel-Cokato Lions & Rotary Picnic table project** (Janish\_-\_Picture\_of\_Canopy\_-\_Lions\_\_Rotary\_Project.docx)
- **Update on Dassel Heritage Preservation Commission** (Council\_Update\_on\_Dassel\_Heritage\_Preservation\_Commission.pdf)
- **City Ordinance Chapter 156** (CHAPTER\_156\_HISTORIC\_PRESERVATION.pdf)

**5. Additions or Omissions to Agenda**

**6. Consent Agenda**

**a. Payment of Claims in the amount \$457,289.01**

A list of the claims being approved is available by contact the City Clerk-Treasurer. This is a public document.

**b. Approve hiring of Desirae Nelson and Kent Shaker as part-time Liquor Store Clerks at \$12.00 per hour pending background check.**

**c. Accept resignation of Alyssa Carlen part time Liquor Store Clerks effective June 28, 2025.**

**d. Accept resignation of Dakota Cadorette part time Liquor Store Clerks**

effective June 8, 2025.

- e. **Approve the Street Closing Application for Saturday, August 30, 2025, from 4:00 p.m. to 8:00 p.m. from 2nd St N to 3rd St N on Atlantic Avenue for Red Rooster City Festival.**
- f. **Approve Al Sexton to the Planning Commission until Dec. 31, 2026 and Isaac Nelson until Dec. 31, 2027.**

Al Sexton term expired on Dec. 31, 2024. Isaac Nelson term expires Dec. 31, 2025.

The Planning Commission approved a motion unanimously to recommend the appointment terms.

## 7. Council & Committee Reports

- a. **Red Rooster Committee meeting June 17 & July 15, 2025 - Amy Gaertner**
- b. **DAHS Meeting June 24, 2025 - Eckerly**
- c. **Dassel- Cokato Trail Meeting June 30, 2025 - Landrus**
- d. **Planning Commission Meeting - June 7, 2025 - Landrus**
- e. **League of Minnesota Cities Conference - Duluth June 25, 2025 - Suchy**

## 8. Staff Reports

- a. **Museum Director**

### Attachments:

- **Museum Director report** (Museum\_Directors\_report\_-\_June\_2025.pdf)
- **Dassel History Center Newsletter** (Dassel\_History\_Center\_Newsletter.pdf)

- b. **Liquor Store Manager**

### Attachments:

- **Monthly Report** (Liquor\_Store\_Monthly\_Report\_-\_June\_2025.pdf)

- c. **Fire Chief**

### Attachments:

- **June 2025 Fire Calls** (Fire\_Calls\_for\_June\_2025.pdf)

- d. **Public Works Director**

### Attachments:

- **June 2025 Report** (Public\_Works\_Report\_July\_2025.pdf)
- **Team Lab Final Reports** (TEAM\_LAB\_Final\_Report\_\_05212025.pdf)

- e. **City Engineer**

- f. **City Administrator**

### Attachments:

- **Monthly Report** (20250721\_City\_Administrator\_Report.pdf)

- **North Star Story Map - Tracey Bergum, City Clerk-Treasurer** (North\_Star\_Story\_Map\_-\_Mushroom\_Building.pdf)
- **Coalition of Greater MN Cities Regional meeting, Thursday, Aug 7 5:00 p.m. Willmar** (Coalition\_of\_Greater\_MN\_Cities\_Regional\_Meeting\_-\_Willmar.pdf)

**g. City Attorney**

Kurt Greenley will be present to participate in the discuss with Bill Ward regarding the Dassel Heritage Preservation Commission (Ordinance 156 Historic Preservation.)

**h. Sheriff's Department**

**Attachments:**

- **Monthly Report** (Meeker\_Co\_Sheriffs\_Monthly\_Stats\_-\_June\_2025.pdf)

**9. Business Items**

**a. Motion to approve Resolution 2025-020 PUD Amendment and Lot Line Adjustment for Block 5 (Lots 1-4 and 13-28) in Highland Circle**

The Planning Commission passed the following recommendations unanimously on July 7, 2025.

Motion by Sexton, seconded by Landrus to recommend the proposed PUD Amendment meets the qualifying criteria. The approval of the request for single-family structures and 3' side yard setbacks on Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows should be subject to the following conditions:

1. The requested lot line adjustment by the same applicants is approved by Planning Commission.
2. The requested easement vacation by the same applicants is approved by City Council.
3. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of City Council approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit.
4. All structures shall be constructed on the lots of record. No overhangs or construction over property lines shall be allowed.
5. All development in Highland Circle must comply with all city and state requirements, inclusive of building and fire codes, and must be issued a building permit with an approved grading plan prior to construction.

Motion by Sexton, seconded by Al Suchy to recommend the proposed lot line adjustment meets the qualifying criteria. The approval of the lot line adjustment as presented in the attached Certificate of Survey should be subject to the following conditions:

1. The requested PUD amendment by the same applicants is approved by Planning Commission and City Council prior to recording.
2. The requested easement vacation by the same applicants is approved by the City Council.
3. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of Planning Commission approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit.
4. All structures shall be constructed on the lots of record. No overhangs or construction over property lines shall be allowed.

5. All development in Highland Circle must comply with all city and state requirements, inclusive of building and fire codes, and must be issued a building permit with an approved grading plan prior to construction.

**Attachments:**

- **Resolution 2025-020 PUD Amendment and Lot Line Adjustment for Block 5 (Lots 1-4 and 13-28) in Highland Circle** (2025-020\_Resolution\_Approving\_PUD\_Amendment\_and\_Lot\_Line\_Adjustment\_for\_Block\_5\_\_Lots\_1-4\_and\_13-28\_\_in\_Highland\_Circle.pdf)
- **Highland Circle PUD Amendment Application** (6-18-25\_Highland\_Circle\_PUD\_Amendment\_Application.pdf)
- **Lot Line Adjustment Certificate of Survey** (Survey\_Highland-Lot\_Adjustment\_-\_signed.pdf)
- **Updated PUD Proposed Amendment Chart to include Planning Commission Recommendation from 7-7-2025** (2025-07-21\_UPDATED\_LU\_Restrictions\_PUD\_Proposed\_Amendment.pdf)
- **Dassel City Code - Section 153.045 Planned Unit Development** (Dassel\_City\_Code\_-\_Section\_153.045\_Planned\_Unit\_Dev.pdf)

**b. Motion to approve Resolution 2025-019 Approve Vacatiion of Drainage & Utility Easements in Highland Circle**

**Attachments:**

- **Resolution 2025-019 Approve Vacatiion of Drainage & Utility Easements in Highland Circle** (2025-019\_Resolution\_Vacating\_Drainage\_and\_Utility\_Easement.pdf)

**c. Motion to approve the increase in fee to the Maintenance Permit at the Countys request from \$40.33 to \$64.00.**

**Attachments:**

- **Maintenance fee increase** (Maint\_Fee\_email.pdf)

**d. Motion to replace the pump at the 5th St lift station in the amount of \$12,535.00 from Quality Flow with funds from 602-49450-500.**

**Attachments:**

- **Quality Flow quote to repair pump** (QUALITY\_FLOW\_Dassel\_MN\_5th\_St.\_L\_S\_Pump\_Repair\_Qote\_61125.docx)
- **Quality Flow quote to replace pump** (QUALITY\_FLOW\_Dassel\_MN\_5th\_St.\_LS\_Pump\_Qote\_61125.docx)

**e. Motion to have hydroseeding done at the city shop and Summit Park by Neaton Brothers in the amount of \$,5000.00/\$2.00 a yard. Funds coming from 504-43000-500 for the shop and 505-45200-580 for the Summit Park.**

**f. Motion to approve Resolution 2025-018 Supporting Claim that City has Matching Funds for Library Grant**

Mitchell Lease, City Engineer will report on this item. This is the last requirement for the library grant.

**Attachments:**

- **Resolution 2025-018 Supporting Claim that City has Matching Funds for Library Grant** (2025-018\_Supporting\_Claim\_City\_has\_Matching\_Funds\_for\_MN\_Dept\_of\_Education\_-\_2024\_Library\_Grant.pdf)

**10. Announcements / Dates to Remember**

2024 Consumer Confidence Report

Letters from Charter Communications Regarding Spectrum Channel Line-up Changes

Southwest Initiative Foundation - Thank you and 2026 Budget Consideration

DAHS meeting, Tues. July 22, 2025, 10:00 a.m. History Center

Dept Head meeting, Tues. Aug. 12, 2025, 7:00 a.m. at City Hall

Red Rooster Committee meeting, Thurs. Aug. 14, 2025, at 6:00 pm at City Hall

City Council Meeting, Mon., Aug. 18, 2025, at 6:00 p.m. City Hall

Joint Trail Bid Opening, Wed., Aug. 20, 2025, at 11:00 a.m. City Hall

DAHS meeting, Tues. Aug. 26, 2025, 10:00 a.m. History Center

Red Rooster Committee meeting, Tues. Aug. 26, 2025, at 6:00 pm at City Hall

**Attachments:**

- **2024 Consumer Confidence Report** (2024\_Consumer\_Confidence\_Report.pdf)
- **Spectrum Channel Line-Up changes** (Letters\_from\_Charter\_Communicaton\_regarding\_Spectrum\_Channel\_Line-Up.pdf)
- **Southwest Initiative Foundation** (Letter\_Southwest\_Initiative\_Foundation.pdf)

**11. 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.



# Dassel, MN

## Regular City Council Meeting

### Minutes

Monday, June 16, 2025 at 6:00 pm

#### 1. Call to Order

**Minutes:**

Meeting called to order by Mayor Lalone at 6:03 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 May 19, 2025, Special City Council meeting June 9, 2025, and DAHS meeting April 22, 2025.

**Minutes:**

Motion by Landrus, seconded by Thurn to approve the minutes as presented. 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:**

Melonie Jensen, 860 3rd St N would like to see if the city would put a stop or yield sign on 3rd and Centennial.

Jerry Fitzloff, 1007 Sunrise Circle is asking on behalf of the majority of Sunrise Circle and the North part of Summit Cove to maintain the North retention pond. Moy, Public Work Director has spoken with several residents in that area who do not want it cleaned up due to privacy. The trees that are there are not in the pond but on the perimeter. Moy, Eckerly, City Administrator and Mitchell Lease, City Engineer met to discuss what to do with the retention ponds and there was nothing that needs to be done at this time.

David Johnson, 130 Linart Ave W doesn't believe the city should take monies from the reserve to fund the Breeds Park restroom project. Johnson is also not in favor of the library project and believes instead of raising the property tax rates the city should cut spending. Johnson also stated it may be better to remove the trees around the retention pond before they get too large and cause issues.

**a. Darren Sombke County Commissioner will be present to give a Meeker County update.**

**Minutes:**

Darren Sombke, Meeker County Commissioner was present to give the council an updated on the happening in Meeker County. Sombke stated the remodeling project is wrapping up at the county. Commissioners met with legislators at the capital recently and discussed the increase in levy due to the State deficit. The county is working on their vision/mission statement, and the EDA is working on housing and childcare. Sombke addressed questions in regard to the county's financials and stated the county has brought a consultant in to do a comparable work study. Administrator Eckerly stated the Truth in Taxation hearing is usually in the fall and each entity will hold their own hearing in which the public can attend and ask questions regarding spending and property tax increases.

**b. Sara Oberloh, Oberloh & Oberloh, Ltd. will be presenting the City's 2024 audit.**

**Minutes:**  
Auditor Oberloh presented the 2024 annual audit report. Oberloh reviewed the required reports, financial analysis and discussed with council the importance of not letting the unassigned fund balance drop below 50%, currently the city is maintaining.

**5. Additions or Omissions to Agenda**

**Minutes:**  
Motion by Gaertner, seconded by Thurn to approve the agenda with the addition of 9f. Resolution 2025-017 Declaring Red Rooster Celebration as a City Festival. Motion carried.

**6. Consent Agenda**

**Minutes:**  
Motion by Suchy, seconded by Gaertner to approve the Consent Agenda. Motion carried.

- 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 Al Suchy to the Planning Commission board for 2025 to December 31, 2026**
- 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**

**Minutes:**  
Council member Landrus reported that a lot line adjustment on Sunrise Circle was approved by Planning and Zoning and is on the agenda for council action.

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

**Minutes:**  
Mayor Alone reported council met to discuss and take action on application for housing infrastructure grant and the purchase of a 2015 Ford Super Duty Pickup for the Public Works Department, which they will swap out for the 2005 Ford Ranger.

**8. Staff Reports**

**a. Museum Director**

**Minutes:**

Director Holje reported Landscaping will be doing the spring and fall work around building, looking at some other areas of landscaping concerns. Staff is working on evaluation of the spaces in the History Center for exhibits and enhancing the ergot exhibit. A retired professor from Texas A&M has been at the museum doing research for a presentation about ergot in Portugal. The seed corn planting project has started and is growing around Dassel.

Upcoming events include: 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

**b. Liquor Store Manager**

**Minutes:**

Manager Moy reported staff is doing cycle counts on inventory and organizing the inventory room, so they are ready for the summer season, A couple of application have been received for the open positions.

**c. Fire Chief**

**Minutes:**

Chief Johnson reported 38 calls in the month of May of which 23 were within the city limits of Dassel and the departments year to date calls is 195. There are a couple of leaks in the roof that they are monitoring.

**d. Public Works Director**

**Minutes:**

Street Dept: The Department has been street sweeping as needed and pothole patching as weather allows. We have been doing some sight triangle tree trimming and spraying weeds along sidewalks and properties. Water Dept: Servin Plumbing was out to inspect our Reduced Pressure Zone (RPZ). The one at the water plant needs replacement with an estimated cost of \$2,000. It is needed for compliance, so Moy had them go ahead. These are tested annually. We have been busy doing one calls and locates for MNDOT Hwy 12 project. Sewer Dept: Flow Measure was here doing bi-annual flow meter certifications and Team Lab was here doing sonar on the sludge levels of the ponds. Moy is waiting for the results, which will allow them to determine the levels and try to treat without having to dredge the ponds. There have been some electrical issues at the 5th St Lift Station. Quality Flow was here, and they believe we had some type of power surge or may have had a lightning strike. They got it repaired, and we plan to turn it into insurance once we receive the correct parts. The 5th 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. Nolan Nelson has been working on residing the Main Lift building. After the Main is finished, we will be moving on to 5th St Lift. We have been irrigation spraying as much as possible. If the weather gets nicer soon, we will be running later into days to try and get caught back up. Equipment: Moy purchased a new gas pole saw due is having issues and it not being economical to repair. Personnel: Continuing to utilize part-time employees based on weather. Jack Nesseth and Dale Wright have been working out great. Both are picking things up quickly and are a valued addition. Parks: We have completed the restroom at Sellards Parks and added mulch to the playground. Dirt has been added at the Summit Hills Park, just waiting on drier weather to level it out. Bldg/Property: We are in process of repairing the railing at City Hall and painting 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 Levandowski on cleaning up the mushroom building and doing some overdue maintenance. We had Nordberg's Repair water lines at ballpark and city shop.

**e. City Engineer**

**Minutes:**

Engineer Lease reported 2 quotes were submitted for the Breeds Park restroom project with the low bid coming from Bludorn Builders LLC in the amount of \$75,293.00, the other bid was in the amount of \$111,318.99 Litchfield Building Center. Council member Suchy stated she has spoken to city residents, and they do not want to put the money towards a new restroom and expressed her frustration that it was allowed to get to this state of disrepair. Administrator Eckerly asked about grants that might be available for park shelters, Lease will look into what may be available. Eckerly will do some research on a fundraiser and also reach out to the county and townships to see if they have any funds that can be donated. Dave Johnson asked council how much we are paying to Bolton & Menk every time we need something researched.

**f. City Administrator**

**Minutes:**

Administrator Eckerly reported the Housing Infrastructure grant application was filed. 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. 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. City staff has been taking a lot of calls regarding the Hwy 12 project. The unofficial detour of County Road 4 (7th St S) and 6 (3rd 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 mph. Food Trucks – The Mexican Grill truck will not be coming to Dassel until the Hwy 12 project is complete in August.

Eckerly reminded council if they want to attend the Coalition of Greater MN Cities Summer Conference in July they need to book a hotel ASAP. Eckerly also asked council if they wanted to take further action on the Safebuilt presentation and at this time they were not interested in doing so. Council responded they did not.

**g. City Attorney**

**Minutes:**

Greenley, City Attorney was not present.

**h. Sheriff's Department**

**Minutes:**

Deputy Kelly reported there were 0 burglaries, 0 thefts and 62 traffic stops in the month of May.

**9. Business Items**

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

**Minutes:**

Motion by Gaertner, seconded by Lalone to approve the purchase and installation of an irrigation system and sod for the property at the Mushroom Building not to exceed \$7,500.00 with monies coming from 101-45000-492 and Park Capital Improvement. Motion carried.

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

**Minutes:**

Motion by Suchy, seconded by Gaertner to repeal the 2015 "No Trucks" sign on Centennial Ave. Motion carried.

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

**Minutes:**

Motion by Gaertner, seconded by Landrus to remove the necessary trees in Bandstand Park and Breed's Park at a cost of \$6,400.00 from Wimmer Specialist LLC. Motion carried.

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

**Minutes:**

Administrator Eckerly will get the new wording for updating the ordinance regarding jake braking ready to be posted for the 10 days for the next meeting.

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

**Minutes:**

Motion by Landrus, seconded by Thurn to approve the Lot Line Adjustment Application for PID 23-0756000 1000 Sunrise Circle, Dassel. Motion carried.

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

**Minutes:**

Motion by Gaertner, seconded by Landrus to approve Resolution 2025-017 Declaring Red Rooster Celebration as a City Festival on August 30, 2025. Motion carried.

**10. Announcements / Dates to Remember**

**Minutes:**

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 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

**11. Closed Meeting**

**Minutes:**

Motion by Landrus, seconded by Lalone to recess the meeting at 9:09 pm. Motion carried. Motion by Landrus, seconded by Suchy to open the closed session at 9:10 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 23-010300 465 2nd Street, Dassel, Minnesota To develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Motion by Landrus, seconded by Suchy to close the closed session and reopen the regular meeting at 9:16 pm. Motion carried.

Motion by Lalone, seconded by Gaertner to reject the offer to purchase part of the property at 465 2nd St. N., Dassel, Minnesota. Motion carried.

**12. Adjourn**

**Minutes:**

Motion by Landrus, seconded by Suchy to adjourn the meeting at 9:18 pm. Motion carried.

**MINUTES**  
**Red Rooster Committee**  
**May 06, 2025, Dassel City Hall Community Room**

**Call to Order: Meeting** was called to order by Chair Hungerford at 6:01 p.m.

**Roll Call:** Ron Hungerford, Kurt Jacques, Marcia & Randy Dischinger, Dale Grochow, Jordan Oslund, Gwen Hallquist, Kyle Moy, Renee Eckerly and Tracey Bergum.

**Secretary's Report & Approval of Minutes:** Motion by Jacques, seconded by M. Dischinger to approve the March 11, 2025, minutes as presented. Motion carried.

**Treasurer's Report:** Grochow questioned if money should be transferred from the fireworks savings account to the red rooster account to cover the cost of the fireworks. He also believes the endowment should be more than \$34,000.00. Eckerly will look at the Edward Jones account to see if that is part of the endowment monies. Motion by Grochow, seconded by Jacques to accept the Treasurer's Report as written. Motion carried.

**Events:** The Farmers Market is not willing to move locations so they will remain at Bandstand Park.

**Bike Ride:** Have not heard from Anita Harmala or Kate Kilpela regarding the bike ride.

**Parade:** Gwen Hallquist has one registration for the parade and the 2025 Parade application is available on the city website. Jordan Oslund asked about the position of the fire department in the parade. They would like to be closer to the front so they can get set up for their events prior to the parade ending and be available to respond to an emergency call. Gwen would like to utilize QR codes on signage for people to access the parade lineup. Eckerly will contact the school district to get access to the Elementary school for power for SWTV to broadcast.

**Waterball:** Jordan Oslund requested that the waterball be moved to Saturday at 5:00 pm on Atlantic Ave. W. between 2<sup>nd</sup> and 3<sup>rd</sup> St. N.

**Ambassadors:** Angela Schrupp emailed an update stating the candidates are planning to have their pictures taken on June 23<sup>rd</sup>, potentially at Saints Field.

**Chicken Dinner:** Ron and Marcia Dischinger met with Marketplace about purchasing the food for the event and Tracey Bergum, City Clerk filled out and sent in the credit application that was requested.

There was a lengthy discussion regarding whether to concrete the chicken pits instead of rebuilding them every other year. It was mentioned that there are 3 property owners that would need to give an easement for the concrete. 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. Dale Grochow will put in the application at the Village Ranch for help, Randy Dischinger has equipment that could be utilized to get in and clean the area out. Public Works has a trailer to put the gravel on. Kyle Moy reported that the grates are now stainless steel for cooking the chicken.

**Run/Walk:** Sandy Stertz sent an email stating she will no longer be organizing the run/walk. She will reach out to her contacts to see if she has anyone willing to take over. Renee has reached out to Max Johnson to see if he would be willing to help.

**Car Show:** Tom Nelson would like to leave at the church parking lot. There was a great turnout.

Vendor Coordinator: Kurt Jacques has booked Mark Hawker (Hick with a Pick) for 4 hours of music for \$375.00. He will perform from 11:00 a.m. to 3:00 p.m. He will be located by the Dunk Tank and Vendor area.

Brat Feed: Youth Group at Gethsemane Lutheran Church will work with Pat Hanson, Knights of Columbus to take this over in 2025 to raise money for the mission trip.

Events for the 2025 poster will need to be confirmed at the next meeting.

Tracy Bergum will take care of ordering more t-shirts.

**Next meeting:** Tuesday June 17, 2025, at 6:00 p.m. at the city hall.

**Adjourn:** Motion by Hallquist, seconded by Jacques to adjourn the meeting at 7:25 p.m. Motion carried.

Submitted by Tracey Bergum, City Clerk - Treasurer



City of Dassel

**TO:** Planning & Zoning Commission  
City Council

**FROM:** Sarah Swedburg, Planning Consultant  
Robin Caufman, Planning Consultant  
Dylan Edwards, Planning Consultant

**SUBJECT:** Highland Meadows (Highland Circle) Planned Unit Development (PUD)  
Amendment

**DATE:** July 7, 2025

**Background Information:**

Highland Circle was platted and approved as part of Highland Meadows in 2003, originally providing 20 lots (34'x70' each) for the creation of 5 4-unit townhomes and 8 lots (34'x38') for 1 8-unit multifamily housing building. The PUD was amended and a lot line adjustment approved in 2017 to allow for 10 2-unit townhomes with lots 32' or 38' wide and 70' deep to allow for setbacks between each structure. The current



owners of Highland Circle, 35 Blue Property Group LLC, and Grayson and Annika Londerville seek to adjust the lot lines of the eight parcels to allow for the construction of one-unit structures on lots large enough to accommodate the full building envelope. Lot 29, Block 5, Highland Meadows is the common space for this PUD, and a blanket utility and drainage easement extends over the full parcel. Lot line adjustments that affect Lot 29 will require a vacation of these portions of the easement, which is scheduled for a public hearing at the July 21, 2025 City Council meeting and will follow all other easement vacation requirements.

**Proposed PUD Amendment Request:** The Applicants seek to amend the PUD to allow single family structures on Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows.

The Applicants additionally seek to amend the side yard setbacks of Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows to 1.5' from the lot line to the exterior of the foundation.

**Proposed Lot Line Adjustment Request:** To accommodate the full building envelope of each single-family structure, the Applicants have also submitted a lot line adjustment to enlarge Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows (see attached lot line adjustment survey for full detail). This lot line adjustment creates lots approximately 38' wide by 85.41-90' long. This lot line adjustment does not change the number of units that would be developed in this area.

**Proposed Easement Vacation Request:** Through the surveying work for the lot line adjustment, it was determined that Lot 29, Block 5, Highland Meadows (PUD Common Space) is fully covered by a blanket drainage and utility easement. To accompany the request to enlarge the eight lots described above in the Proposed Lot Line Adjustment Request, the applicants have also submitted request for the vacation of those small portions of Lot 29 that would be split and added to Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows. This easement is separate from the excel energy easement on the south side of Lot 29. See attached Easement Vacation Property Descriptions for the full legal descriptions of the requested easement vacation.

**Zoning Ordinance:** Zoning Ordinance § 153.045 PUD – Planned Unit Development governs criteria for PUDs in the City. The following should be considered:

*§ 153.045 (C) Commission findings. It shall be the duty of the Planning Commission, Council, and appropriate governmental units to investigate and ascertain that the proposed planned development complies with the following conditions.*

*(1) General intent. That development is consistent with intent and purpose of this chapter.*

- Permitting single-family houses on the existing parcels with the adjusted setbacks will not alter the intent and purpose of this PUD. The original PUD aimed to develop housing on smaller parcels at higher densities through twin homes. The parcels support an equivalent number of units; however, they do not share a common wall, which is the primary distinction between the proposed amendment and the original PUD.

*(2) Effect. That surroundings are not adversely affected by the development or indirectly by traffic, noise, pollution and the like caused by the development.*

- The proposed amendment will not cause substantive effect on the surrounding parcels directly or indirectly. There will be no change in the density of housing and residents on these parcels compared to what has been planned for during the

PUD process. Furthermore, as guided by the City Engineer, all grading plans shall be reviewed as part of the building permit process to ensure appropriate modifications have been made to accommodate larger housing footprints.

*(3-7) Off-street parking and loading, recreation, coverage and plantings, feasibility, and traffic circulation.*

- The proposed amendments do not change the original findings of fact for any of these requirements.

*(8) Site data. To be presented in a preliminary form for initial review and then in final 30 development plan upon which final recommendation will be issued and rezoning process begun*

- The Applicants have provided the necessary survey and application to satisfy the process requirements of this ordinance.

**Subdivision Ordinance:** City Code Section § 152.12 (A) (2) lists the qualifying criteria for a lot line adjustment as follows:

*(1) Lot line adjustment. 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 on the lots meet the minimum setbacks required by the Zoning Ordinance, and no additional right-of-way is required.*

All lots share common boundaries, and this adjustment does not create any new lots. The lots maintain minimum lot standard requirements of the PUD (pending approval of the PUD amendment).

**Easement Vacation Statute:** Minn. Stat. § 412.851 governs vacation of public right of way, detailed below by the League of Minnesota Cities:

- When it is in the public interest to do so, cities may abandon ownership or control over all or any part of land set aside, dedicated, or used as streets or alleys. State law sets the exclusive process for a statutory city to abandon a street, road, alley, or public way. Minn. Stat. § 412.851.
- A statutory city may also vacate any publicly-owned utility easement or boulevard reserve in the same way streets or alleys are vacated by the type of city involved.
- In statutory cities, the resolution ordering the vacation must pass by a four/fifths vote of all the members of the council. This means there must be four affirmative votes on a five-member council. Minn. Stat. § 462.358, subd. 7.
- The steps for a statutory city to vacate a street or alley are as follows:

- The council may initiate the action by resolution, or a majority of property owners who abut the land to be vacated may petition for this action.
- The council must hold a public hearing on the proposal, following two weeks published and posted notice.
- The city must provide written notice to each affected property owner at least 10 days before the hearing. If the street is within a plat, all property owners within that plat should be considered as affected property owners.

**Recommendations:**

- The proposed PUD Amendment meets the qualifying criteria. The approval of the request for single-family structures and 3' side yard setbacks on Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows should be subject to the following conditions:
  1. The requested lot line adjustment and easement vacation by the same applicants is approved by City Council.
  2. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of City Council approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit.
  3. All structures shall be constructed on the lots of record. No overhangs or construction over property lines shall be allowed.
  4. All development in Highland Circle must comply with all city and state requirements, inclusive of building and fire codes, and must be issued a building permit with an approved grading plan prior to construction.
- The proposed lot line adjustment meets the qualifying criteria. The approval of the lot line adjustment as presented in the attached Certificate of Survey should be subject to the following conditions:
  1. The requested PUD amendment and easement vacation by the same applicants is approved by City Council prior to recording.
  2. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of Planning Commission approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit.
  3. All structures shall be constructed on the lots of record. No overhangs or construction over property lines shall be allowed.
  4. All development in Highland Circle must comply with all city and state requirements, inclusive of building and fire codes, and must be issued a building permit with an approved grading plan prior to construction.

- The proposed easement vacation meets the qualifying criteria. The approval of the easement vacation as presented in the attached Easement Vacation Legal Descriptions should be subject to the following conditions:
  1. The requested PUD amendment and lot line adjustment by the same applicants is approved by City Council prior to recording.
  2. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of Planning Commission approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit.
  3. All structures shall be constructed on the lots of record. No overhangs or construction over property lines shall be allowed.
  4. All development in Highland Circle must comply with all city and state requirements, inclusive of building and fire codes, and must be issued a building permit with an approved grading plan prior to construction.

**Appendix:**

- Copy of PUD Amendment Application
- Lot Line Adjustment Certificate of Survey
- Easement Vacation Legal Descriptions
- Highland Meadows PUD Chart with Proposed Amendments
- Zoning Ordinance Section § 153.045 PUD – Planned Unit Development

**Proposed Drainage & Utility easement vacation:**

That part of the drainage and utility easement on Lot 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota that falls within the following described parcels:

**Parcel "A" - 3,349 sq.ft.:**

That part of Lots 1 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet to the point of beginning of the land to be described;
- thence South 60 degrees 07 minutes 24 seconds West, 49.37 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 79.45 feet to the southerly line of said Lot 1;
- thence North 57 degrees 07 minutes 40 seconds East, along said southerly line and its easterly extension, 38.01 feet;
- thence northerly 77.75 feet along an non-tangential curve concave to the northeast having a radius of 555.00 feet, a central angle of 8 degrees 01 minutes 37 seconds, a chord distance of 77.69 feet and a chord bearing of North 24 degrees 31 minutes 07 seconds West, to the point of beginning.

**Parcel "B" - 3,057 sq.ft.:**

That part of Lots 1, 2, 3 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 49.37 feet to the point of beginning of the land to be described;
- thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 81.43 feet to the southerly line of said Lot 3;
- thence North 57 degrees 07 minutes 40 seconds East, along the southerly line of said lots 1, 2 and 3, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning;
- thence North 32 degrees 52 minutes 20 seconds West, 79.45 feet to the point of beginning.

**Parcel "C" - 3,132 sq.ft.:**

That part of Lots 3, 4 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 87.42 feet to the point of beginning of the land to be described;
- thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 83.42 feet to the southerly line of said Lot 4;
- thence North 57 degrees 07 minutes 40 seconds East, along the southerly line of said lots 3 and 4, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning;
- thence North 32 degrees 52 minutes 20 seconds West, 81.43 feet to the point of beginning.

**Parcel "D" - 3,208 sq.ft.:**

That part of Lots 4 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 125.47 feet to the point of beginning of the land to be described;
- thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 85.41 feet to the southwesterly extension of the southerly line of said Lot 4;
- thence North 57 degrees 07 minutes 40 seconds East, along said southerly line of said Lot 4 and its extension, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning;
- thence North 32 degrees 52 minutes 20 seconds West, 83.42 feet to the point of beginning.

**Parcel "E" - 3,420 sq.ft.:**

That part of Lots 27, 28 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet to the point of beginning of the land to be described;
- thence South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 27;
- thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 27 and 28 and there northerly extension, 38.00 feet;
- thence North 70 degrees 53 minutes 07 seconds West, 90.00 feet to the point of beginning.

**Parcel "F" - 3,420 sq.ft.:**

That part of Lots 26, 27 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet;
- thence South 19 degrees 06 minutes 53 seconds West, 38.00 feet to the point of beginning of the land to be described;
- thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 26;
- thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 26 and 27, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning;
- thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

**Parcel "G" - 3,420 sq.ft.:**

That part of Lots 25, 26 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet;
- thence South 19 degrees 06 minutes 53 seconds West, 76.00 feet to the point of beginning of the land to be described;
- thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 25;
- thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 25 and 26, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning;
- thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

**Parcel "H" - 3,420 sq.ft.:**

That part of Lots 25 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet;
- thence South 19 degrees 06 minutes 53 seconds West, 114.00 feet to the point of beginning of the land to be described;
- thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the southerly extension of the easterly line of said Lot 25;
- thence North 19 degrees 06 minutes 53 seconds East, along said Lot 25 and its extension, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning;
- thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

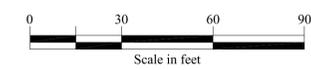
This is a lot line adjustment survey of part of:
Lots 1-4, 25-29, Block 5, HIGHLAND MEADOWS
Section 34, T119N-R29W, Meeker County, Minnesota



This drawing prepared by:
Bonnema Runke Stern Inc.
Professional Land Surveyors

4566 Hwy 71 NE - Suite 1
Willmar, MN 56201
Office (320) 231-2844 Fax (320) 231-2827

Requested by: 35 BLUE PROPERTY GROUP LLC



LEGEND

- Water Valve
Water Shut-Off / Curb Stop
Fire Hydrant & Water Valve
Communications Pedestal
Hand Hole - Pull Box
Electric Transformer
Sanitary Sewer
Storm Inlet (Square)
Light Pole
Set Bonnema Runke Stern Inc. Capped Iron Monument
Found Iron Monument
Building Foot Print
Concrete Surface
Transmission Easement

NOTE: Elevations and improvements shown are from field survey information located on 6/7/2024. Elevations are based on NAVD 88 elevations and are shown for reference purposes.

All Documents referred to on this survey can be found on file in the office of the County Recorder

Bonnema Runke Stern Inc. is not giving a title opinion or abstract of this parcel. We suggest that you contact your attorney or a title insurance company for that purpose. Easements or neighboring deed conflicts may exist which affect this parcel and are not shown on this survey.

The distances shown from improvements to the property lines are shown for reference purposes only and are NOT intended for determining the property line location. Property corner monuments shall always be used when establishing the property line.

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA. THE FIELD WORK WAS COMPLETED ON JUNE 13, 2025.

Signature of Joshua M. Stern
Date: June 16, 2025 License No. 46169

Parcel "A" - 3,349 sq.ft.:

That part of Lots 1 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet to the point of beginning of the land to be described;
- thence South 60 degrees 07 minutes 24 seconds West, 49.37 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 79.45 feet to the southerly line of said Lot 1;
- thence North 57 degrees 07 minutes 40 seconds East, along said southerly line and its easterly extension, 38.01 feet;
- thence northerly 77.75 feet along a non-tangential curve concave to the northeast having a radius of 555.00 feet, a central angle of 8 degrees 01 minutes 37 seconds, a chord distance of 77.69 feet and a chord bearing of North 24 degrees 31 minutes 07 seconds West, to the point of beginning.

Parcel "B" - 3,057 sq.ft.:

That part of Lots 1, 2, 3 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 49.37 feet to the point of beginning of the land to be described;
- thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 81.43 feet to the southerly line of said Lot 3;
- thence North 57 degrees 07 minutes 40 seconds East, along the southerly line of said lots 1, 2 and 3, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning;
- thence North 32 degrees 52 minutes 20 seconds West, 79.45 feet to the point of beginning.

Parcel "C" - 3,132 sq.ft.:

That part of Lots 3, 4 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 87.42 feet to the point of beginning of the land to be described;
- thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 83.42 feet to the southerly line of said Lot 4;
- thence North 57 degrees 07 minutes 40 seconds East, along the southerly line of said lots 3 and 4, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning;
- thence North 32 degrees 52 minutes 20 seconds West, 81.43 feet to the point of beginning.

Parcel "D" - 3,208 sq.ft.:

That part of Lots 4 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 125.47 feet to the point of beginning of the land to be described;
- thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 85.41 feet to the southwesterly extension of the southerly line of said Lot 4;
- thence North 57 degrees 07 minutes 40 seconds East, along said southerly line of said Lot 4 and its extension, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning;
- thence North 32 degrees 52 minutes 20 seconds West, 83.42 feet to the point of beginning.

Parcel "E" - 3,420 sq.ft.:

That part of Lots 27, 28 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet to the point of beginning of the land to be described;
- thence South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 27;
- thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 27 and 28 and there northerly extension, 38.00 feet;
- thence North 70 degrees 53 minutes 07 seconds West, 90.00 feet to the point of beginning.

Parcel "F" - 3,420 sq.ft.:

That part of Lots 26, 27 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet;
- thence South 19 degrees 06 minutes 53 seconds West, 38.00 feet to the point of beginning of the land to be described;
- thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 26;
- thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 26 and 27, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning;
- thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

Parcel "G" - 3,420 sq.ft.:

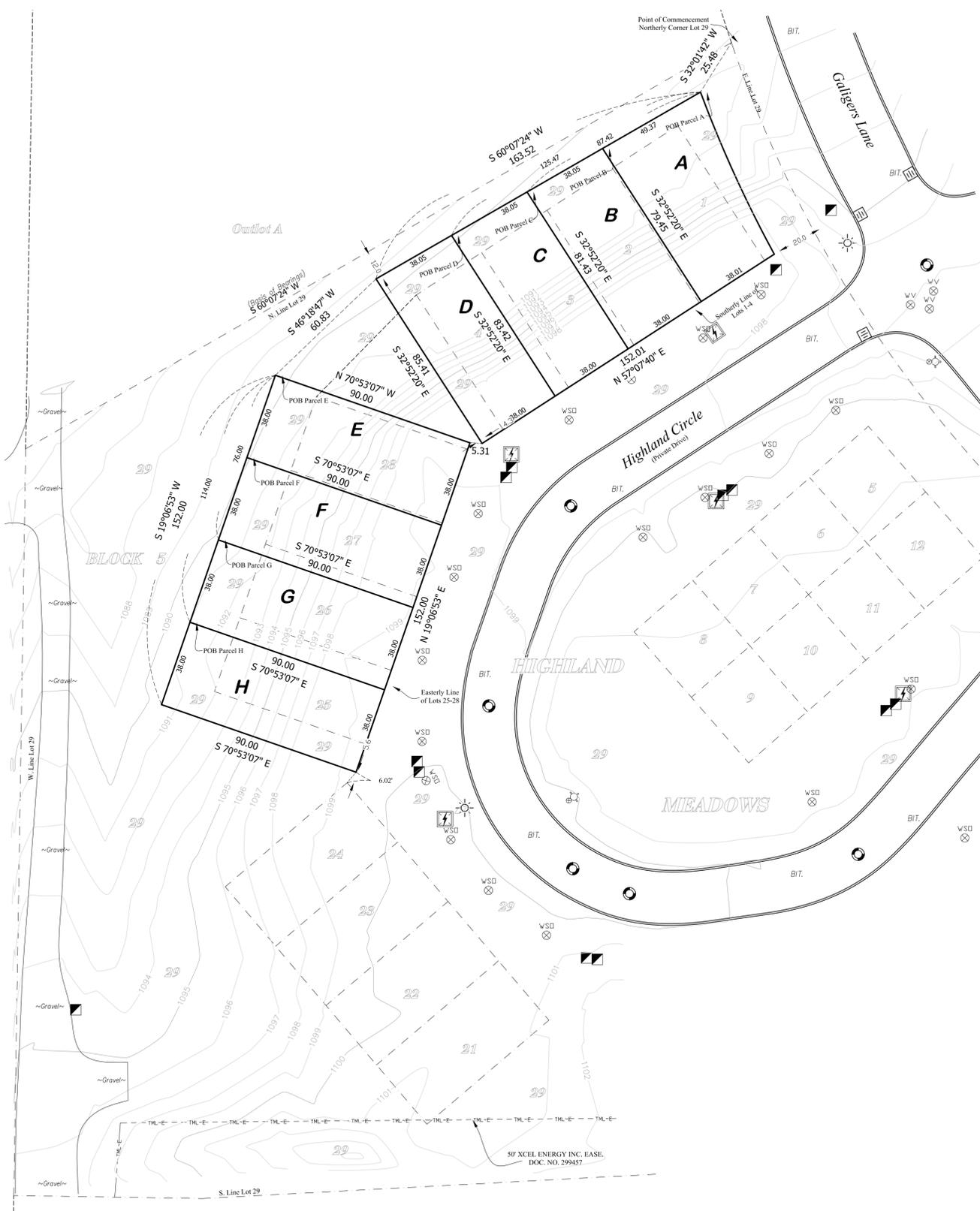
That part of Lots 25, 26 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet;
- thence South 19 degrees 06 minutes 53 seconds West, 76.00 feet to the point of beginning of the land to be described;
- thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 25;
- thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 25 and 26, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning;
- thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

Parcel "H" - 3,420 sq.ft.:

That part of Lots 25 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet;
- thence South 19 degrees 06 minutes 53 seconds West, 114.00 feet to the point of beginning of the land to be described;
- thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the southerly extension of the easterly line of said Lot 25;
- thence North 19 degrees 06 minutes 53 seconds East, along said Lot 25 and its extension, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning;
- thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.





## Update on Dassel Heritage Preservation Commission

Established 2020.

Dassel designated as a Certified Local Government with the State Historic Preservation Office.

Operated under a Dassel City Ordinance establishing a Heritage Preservation Commission.

Mission – Identification, designation and preservation of specific buildings with historical significance.

### Accomplishments

- Completion of Context Report
- Successful \$10,000 grant application to fund Property Survey
- Completion of Property Survey
- Assignment of four properties to the Dassel Historic Properties list
- Development of Preservation Guidelines

### Challenges

- Lack of motivated commission members
- Lack of historically interesting properties
- Lack of leadership interest
- Lack of staff to carry forward the work including technically trained staff for renovation oversight
- Lack of a mission that is of value to the city

### Recommendation

Mothball the HPC and CLG status until such future date as it may be more practical to restore the function of the HPC. Shift the responsibility for developing the historical story of Dassel's buildings to the Dassel Area Historical Society, where the work of recording the story of each business is already a multi-year ongoing project.

We, William Ward, Darren Sombke and Aron Lewandowski recommend the above action.

Justification – After five years we fail to see value in, or opportunity for finding value in, preservation of the physical buildings that make up the community of Dassel. As a voluntary opportunity, there is little value to a property owner, and potentially there is restriction of what a property owner of a designated building can do in building modifications. Most Dassel buildings do not offer anything unique in either architecture or historic story. As currently populated, the Commission has relied on one individual, a part-time Dassel resident to do all the actual work of running the commission as an unpaid/volunteer staff member. That has become impractical. While the vision of the HPC was inviting in 2020, five years of experience has shown little of practical value in the work.

## CHAPTER 156—HISTORIC PRESERVATION

### AN ORDINANCE ESTABLISHING A HERITAGE PRESERVATION COMMISSION AND GRANTING AUTHORITY TO RECOMMEND DESIGNATION OF HISTORIC PRESERVATION SITES.

#### **THE CITY COUNCIL OF THE CITY OF DASSEL DOES ORDAIN:**

That the Code of Ordinances of the City of Dassel, TITLE XV: LAND USAGE, is hereby amended by the addition of the following new Chapter 156, as follows:

#### **§ 156.01 DECLARATION OF PUBLIC POLICY AND PURPOSE.**

The Council of the City of Dassel hereby declares as a matter of public policy that the preservation, protection, perpetuation, and enhancement of buildings, structures, areas and districts and other objects having a special historical, community, or aesthetic interest or value, is in the interest of the prosperity, civic pride and general welfare of the citizens of Dassel. To this end, a Heritage Preservation Commission is hereby established and charged with the stewardship of Dassel's heritage.

The purposes of this ordinance are to:

- a) Safeguard the heritage of the City of Dassel by preserving properties which reflect elements of the City's cultural, social, economic, political, visual, or architectural history;
- b) Protect and enhance the City of Dassel's appeal and attraction to residents, visitors, and tourists, while enhancing its economic viability through the protection and promotion of its unique character as related to its history and heritage;
- c) Enhance the visual and aesthetic character, diversity and interest of the City of Dassel;
- d) Foster civic pride in the beauty and notable accomplishments of the past;
- e) Strengthen the local economy through the protection and promotion of Dassel's unique historic character;
- f) Promote the preservation and continued use of historic properties for the education and general welfare of the people of the City of Dassel; and
- g) Provide educational opportunities on heritage preservation, act in an advisory capacity to its citizens, approve gifts and contributions for heritage preservation purposes and recommend use of gifts and contributions to advance heritage preservation.

#### **§ 156.02 DEFINITIONS:**

As used herein, the following terms have the following meanings.

**ALTERATION.** Any act that changes the exterior architectural appearance or exterior feature of a structure, site or area.

**ADDITION.** Any act or process which changes the exterior architectural features of a building or structure designated for preservation by adding to, joining with, or increasing the size or capacity of the structure.

**COMMISSION.** The Dassel Heritage Preservation Commission established by the Dassel City Council pursuant to this Chapter.

**CONSTRUCTION.** The act of altering an existing structure, building an addition to an existing structure, or the erection of a new principal building or accessory structure on a lot or property.

**CONTRIBUTING.** A designation applied to a building, structure or site which adds to the overall character and significance of an historic district due to its architectural or historical merit and its compatibility with other buildings, structures and sites within a historic district. A contributing structure has its major character defining features intact and although minor alterations may have occurred, they are generally reversible.

**DEMOLITION.** Any act that destroys or removes more than 30% of the building or other structure.

**HISTORIC DESIGNATION ORDINANCE.** An ordinance enacted supplementary to this Chapter by which the Dassel City Council designates a landmark, a historic district, or a historic resource for historic preservation.

**HISTORIC DISTRICT.** A contiguous geographical area containing one or more landmarks or historic resources and designated as a “Historic District” by ordinance of the City Council according to the criteria and procedures set forth in this Chapter.

**HISTORIC RESOURCE.** A landmark, site or structure located within a designated historic district having historic significance contributing to the district.

**HISTORIC SIGNIFICANCE.** Having character, interest or value as part of the development, heritage or culture of the community, county, state or nation, as the location of an important event, or through identification with a person or persons who made important contributions to the development of the community, county, state or nation.

**HISTORIC SURVEY.** An investigation of, followed by an identification and inventorying of potential landmarks, historic districts, and historic resources within the City of Dassel, and including a written report citing applicable criteria and standards that support the historic significance of each.

**LANDMARK.** A property, site, structure or object designated as a “Landmark” by the City Council as having a high degree of historical, cultural and/or architectural significance.

**NATIONAL REGISTER OF HISTORIC PLACES.** The nation's official list of properties worthy of preservation as designated by the United States Department of Interior, National Park Service. Nominations of properties within Minnesota to this list are made through the auspices of the Minnesota State Historic Preservation Office.

**NEW CONSTRUCTION.** The building of a new principal building or accessory structure within a historic district or on a landmark site.

**NONCONTRIBUTING.** A building, structure, site or object located within a historic district that does not have architectural or historic significance, and does not add to the character and significance of an historic district, due to a lack of architectural or historical merit or its incompatibility with other buildings, structures and sites.

**OBJECT.** As distinguished from buildings and structures, objects are those creations that are primarily artistic in nature or are relatively small in scale. Examples of objects include: fountains, murals, monuments, sculptures or statuary.

**PERIOD OF SIGNIFICANCE.** The length of time when a property or collection of properties were associated with important events, activities, or persons. With respect to a historic district, the period begins with the district's earliest remaining structures and ends when the last historically significant resource was constructed.

**PROPERTY OWNER(S).** An individual, individuals or entities that have title or ownership interest in a proposed landmark or in a contributing historic resource located within a proposed historic district.

**SITE ALTERATION PERMIT.** Written approval authorizing specified alternations to a designated landmark or to a contributing historic resource that do not adversely affect its historic significance.

**SITE.** The location of a proposed or designated landmark or contributing historic resource.

**STRUCTURE.** Anything created, constructed or erected having a permanent or semipermanent location in or on another structure or in or on the ground.

#### **§ 156.03 HERITAGE PRESERVATION COMMISSION ESTABLISHED.**

**Subd. 1. Creation of Commission.** There is hereby established a City of Dassel Heritage Preservation Commission (hereinafter, the "Commission") for the purpose of advancing the Public Policy of the City of Dassel as set forth above.

**Subd. 2. Membership of the Commission.** The Commission shall consist of the following:

- a) Not less than five (5) and not more than seven (7) voting members appointed by the City Council. Any voting member appointed to serve on the Commission shall be a resident of Dassel and have a demonstrated interest in historic preservation.
- b) At least one (1) voting member shall also be a member of the Meeker County Historical Society. The Chairperson or designee of the Dassel Planning & Zoning Commission shall be an ex-officio, non-voting member of the Commission. The City Council shall appoint a Council member to act as a non-voting liaison between the City Council and the Commission.
- c) The composition of the Commission shall include as a voting member, or if not a resident of Dassel as a nonvoting advisor, up to two (2) preservation related professionals with

training or expertise in architecture, architectural history, archaeology, planning, real estate, design, building trades, landscape architecture, or law.

**Subd. 3. *Appointments to Commission and Terms of Office.*** Appointments of members to the Commission shall be for a term of three years commencing on the date of City Council appointment. In the case of appointments made to fill a vacancy on the Commission, the term of the appointment shall be for the remainder of the term vacated. If the vacancy occurs with less than 45 days remaining in the term, the Council may allow the term to expire without appointing a person to fill the vacancy for the balance of the term, after which the Council shall appoint a member for the new full term. Members may be reappointed for consecutive terms.

The terms of office of any non-voting advisors shall be determined by the Council at the time of their appointments.

**Subd. 4. *Member Compensation.*** Members appointed to the Commissioners shall serve without compensation.

**Subd. 5. *Commission Meetings.*** The Commission shall hold its first meeting within 30 days after the minimum five (5) voting members of the Commission have been appointed. Thereafter, the Commission shall hold regular quarterly meetings and in addition shall meet more frequently as needed when called by the Chair to review and address organizational matters arising out of or relating to historic preservation issues. All meetings shall be properly noticed and open to the public in accordance with open meeting requirements.

**Subd. 6. *Commission Organization.*** At the first meeting of the Commission it shall elect from its voting members a chairperson, vice chairperson and secretary. The chair person shall preside over meetings of the Commission and shall have the right to vote. The vice chairperson shall, in cases of absence or disability of the chairperson, perform the duties of the chairperson. The secretary shall keep a record of all resolutions, proceedings and action of the Commission

The Commission shall make such by-laws as it may deem advisable and necessary for the conduct of its affairs and for the purpose of carrying out the intent of this Chapter which bylaws shall be consistent with the ordinances of the City of Dassel and the laws of the State of Minnesota.

**Subd. 7. *Quorum and Voting.*** A majority of the voting members shall constitute a quorum. Each voting member of the Commission shall be entitled to one (1) vote. Except as otherwise expressly provided in other provisions of this Chapter, the affirmative vote of a majority of Commission members present at a meeting shall be required for the approval of plans or the adoption of any resolution, motion or other action of the Commission.

#### **§156.04 COMMISSION INVOLVEMENT IN DESIGNATING HISTORIC PRESERVATION LANDMARKS AND DISTRICTS.**

**Subd. 1. *Purpose.*** This section provides the Commission with authority to undertake identification and recommendation to the City Council of historic properties, objects, and districts for preservation.

To accomplish the intent and purpose of this section, the city shall provide the Commission with staff support and supplies as reasonably necessary.

**Subd. 2. *Preliminary Identification of Potential Landmarks and Districts.*** The Commission shall undertake, or cause to be undertaken a historic survey to identify and inventory potential landmarks, historic districts, and historic resources that are of historical, architectural, archaeological, engineering, or cultural significance and that meet the criteria of a landmark or historic district.

The Commission may recommend to the Council that a professional individual or individuals with expertise in conducting historic surveys be retained for this survey. If the Council authorizes the retention of such an expert, the Commission shall work with the city in pursuing grants or other funding to finance a professional historic survey.

**Subd. 3. *Criteria for Designation of Landmarks or Historic Districts.*** The historic survey and the designation of potential landmarks or historic districts shall take into consideration the following criteria:

- a) It should be at least 50 years old, unless it has achieved historic significance and is of exceptional importance.
- b) It possesses character, interest, or value as part of the development, heritage, or cultural characteristics of the City of Dassel, the State of Minnesota, or the United States.
- c) It has maintained its physical integrity, in that it retains original design features, materials, and/or character, or has been accurately restored.
- d) It is at its original location, or is at a site of a significant historic event.
- e) It is identified with a person or persons who significantly contributed to the culture and development of the City of Dassel or Minnesota.
- f) It is an embodiment of distinguishing characteristics of an architectural style, period, form or treatment.
- g) It exemplifies cultural, political, economic, or social heritage of the Dassel area community.
- h) It is identified as work of an architectural or master builder whose individual work has influenced the development of the City of Dassel.
- d) It embodies elements of architectural design, detail, material, or craftsmanship which represent a significant architectural innovation.
- i) Its unique location, scale or other physical characteristics represent an established and familiar visual feature of a neighborhood, a district, the community, or the City of Dassel.

**Subd. 4. *Commission Findings, Recommendations, and Report.*** If, based upon the historic survey the Commission determines that certain properties, structures, sites, or

geographical areas are eligible for designation as a landmark or as an historic district, it shall prepare written findings, recommendations and a report supporting this determination. The report shall include but is not necessarily limited to the following:

- a) A physical description of each proposed landmark or proposed district;
- b) A statement explaining the historic significance of each;
- c) Maps depicting the boundaries of each landmark or historic district; and
- d) Representative photographs.

**Subd. 5. *Public Informational Hearing on Preliminary Designations.*** Following the historic survey and completion of the Commission's findings, recommendations and report, and prior to the Commission taking any further action or making any recommendation to the City Council, the Commission shall hold a public informational hearing to educate and receive public input. The Commission shall cause to be published in the City's official newspaper a notice of the public informational hearing at least ten (10) days prior to the date of the hearing. Additionally, a notice of the hearing shall be mailed at least (10) days before the day of the hearing to all property owners of record of properties proposed to be designated for heritage preservation, and to all owners of property situated wholly or partly within 300 feet of the proposed historic preservation site. The notice shall state that a copy of the historic survey and a copy of the Commission's findings, recommendations, and report is available for viewing at the Dassel City offices during normal business hours.

**Subd. 6. *Modifications to the Commission's Initial Findings, Recommendation, and Report Following Public Hearing.*** Following the public hearing the Commission may make such modifications concerning its findings, recommendations, and report as it deems appropriate in consideration of the input received at the public hearing. These modifications may include a recommendation to initially proceed with historic preservation action only on certain but not all of the properties, structures, sites or geographical areas identified, and defer action on the others. The Commission may later pursue preservation action on any properties for which preservation action had been deferred.

**Subd. 7. *Planning & Zoning Commission Review.*** Following the public informational hearing the Commission shall by majority vote preliminarily determine which if any of the proposed landmarks or districts may be designated for historic preservation. The Commission shall advise the Planning & Zoning Commission (P&Z) of this determination, and transmit to the P&Z for a 60-day review the complete historic survey and the Commission's findings, recommendations, and report.

The Commission shall request from P&Z its comments on the proposed designations as it may relate to the City Zoning Code or any Comprehensive Plan of the City, the effect of the proposed designation upon the surrounding neighborhood, and any other planning considerations which may be relevant to the proposed designations. The P&Z comments shall become part of the official record concerning the proposed designations.

**Subd. 8. *Proposed Program for Preservation.*** For each proposed landmark and for each historic resource within a proposed historic district that is being considered for recommendation to the City Council, the Commission shall create a proposed program for

rehabilitation and preservation (“Program for Preservation”). The United States Secretary of the Interior’s Standards for Treatment of Historic Properties shall be among the standards used to create this Program.

**Subd. 9. *State Historic Preservation Office Review.*** In accordance with Minnesota Statutes §471.193, all proposed designations, along with the historic survey and its findings, recommendations and report shall be submitted to the Minnesota State Historic Preservation Office (SHPO) for a 60-day review period. SHPO’s comments on the proposed designations shall be sent to the Commission for consideration. The SHPO review may be conducted concurrently with the P&Z review referenced in Subd. 6 of this section. Thereafter, the Commission may make such modifications concerning the proposed designation as it deems necessary in consideration of the comments by SHPO.

**Subd. 10. *Commission Review and Final Recommendations to the City Council.*** Following completion of the steps set forth in Subdivisions 2, 3, 4, 5, 6, 7, 8 and 9 of this section, the Commission shall undertake a final review and determine by majority vote which historic preservation designations, if any, should be recommended to the City Council.

#### **§156.05 CITY COUNCIL ADOPTION OF HISTORIC DESIGNATION ORDINANCE**

**Subd. 1. *Submittal of Commission’s Recommendation and Support Documentation to City Council.*** The Commission shall forward to the City Council the Commission’s final findings, recommendations and report, together with the historic survey and the comments of P&Z and SHPO. As part of this submittal, the Commission shall also submit a proposed Historic Designation Ordinance incorporating the Commission’s recommendation.

**Subd. 2. *Public Hearing and Adoption of Historic Designation Ordinance.*** The City Council shall schedule and hold a public hearing on adoption of the proposed Historic Designation Ordinance. Final adoption of this ordinance requires a three-fifths vote of all City Council members to be effective.

**Subd. 3. *Objection by Property Owner(s) to Proposed Designations.*** If a majority of property owners within a proposed historic district, or if the owner or owners of a proposed landmark or of a proposed historic resource located within a proposed historic district objects to the designation, such objection shall be submitted in writing, shall state the basis for the objection, and shall be submitted to the City Council at or before the scheduled public hearing. If a written objection is timely received by the City Council and not withdrawn, final adoption of the Historic Designation Ordinance requires a four-fifths vote of all Council members to be effective.

**Subd. 4. *Post-Designation Public Notice.*** Within 30 days following the adoption of the designation ordinance the property owner(s) of each designated Landmark or historic resource within a designated historic district shall be given notice of the designation and the necessity of obtaining a Site Alteration Permit prior to undertaking any material change in the exterior appearance of the site.

**Subd. 5. *Identification Plaque.*** Landmarks or historic resources within a historic district having been designated for historic preservation by the City Council may be awarded a

numbered plaque, and with the owner's consent it may be displayed on the exterior of the site in full public view. The plaque is to remain the property of the City and shall be removed by request of the Commission should the site be altered so as to destroy its historic integrity.

**Subd. 6. *Amendment of Designations.*** A historic designation ordinance may be amended as appropriate to add or delete designations of landmarks, historic districts, or historic resources located within a historic district, provided any amendment is consistent with this Chapter

**Subd. 7. *Recording of Preservation Sites.*** The City Clerk/Treasurer shall record with the Meeker County recorder the legal descriptions of all designated landmarks, historic resources and historic districts.

**Subd. 8. *Renewed Recommendation to Designate Historic Properties.*** If the vote by the City Council fails to approve the recommended designation of a landmark or historic district or historic resource, the Commission may, after the expiration of two (2) years from the Council vote, renew its recommendation for designation provided the then current criteria for designation are met.

## **§ 156.06 SITE ALTERATION PERMITS.**

**Subd. 1. *Circumstances Requiring a Site Alteration Permit.*** A Site Alteration Permit shall be required for alteration of a designated landmark or an historic resource located within an historic district that involves any of the following:

- a) Painting, alteration of architectural details and other related exterior alterations.
- b) Installation or removal of awnings, shutters, canopies, and similar appurtenances.
- c) Application or use of exterior materials of a different kind, type, color, or texture than those already in use which will substantially cover one or more sides of the structure. This provision applies to roofing as well as siding.
- d) Installation of exterior signs.
- e) Construction of a new building or auxiliary structure.
- f) Any addition to or alteration of an existing structure which increases the square footage of the structure or otherwise alters its size, height, contour, or outline.
- g) Change or alteration of a structure's architectural style.
- h) Alteration of a roof line.
- i) Demolition in whole or in part, unless the structure is required to be demolished in accordance with Minnesota Statutes Ch. 463 or the Dassel City Code.

**Subd. 2. *Circumstances Not Requiring a Site Alteration Permit.***

The following shall not require a Site Alteration Permit:

123

- a) Ordinary maintenance;
- b) Work affecting only the interior of a structure;
- c) Relocating movable items such as planters or furniture;
- d) Replacement of roofing with the same type and color of roofing materials;
- e) Construction that does not affect the historically significant features of the historic resource.

**Subd. 3. *Application for a Site Alteration Permit.*** In addition to any other requirements that may be imposed by the P&Z, the Application for a Site Alteration Permit shall, to the extent relevant and necessary for an understanding an evaluation of the Application, be accompanied by detailed plans including a property plan, building elevations and design details and materials. In addition to the Site Alteration Permit, other relevant city permits may be required.

Two sets of the Application for a Site Alteration Permit shall be submitted by the applicant to the City; one set for the P &Z for its review and recommendations in accordance with §156.04, Subd. 6 of this Chapter; the other for the Commission for its review as set forth hereafter.

**Subd. 4. *Commission Review of Applications for a Site Alteration Permit.*** The Commission shall review all Applications for a Site Alteration Permit for the purpose of approval, disapproval, or approval subject to terms or conditions.

**Subd. 5. *Guidelines Applicable to Commission Review.*** All comments, recommendations, and decision of the Commission with respect to a requested Site Alteration Permit shall be in accordance with the final Program for Preservation generated under §156.04, Subd. 7 of this Chapter for the particular site for which the permit is sought.

The following Secretary of the Interior's Standards for Treatment of Historic Properties shall be applied by the Commission in its review of Applications for Site Alteration Permits:

- a) A site is to be used as it was historically, or given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
- b) The historic character of a property is to be retained and preserved. The removal of distinctive materials or alterations of features, spaces, and spatial relationships that characterize a property should be avoided if possible.

- c) Each property is to be recognized as physical representation of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
- d) Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
- e) Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property are to be preserved.
- f) Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of mission features will be substantiated by documentary and physical evidence.
- g) Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
- h) Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures must be undertaken.
- i) New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment.
- j) New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

#### **§ 156.07 WRITTEN FINDINGS RELATING TO SITE ALTERATION PERMIT.**

The Commission shall approve, disapprove, or approve with conditions an Application for Site Alteration Permit under this Chapter. In doing so the Commission shall make written Findings based on the Program for Preservation of the Landmark or historic resource as follows:

- a) In the case of a proposed alteration or addition to existing buildings, the Commission shall make written findings on how the structure may be architecturally or historically affected. To be considered are the existing exterior appearance, building height, building width, depth, or other dimensions, roof style, type of building materials, ornamentation, paving and setback.
- b) In the case of the proposed demolition of a building, prior to the approval of demolition, the Commission shall make written findings on the following:
  1. Architectural and historic merits of the building.
  2. The effect on surrounding buildings.

3. In the case of partial demolition, the effect on any new proposed construction on the remainder of the building and on surrounding buildings.

4. The economic value or usefulness of the building as it now exists, or if altered or modified, in comparison with the value or usefulness of any proposed structures designated to replace the present building or buildings.

c) In the case of a proposed new building, the Commission shall make written findings on how the building will, or by reason of its location on the property, materially affect the architectural or historic value of buildings on adjacent sites or in the immediate vicinity within the site.

### **§ 156.08 TIME LIMITATIONS ON COMMISSION ACTION**

If within forty-five (45) days from the filing of an Application for Site Alteration Permit the Commission has neither approved nor denied the Permit application, the plans and permit application shall be deemed to have been approved by the Commission. If all other requirements of the City have been met, the City shall authorize a permit for the proposed work. No permit shall be issued and no work commenced in the event the Commission disapproves the Site Alteration Permit.

### **§ 156.09 APPEAL TO THE CITY COUNCIL.**

The Commission, in any written decision denying a permit application shall advise the applicant of the right to appeal to the City Council and shall include a copy of this section in all such written decisions. The appeal must be brought within ten (10) working days of the date of the Commission's recommendations or decision.

The appeal shall be deemed perfected upon receipt by the City Clerk/Treasurer, or authorized city representative, of the notice of appeal and statement setting forth the grounds for the appeal. The City Clerk/Treasurer shall transmit a copy of the notice of appeal and statement to the City Council and a copy to the Commission. The City Council may overturn or modify the Commission's recommendations and/or decision by a three-fifths vote of all members of the City Council.

### **§ 156.010 EMERGENCY REPAIR PERMIT**

In emergency situations where immediate repair is needed to protect the safety of a building or structure and its inhabitants, the City Clerk/Treasurer and/or designated City building official may approve the repair without prior Commission action. When an emergency repair permit is issued pursuant to this section, the City Clerk/Treasurer shall immediately notify the Commission of its action and specify the facts or condition constituting the emergency situation.

### **§ 156.011 ENFORCEMENT**

In case any building or structure subject to the regulation of this Chapter is to be erected or constructed, reconstructed, altered, repaired, converted, maintained, moved, or

subjected to demolition in violation of this Chapter, the Chairman of the P&Z may, in addition to any other remedies:

a) Institute civil action for injunctive relief to stop, prevent, or abate a violation of this ordinance.

b) Issue a stop work order to prevent a continuing violation of this Chapter.

Work which proceeds in violation of this Chapter, in contravention of a stop work order, or in disregard of a court ordered injunction, shall be a public nuisance subject to the remedies available to the City under its public nuisance ordinances.

#### **§ 156.012 ADDITIONAL POWERS AND DUTIES OF THE COMMISSION.**

a) The Commission shall work in cooperation with the Meeker County Area Historical Society to fulfill the requirements of this Chapter.

b) The Commission shall ensure that annual reports are prepared by October 31st of each year as required in accordance with Minnesota Statutes §471.193 Subd. 6 for submission to the Minnesota State Historic Preservation Office and shall file copies with the Dassel City Administrator for distribution to the City Council.

c) The Commission shall periodically review the historic survey and update it as appropriate. This historic survey and updates thereto shall be maintained by the City Clerk/Treasurer at City Hall.

d) The Commission shall work for the continuing education of the citizens of Dassel focusing on civic and architectural heritage of the City.

e) The Commission may recommend to the City the acceptance of gifts and contributions for historic preservation, and work with the City staff in the preparation of applications for grants and other funding for the purpose of historic preservation.

i) On or before December 1 of each year, the Commission shall submit to the City Council for approval a proposed budget for Commission operations during the upcoming fiscal year.

#### **§ 156.013 REPOSITORY OF DOCUMENTS**

The office of the City Clerk /Treasurer is designated as the repository for at least one copy of all studies, reports, recommendations and programs required under this section. It is recommended that a second copy be kept with the Dassel Area Historical Society. These files will be maintained in accordance with Minnesota Statutes §138.17.

#### **§ 156.014 RECORDING OF HERITAGE PRESERVATION SITES.**

The office of the City Clerk/Treasurer shall record or file with the Meeker County recorder the legal description of all landmarks and historic resources located within an historic district of the City of Dassel.

This ordinance shall be in full force and effect thirty (30) days from and after its passage and publication<sup>127</sup> according to law.

Passed by the City Council of the City of Dassel, Minnesota, this 15th day of April, 2019.

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

**July 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

Air conditioning issues – resolved.

Landskaping will be doing the spring and fall work around building  
Looking at some other areas of landscaping concerns  
Volunteer mowing lawn

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

**Programs, Music, Theatre  
Scheduled**

**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**

**Elaine Nordlie – Norwegian Celebration, 200<sup>th</sup> Anniversary of the Start of Norwegian  
Emigration Oct. 11, 9 am  
Rosemaling classes, Paper heart making, Straw Ornaments, Lunch,  
Displays or exhibits**

## **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

Might be changing the date due to Fungus' interest in performing on level 3

**From:** Dassel Area Historical Society <janis-dasselhs.org@shared1.ccsend.com>  
**Sent:** Friday, July 18, 2025 10:24 AM  
**To:** Renee Eckerly  
**Subject:** Welcome to DAHS news



**Like, follow and share the Dassel Area Historical Society's Facebook page for more news and information!**

---



**Research your roots and community at the Dassel History Center**

If you're searching for someone with a Dassel-area connection, chances are you can find what you're looking for in the History Center archives. Or, if you just like learning about times gone by, stop in and read the Dassel newspapers beginning in 1893, with original newspapers in bound books and on microfilm.

Users can search for specific people and events through books and on-line genealogy sites such as [Ancestry.com](https://www.ancestry.com). History buffs can also search local cemeteries, obituaries, church memberships, school records and some census

records.

Sleuths can dig into Meeker County plat maps, photographic collections, cemetery records, and indexes of community businesses, organizations, sports teams, politics and more.

Find out more about all our research services [here](#), then contact us at 320-275-3077 or [dahs@dassel.com](mailto:dahs@dassel.com) for more information or to make an appointment.

---



The 1960s were a decade of social, political and cultural change, that rippled across the U.S. and into Dassel.

We're exploring the creation of a new exhibit based on **your** Dassel-area memories from 1966 to 1969. Do you have pictures of the latest

fashions, a special car, a school event or a family get-together? We're interested!

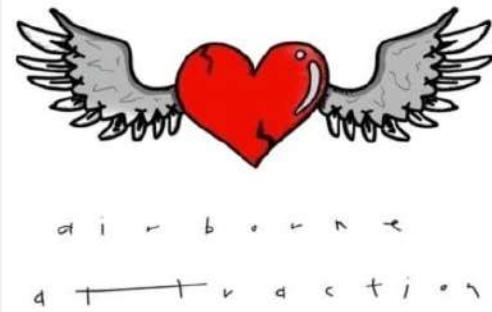
How about your favorite movie, music, food or entertainment? Who was your favorite Beatle? What was parenting like before the time of disposable diapers? Do you have a memory as a soldier? What was farming like? Did you watch the Apollo 11 moon landing? The sky is the limit so let us know what you have!

Write a story of 350 words or less or loan us your digital pictures by emailing them with a short description to [DasselHistoryCenter@gmail.com](mailto:DasselHistoryCenter@gmail.com) or dropping them off at the History Center. All items will be returned after they have been scanned.

This is your exhibit, so let's all have some fun remembering the '60s!

**Events at the Dassel History Center**

**Sue Davies**  
**Intuitive Earth Escape**  
**July 19-August 2**  
**Exhibit of new nature series**  
**Dassel History Center**  
**Level Two**

**Return engagement!** Each musician of this talented group from the Dassel-Cokato area contributes vocals of classic tunes by Bill Withers, Elton John, The Beatles and The Charlie Daniels Band, all performed on a variety of instruments.

**Airborne Attraction**  
**Thursday, August 7, 7pm**  
**Admission: \$10**  
**Snacks and cash bar available**



**The boys are back!** The Crow River String Band plays a blend of bluegrass, gospel and country music, interspersed with a few stories from the good old days. Their music is performed in bluegrass style on multiple instruments.

**Crow River String Band**  
**Saturday, August 16, 6:30 pm**  
**Admission: \$15**

**"Like" us on Facebook by clicking the icon below!**



Dassel Area Historical Society | 901 1st Street North PO Box D | Dassel, MN 55350 US

[Unsubscribe](#) | [Update Profile](#) | [Constant Contact Data Notice](#)



Try email marketing for free today!

## Liquor Store

	Cost of Good		Gross Profit		Growth %	2024	2023	2022	2021	2020	2019	
	2025 Gross Sales	Sold	Gross Profit	%								
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	\$ 98,177.71	\$ 71,067.41	\$ 27,110.30	28%	-13%	\$ 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	\$ 539,262.85	\$ 388,745.45	\$ 150,517.40	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%

Still Accepting Applications and conducting interviews  
 Slowing down on purchasing inventory as sales slumped slightly in June  
 Rotating out displays to promote the different on-going Summer sales

Please contact me with any question and concerns  
 Thank you

Heather Moy

# City of Dassel Calls for June 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	5.56%	20,000.00	250,000.00	270,000.00	100.00%
<b>Total: 1</b>		<b>Total: 5.56%</b>	<b>Total: 20,000.00</b>	<b>Total: 250,000.00</b>	<b>Total: 270,000.00</b>	<b>Total: 100.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
3009 - Person Down	1	5.56%				
321 - EMS call, excluding vehicle accident with injury	10	55.56%				
<b>Total: 11</b>		<b>Total: 61.11%</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): 4 - Hazardous Condition (No Fire)</b>						
412 - Gas leak (natural gas or LPG)	2	11.11%				
<b>Total: 2</b>		<b>Total: 11.11%</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): 5 - Service Call</b>						
551 - Assist police or other governmental agency	1	5.56%				
<b>Total: 1</b>		<b>Total: 5.56%</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>						
743 - Smoke detector activation, no fire - unintentional	1	5.56%				
<b>Total: 1</b>		<b>Total: 5.56%</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): 8 - Severe Weather &amp; Natural Disaster</b>						
815 - Severe weather or natural disaster standby	2	11.11%				
<b>Total: 2</b>		<b>Total: 11.11%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Total: 18</b>		<b>Total: 100.00%</b>	<b>Total: 20,</b>			

# Total Calls for June 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	3.85%	20,000.00	250,000.00	270,000.00	100.00%
<b>Total: 1</b>		<b>Total: 3.85%</b>	<b>Total: 20,000.00</b>	<b>Total: 250,000.00</b>	<b>Total: 270,000.00</b>	<b>Total: 100.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
3009 - Person Down	1	3.85%				
321 - EMS call, excluding vehicle accident with injury	16	61.54%				
322 - Motor vehicle accident with injuries	1	3.85%				
<b>Total: 18</b>		<b>Total: 69.23%</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): 4 - Hazardous Condition (No Fire)</b>						
412 - Gas leak (natural gas or LPG)	2	7.69%				
<b>Total: 2</b>		<b>Total: 7.69%</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): 5 - Service Call</b>						
551 - Assist police or other governmental agency	1	3.85%				
<b>Total: 1</b>		<b>Total: 3.85%</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	1	3.85%				
<b>Total: 1</b>		<b>Total: 3.85%</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>						
743 - Smoke detector activation, no fire - unintentional	1	3.85%				
<b>Total: 1</b>		<b>Total: 3.85%</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): 8 - Severe Weather &amp; Natural Disaster</b>						
815 - Severe weather or natural disaster standby	2	7.69%				
<b>Total: 2</b>		<b>Total: 7.69%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Total: 26</b>		<b>Total: 100.00%</b>	<b>Total: 20,000.00</b>			

# Public Works Director Report

July 2025

## Street Department:

- We have been street sweeping as needed.
- Working with MNDOT on sidewalk and road project.
- We have been out Vacing and jetting storm sewer lines and basins along highway 12 while MNDOT has it closed. We are mostly complete with them. We will be moving on to the storm vectors after highway 12 is complete. A few of them will depend on weather and ground condition.
- We have begun painting curbs and crosswalks. We are currently working on the south side of the tracks.
- We will be changing the parking around Fire Hall in next couple weeks.
- We received the parts for the crosswalk sign on 12. Will be completing the updates and having MNDOT install it.
- We have been out pothole patching and getting some problem areas taken care of.
- We have been out grading gravel areas and also maintaining areas that have been used as detours around tracks.

## Water Dept.

- The RPZ at the Water Plant has been replaced by Servine Plumbing. All other City owned RPZ have been inspected also per annual requirement.
- We have been busy doing one calls for the MNDOT and fiber projects in town.
- Continuing to monitor and sample as needed.
- I have been reaching out to a couple Water Tower Cleaning companies. Looking to get prices on have exterior of the tower cleaned. Looking to possibly get done in a couple years. It was recommended when we had the tower inspected.

## Sewer Dept.

- We had Team Lab out to sonar the ponds. This is to get an idea of the sludge level we have. We are in excellent condition less than a 10% level in all ponds. We will continue to treat as we have been doing for last couple years. This is great news and the report is attached.
- Lift pump at 5<sup>th</sup> St lift needs to be replaced. Attached is estimate for new and rebuilt options. Current pump is 15-20 years old and rebuilt would only come with a 1 year warranty. I would recommend the new option that comes with a 5 year warranty. Would like to take from 602-49450-500

- We have been spraying when weather allows. With all the rain we have been getting we have been running late into the night when we can spray to get the water out.
- When the company comes to replace the pump we will have them finish repairing some electrical components that have been giving us some issues.
- We are around 90% complete with the siding at the Main Lift station. It has taken a lot longer than planned due to other projects.
- We will be having Algren Electric out to look at one of the Pivots due to electrical issue.
- Have been spraying weeds at ponds.

## **Equipment**

- We have completed replacing the grates for the Red Rooster Days Chicken Feed. We have begun replacing it on the baskets now.
- We had Macqueen out to do some training with our Jetting Truck.
- We had the Vac/Jet truck at DC Diesel to have the alternator and some wiring issues repaired.
- Continuing to do regular maintenance and repairs on all equipment.

## **Parks**

- We have completed dirt work at Summit Park as long as the motion passes we will be getting hydro seeding completed.
- Wimmer Tree service is set up to come remove trees that were approved at last meeting. We are just waiting for the ground to dry up a little.
- We have been bringing in surface material for all the playgrounds.

## **Building/Property**

- We have completed repairing the handrail at City Hall. We also did some painting of doors and entry ways.
- We are waiting for MNDOT to be completed to have Landskaping come and install the irrigation and sod. Servine Plumbing has installed all components for them.
- We have completed dirt work at City Shop from the water line repair. Will be getting seeded.
- I did a walk through with league insurance of all city properties for insurance purposes.
- We have been out spraying weeds in the downtown areas.

# TEAM LAB

High Performance Sonar Sludge Survey Boat

Team Laboratory Chemical Co.  
PO Box 1467  
Detroit Lakes, MN 56501

Marc Hartman, Sales Rep  
218-841-5172  
marc@teamlab.net

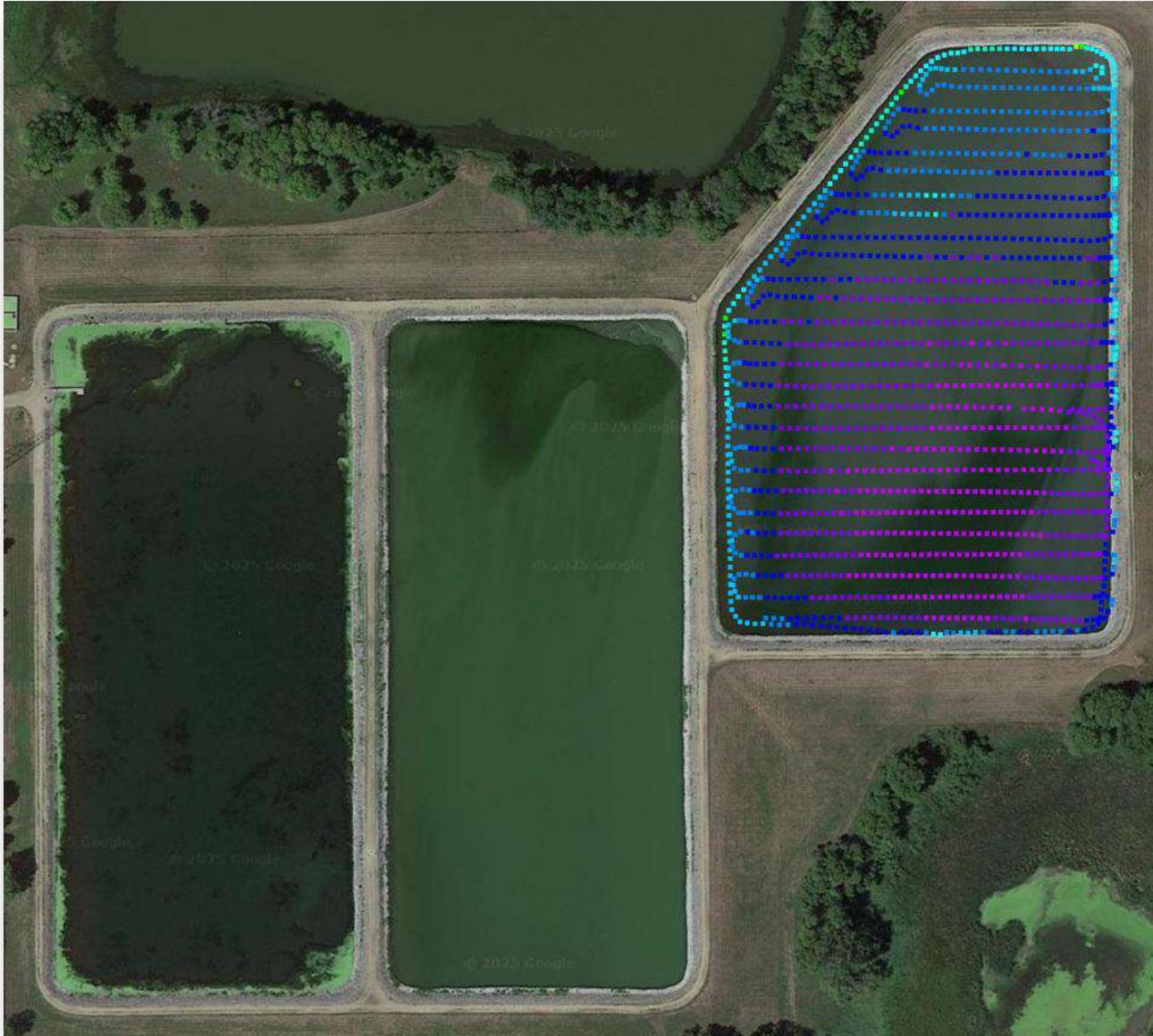
City of Dassel  
Attention: Kyle Moy

Pond Tested	Primary 1
Date of Sonar Testing	May 21 <sup>st</sup> , 2025
Tested Pond Acreage	7.639 acres
Sampled Water Depth	6.16'
Total Pond Volume (gallons)	15,332,278 gal

Volume of Sludge (gallons)	2,159,335 gal
Volume of Sludge (Cy)	10,691 cy
Average Depth of Sludge	1.04' (12.48")
Percentage of Sludge / Loss of Storage Capacity	14%
Avg. Cost of Sludge Removal (11¢/gal)	\$237,526.85

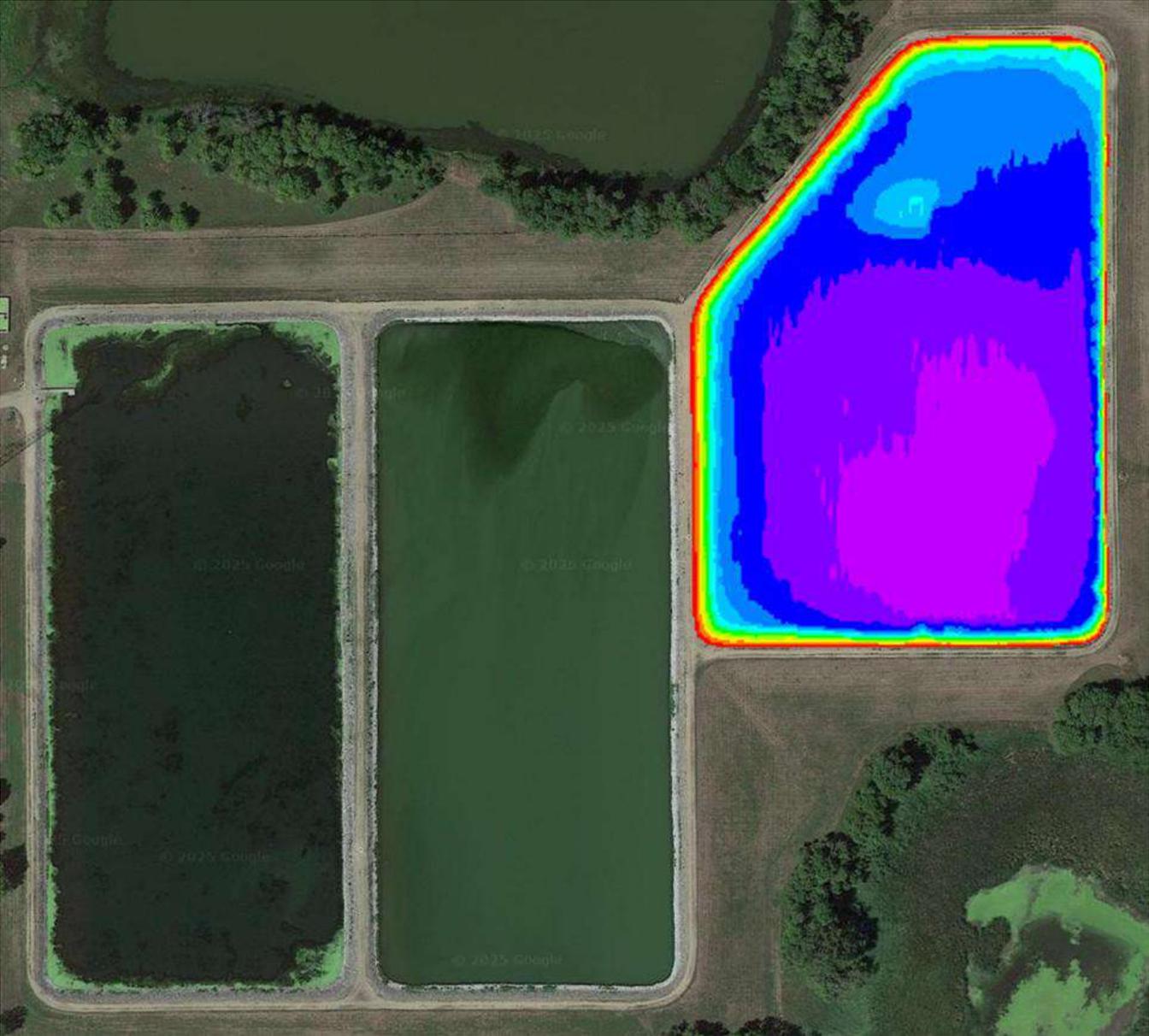
Team Lab Sonar Sludge Survey  
City of Dassel, MN, Primary 1  
Average Depth of Sludge: 1.04' (12.48")  
Date of Survey: May 21<sup>st</sup>, 2025

## Sonar Boat Data Path



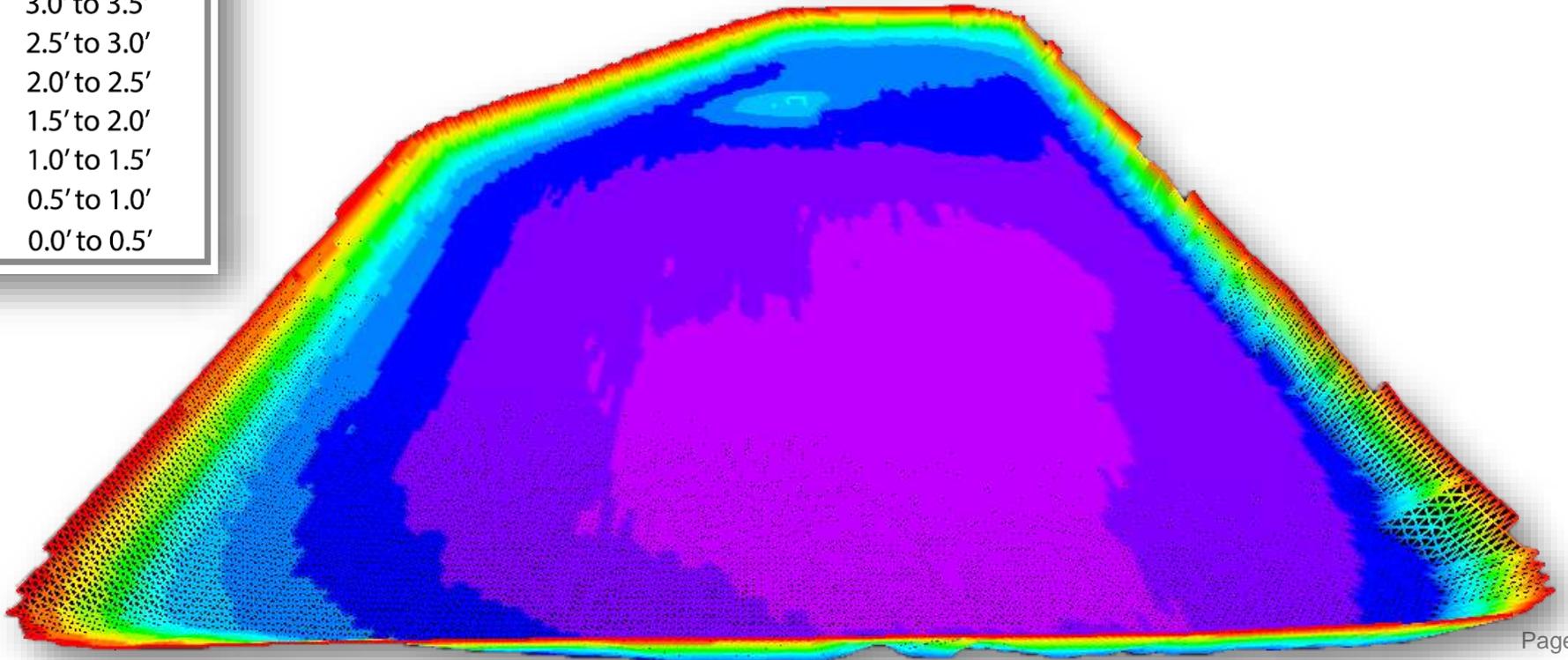
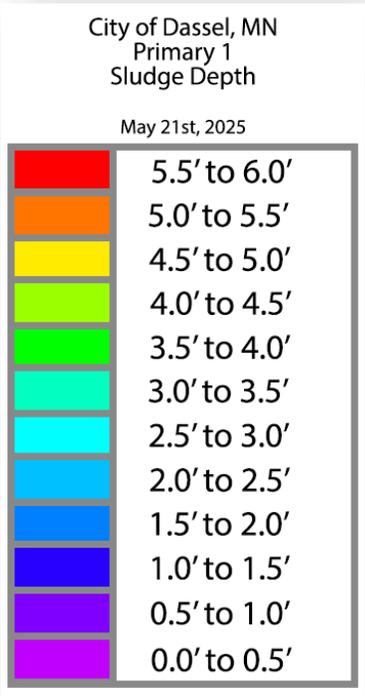
Team Lab Sonar Sludge Survey  
City of Dassel, MN, Primary 1  
Average Depth of Sludge: 1.04' (12.48")  
Date of Survey: May 21<sup>st</sup>, 2025

# Pond Map



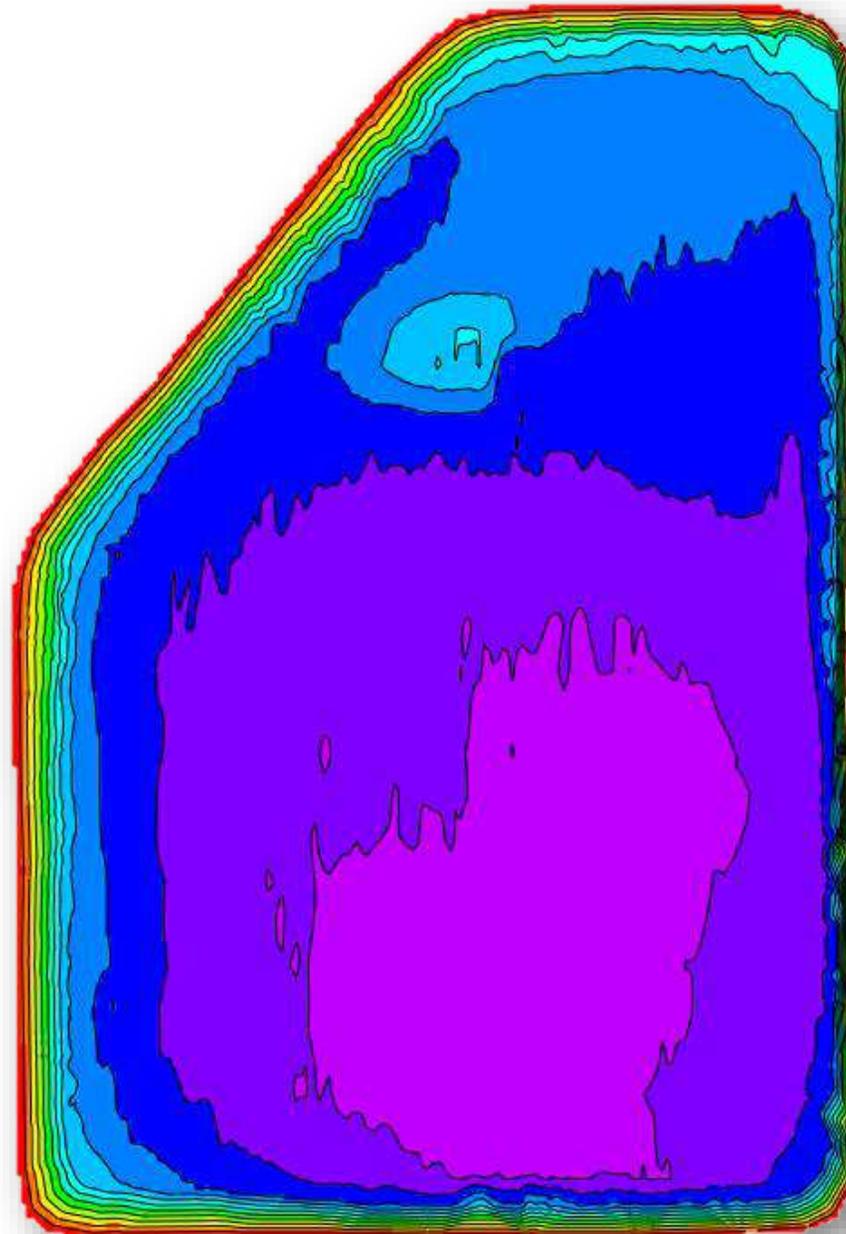
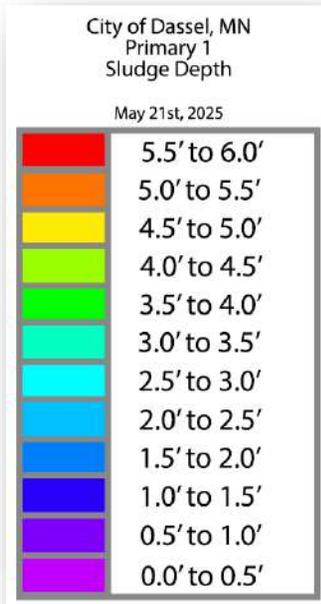
Team Lab Sonar Sludge Survey  
City of Dassel, MN, Primary 1  
Average Depth of Sludge: 1.04' (12.48")  
Date of Survey: May 21<sup>st</sup>, 2025

## 3D Pond View



Team Lab Sonar Sludge Survey  
City of Dassel, MN, Primary 1  
Average Depth of Sludge: 1.04' (12.48")  
Date of Survey: May 21<sup>st</sup>, 2025

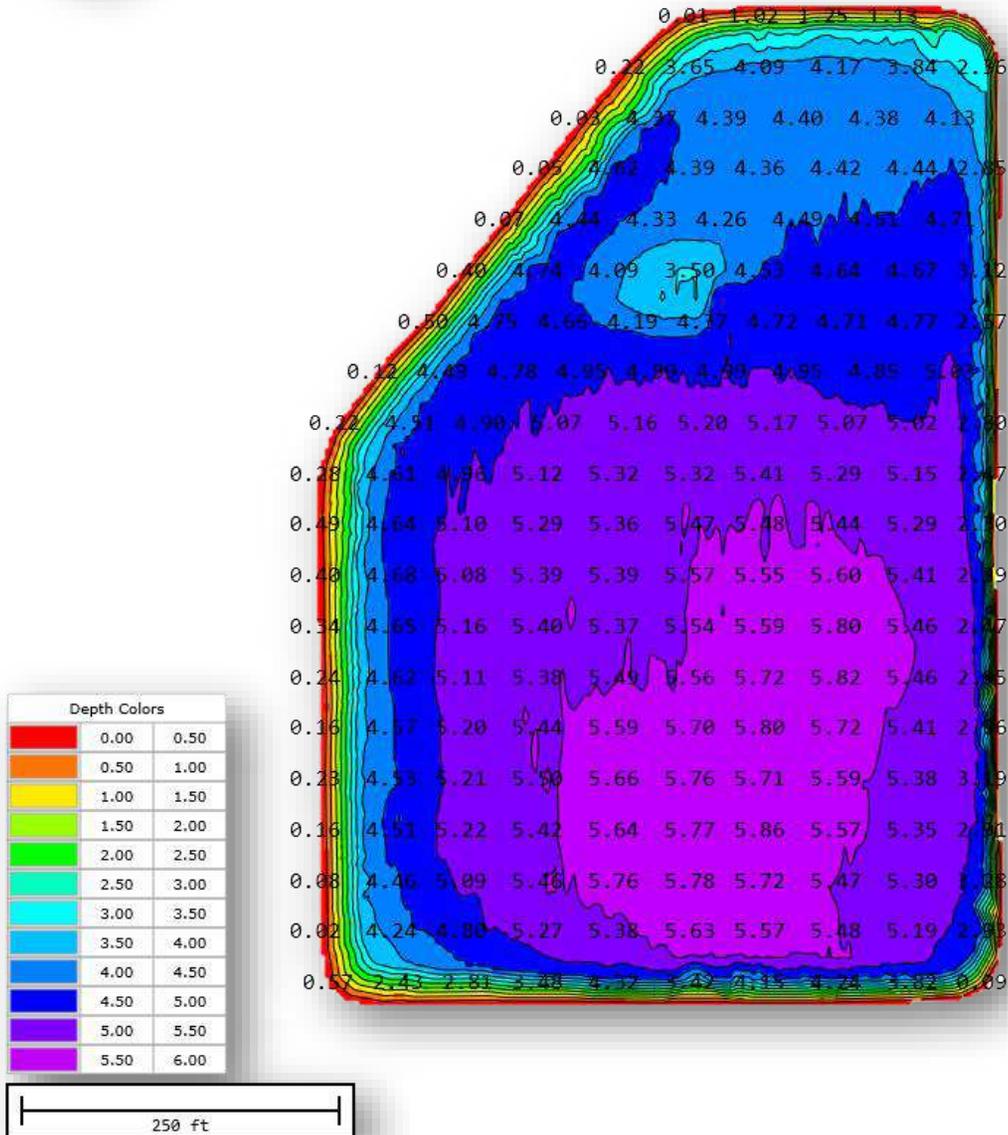
## Contour Map



Team Lab Sonar Sludge Survey  
 City of Dassel, MN, Primary 1  
 Average Depth of Sludge: 1.04' (12.48")  
 Date of Survey: May 21<sup>st</sup>, 2025



# Water Depth



# TEAM LAB

High Performance Sonar Sludge Survey Boat

Team Laboratory Chemical Co.  
PO Box 1467  
Detroit Lakes, MN 56501

Marc Hartman, Sales Rep  
218-841-5172  
marc@teamlab.net

City of Dassel  
Attention: Kyle Moy

Pond Tested	Primary 2
Date of Sonar Testing	May 21 <sup>st</sup> , 2025
Tested Pond Acreage	7.418 acres
Sampled Water Depth	6.25'
Total Pond Volume (gallons)	15,106,238 gal

Volume of Sludge (gallons)	1,399,621 gal
Volume of Sludge (Cy)	6930 cy
Average Depth of Sludge	0.75' (9.0")
Percentage of Sludge / Loss of Storage Capacity	10%
Avg. Cost of Sludge Removal (11¢/gal)	\$139,962.10

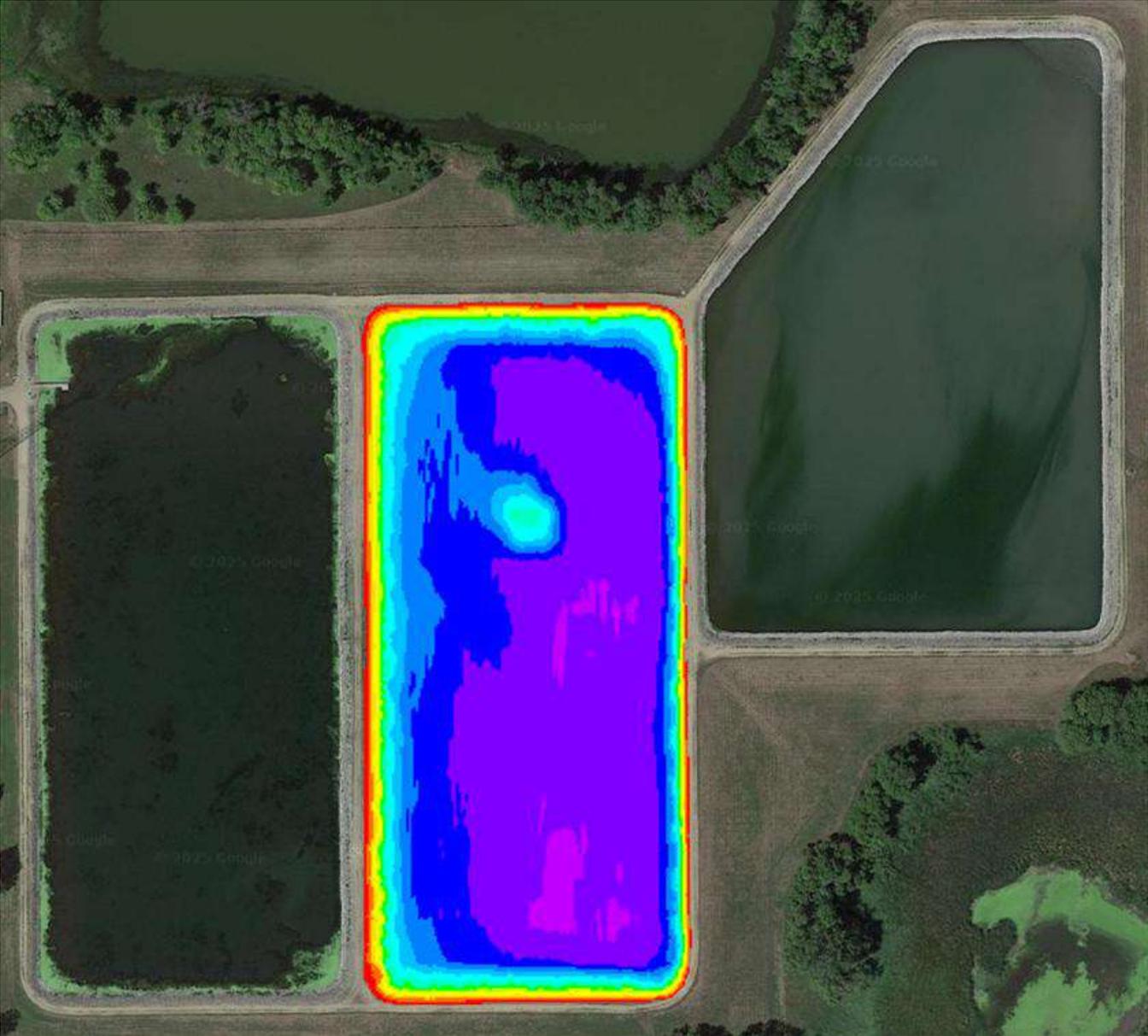
Team Lab Sonar Sludge Survey  
City of Dassel, MN, Primary 2  
Average Depth of Sludge: 0.75' (9.00")  
Date of Survey: May 21<sup>st</sup>, 2025

## Sonar Boat Data Path



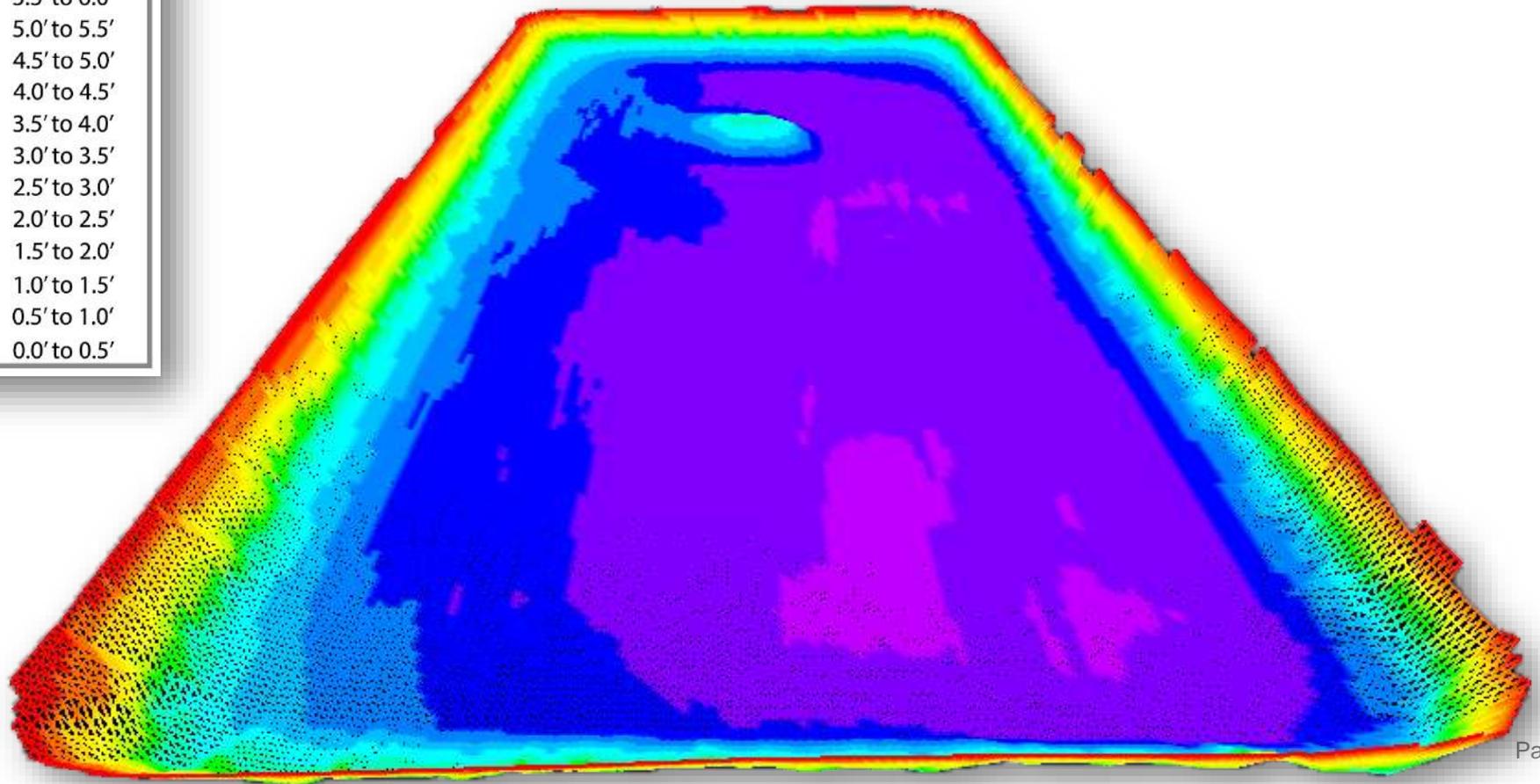
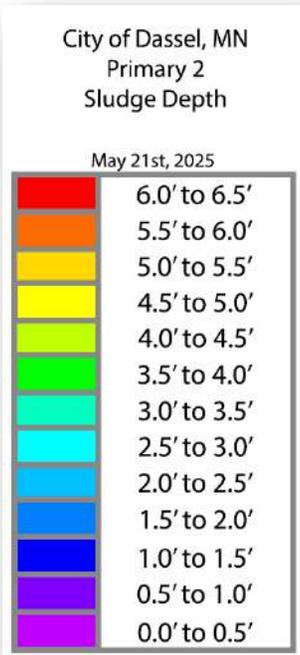
Team Lab Sonar Sludge Survey  
City of Dassel, MN, Primary 2  
Average Depth of Sludge: 0.75' (9.00")  
Date of Survey: May 21<sup>st</sup>, 2025

# Pond Map



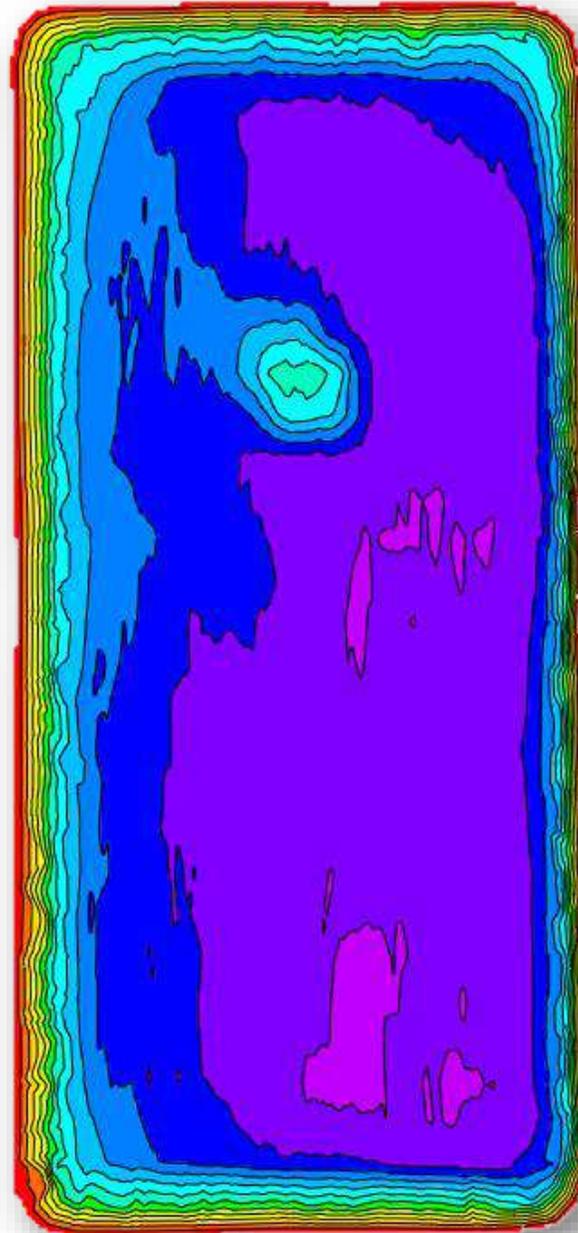
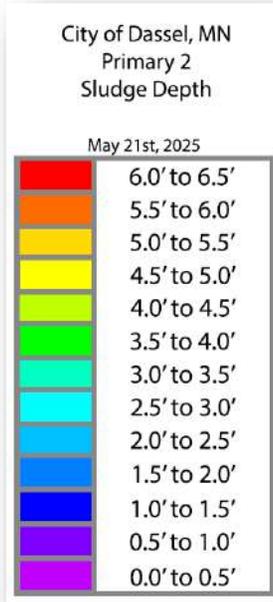
Team Lab Sonar Sludge Survey  
City of Dassel, MN, Primary 2  
Average Depth of Sludge: 0.75' (9.00")  
Date of Survey: May 21<sup>st</sup>, 2025

## 3D Pond View



Team Lab Sonar Sludge Survey  
City of Dassel, MN, Primary 2  
Average Depth of Sludge: 0.75' (9.00")  
Date of Survey: May 21<sup>st</sup>, 2025

## Contour Map

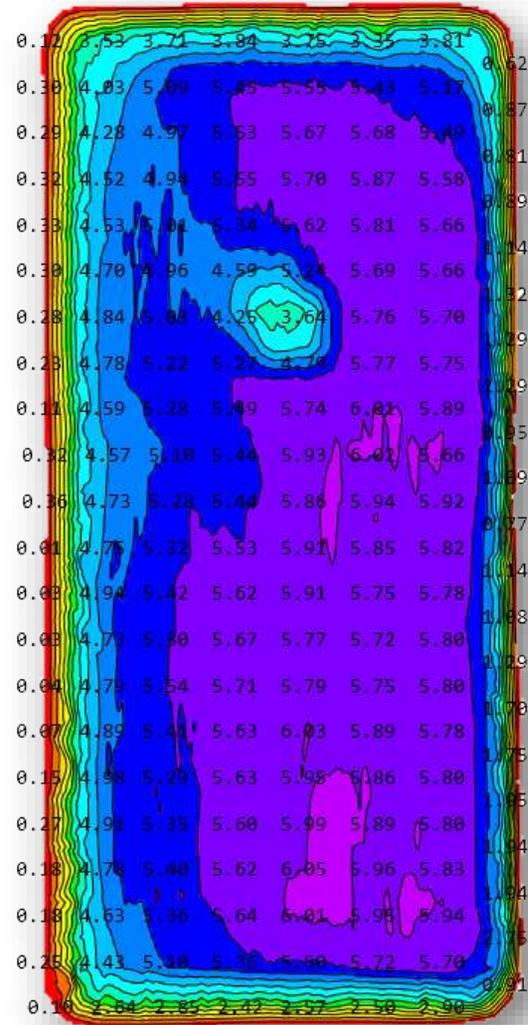
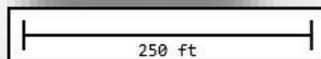


Team Lab Sonar Sludge Survey  
 City of Dassel, MN, Primary 2  
 Average Depth of Sludge: 0.75' (9.00")  
 Date of Survey: May 21<sup>st</sup>, 2025



# Water Depth

Depth Colors	
	0.00 0.50
	0.50 1.00
	1.00 1.50
	1.50 2.00
	2.00 2.50
	2.50 3.00
	3.00 3.50
	3.50 4.00
	4.00 4.50
	4.50 5.00
	5.00 5.50
	5.50 6.00
	6.00 6.50



# TEAM LAB

High Performance Sonar Sludge Survey Boat

Team Laboratory Chemical Co.  
PO Box 1467  
Detroit Lakes, MN 56501

Marc Hartman, Sales Rep  
218-841-5172  
marc@teamlab.net

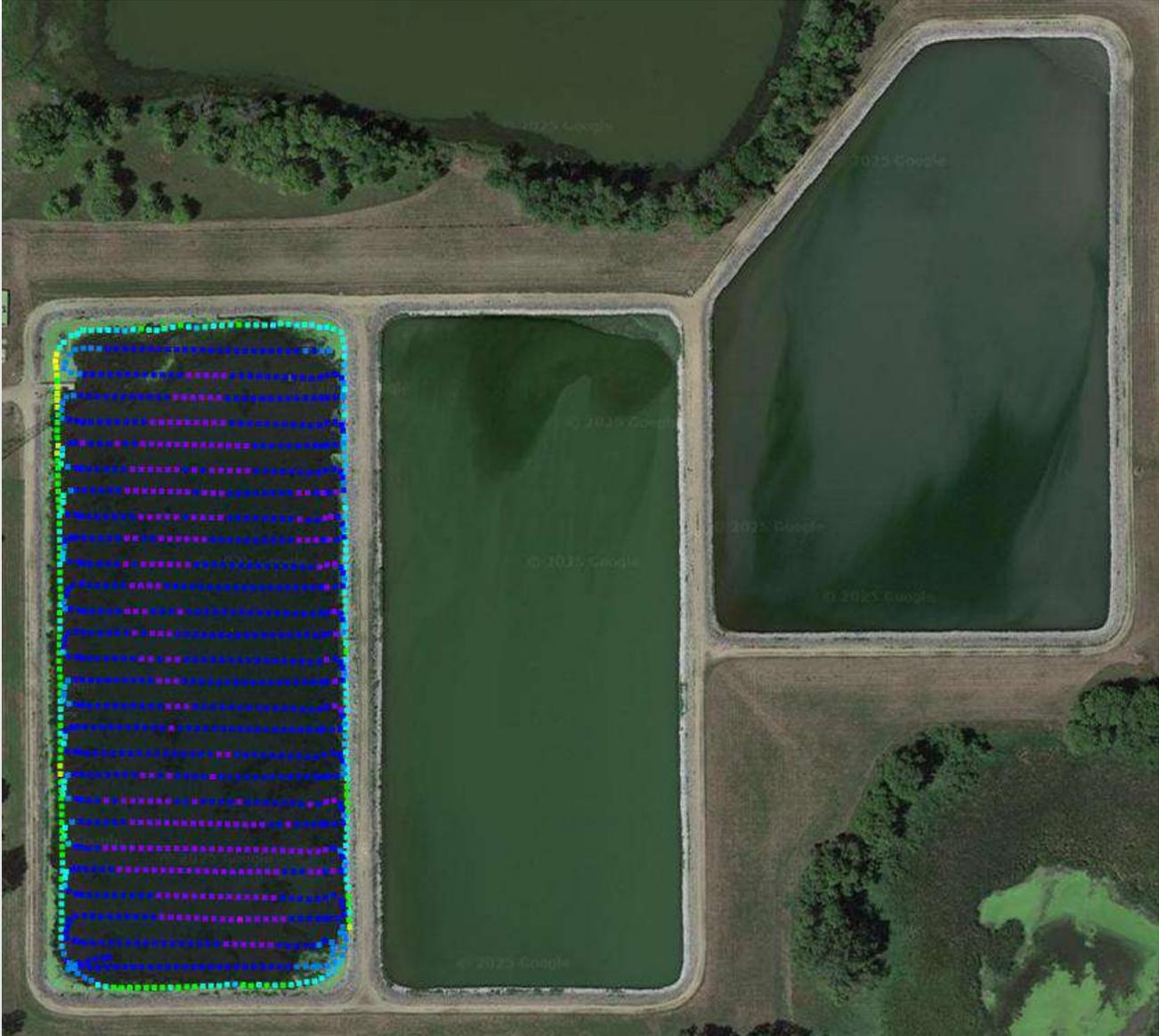
City of Dassel  
Attention: Kyle Moy

Pond Tested	Secondary 1
Date of Sonar Testing	May 21 <sup>st</sup> , 2025
Tested Pond Acreage	7.479 acres
Sampled Water Depth	6.25'
Total Pond Volume (gallons)	15,230,460 gal

Volume of Sludge (gallons)	1,586,796 gal
Volume of Sludge (Cy)	7,856 cy
Average Depth of Sludge	0.83' (9.96")
Percentage of Sludge / Loss of Storage Capacity	11%
Avg. Cost of Sludge Removal (11¢/gal)	\$174,547.56

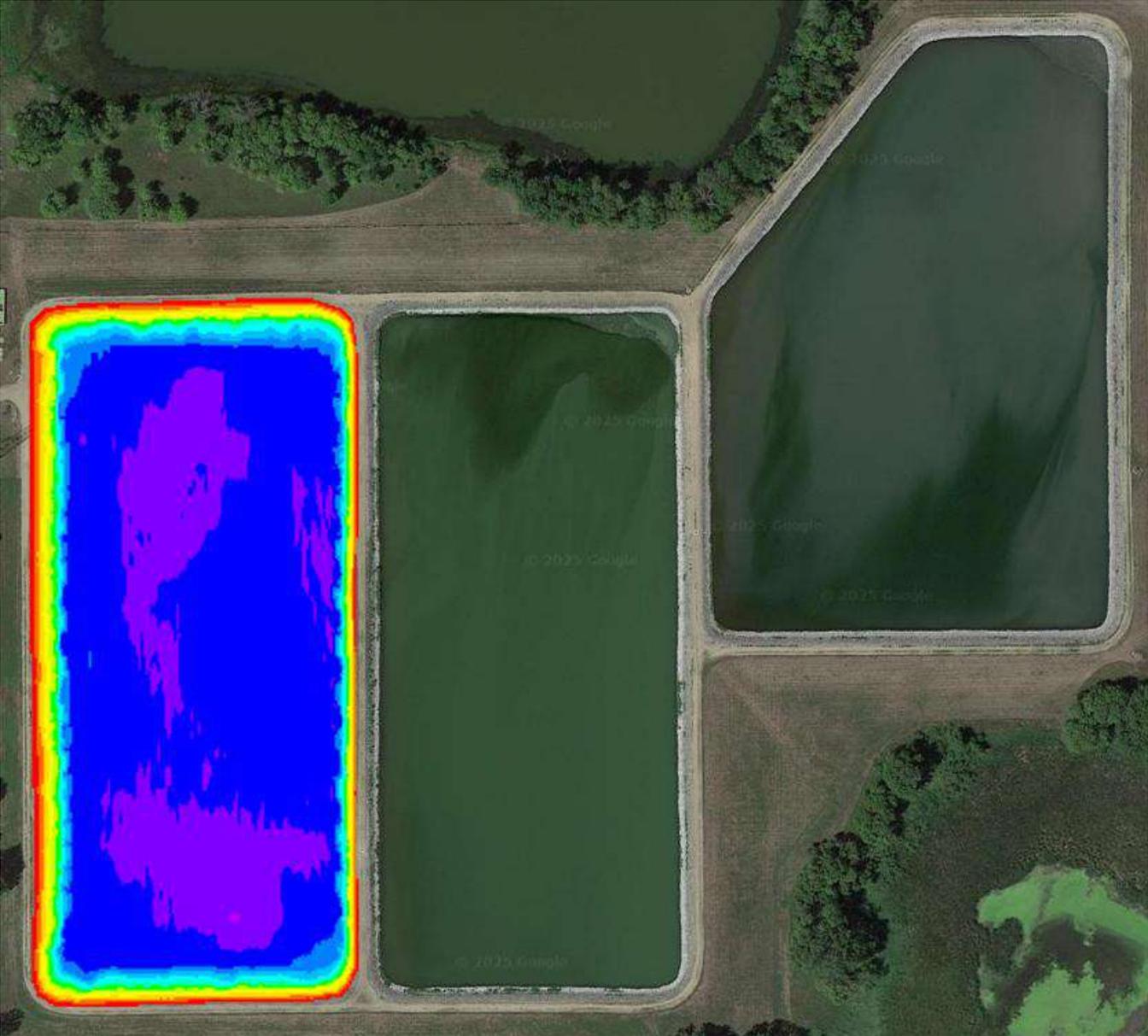
Team Lab Sonar Sludge Survey  
City of Dassel, MN, Secondary 1  
Average Depth of Sludge: 0.83' (9.96")  
Date of Survey: May 21<sup>st</sup>, 2025

## Sonar Boat Data Path



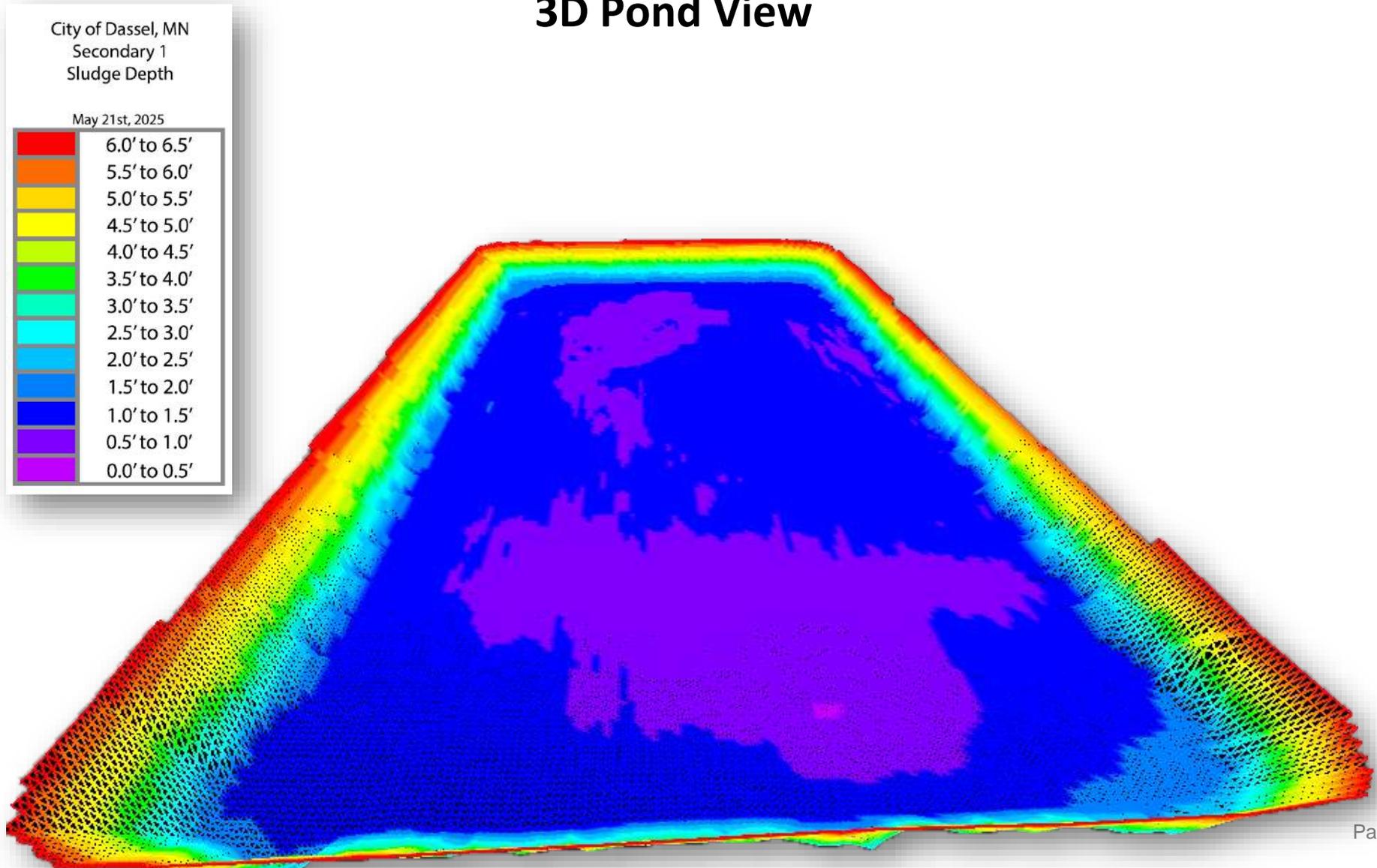
Team Lab Sonar Sludge Survey  
City of Dassel, MN, Secondary 1  
Average Depth of Sludge: 0.83' (9.96")  
Date of Survey: May 21<sup>st</sup>, 2025

# Pond Map



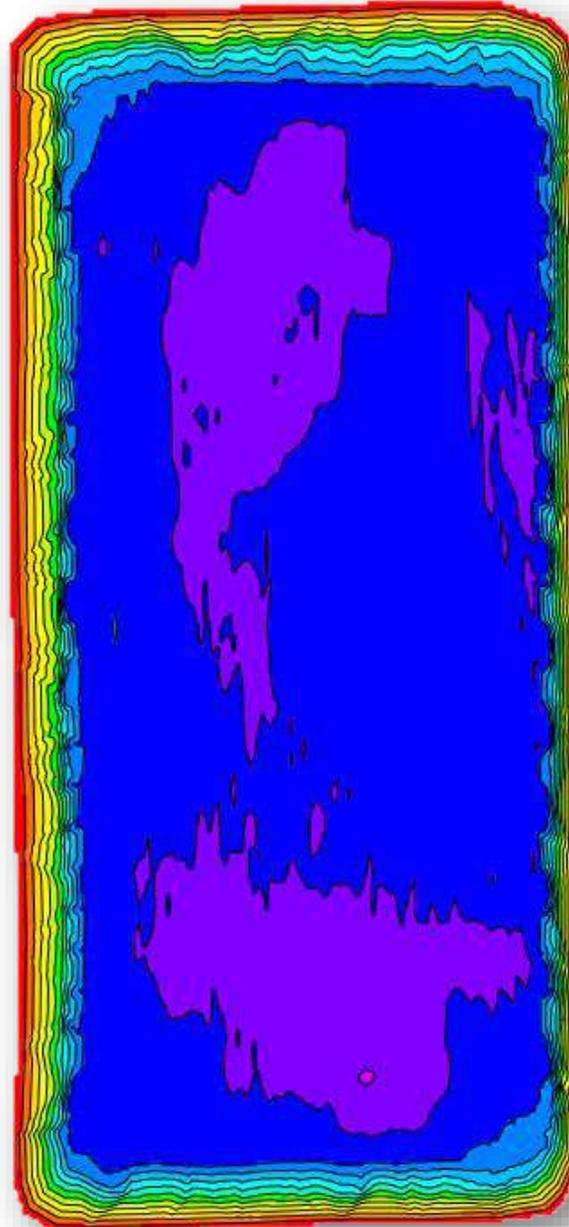
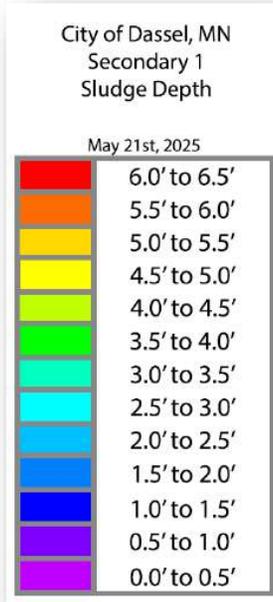
Team Lab Sonar Sludge Survey  
City of Dassel, MN, Secondary 1  
Average Depth of Sludge: 0.83' (9.96")  
Date of Survey: May 21<sup>st</sup>, 2025

## 3D Pond View



Team Lab Sonar Sludge Survey  
City of Dassel, MN, Secondary 1  
Average Depth of Sludge: 0.83' (9.96")  
Date of Survey: May 21<sup>st</sup>, 2025

## Contour Map

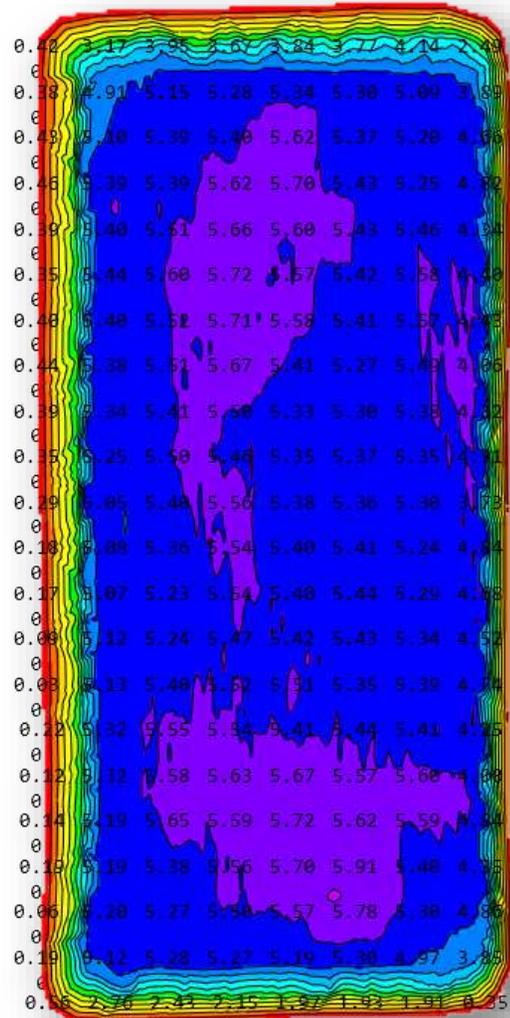
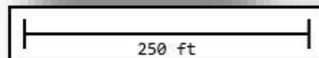


Team Lab Sonar Sludge Survey  
 City of Dassel, MN, Secondary 1  
 Average Depth of Sludge: 0.83' (9.96")  
 Date of Survey: May 21<sup>st</sup>, 2025



# Water Depth

Depth Colors	
Red	0.00 - 0.50
Orange	0.50 - 1.00
Yellow	1.00 - 1.50
Light Green	1.50 - 2.00
Green	2.00 - 2.50
Light Blue	2.50 - 3.00
Cyan	3.00 - 3.50
Blue	3.50 - 4.00
Dark Blue	4.00 - 4.50
Indigo	4.50 - 5.00
Violet	5.00 - 5.50
Purple	5.50 - 6.00
Dark Purple	6.00 - 6.50



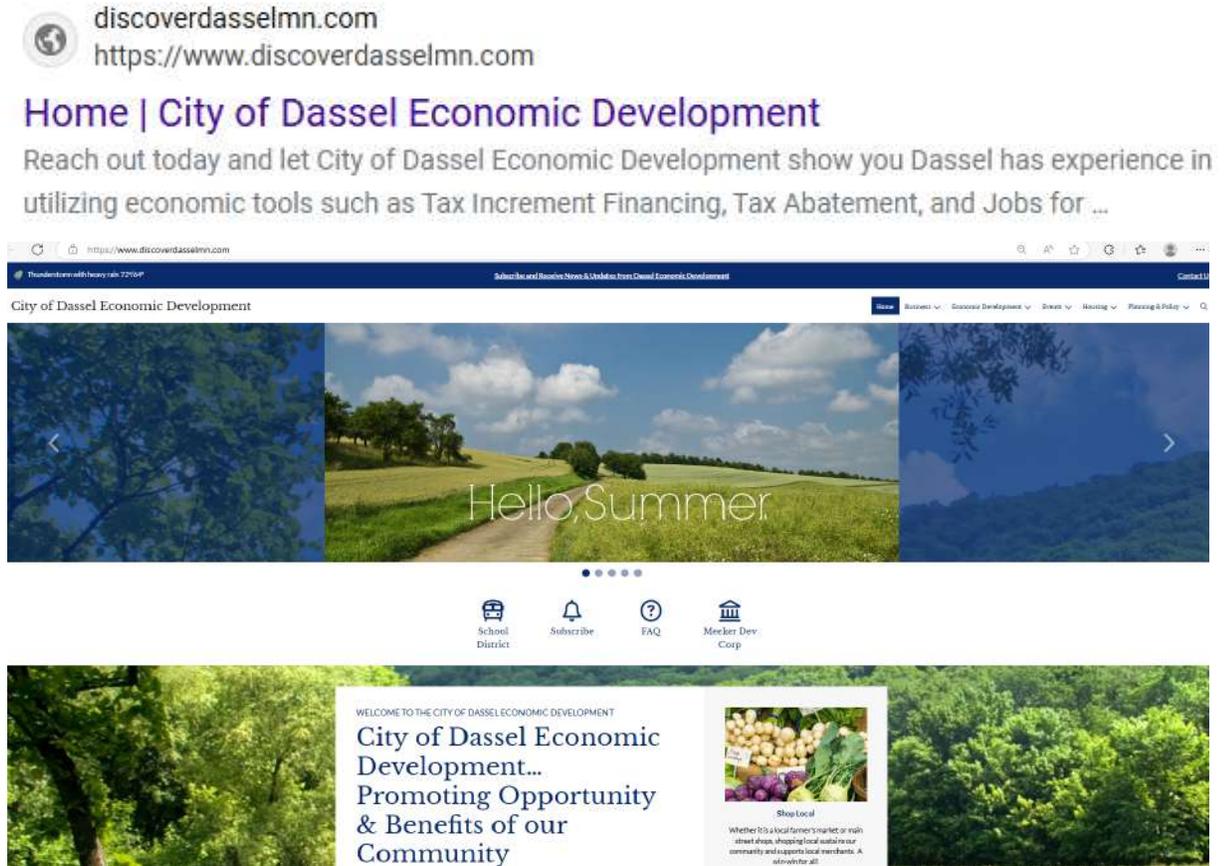
# City Administrator July 2025 Report

## Other Events:

1. Coalition of Greater MN Cities – Regional Meeting, Thurs. Aug 7, 2025, Willmar

## Other Items

1. I had training and started developing the City of Dassel Economic Development website. The domain name is discoverdasselmn.com



2. Tracey Bergum, City Clerk-Treasurer attended the League of MN Cities conference and learned about the North Star Story Map website along with much more. She gathered the information and now the Mushroom Building is one of the travel sites on the map. See attachment.
3. Administrative staff has been working a lot on Red Rooster Days celebration. The Committee needs at least 35-40 volunteers for the Labor Day weekend. We have achieved getting new people to take over the duties of the Red Rooster Bike ride and Walk/Run. Anyone interested in helping with chicken dinner, bike ride, walk/run please call city hall.
4. I attended the following meeting: DAHS meeting, Municipal Impact website training, EDAM – Legislative Session Update, Planning Commission meeting, Department Head meeting, Bill Ward regarding the Heritage Preservation Committee, Mari Pieti regarding the Lake Association Meeting and Joint Trail meeting
5. I held a meeting on 2<sup>nd</sup> Street with Jeremy Alman, Pamela from Dassel Dental, Dave Johnson, Fire Chief, Deputy Jason Kelly, and Kyle Moy, Public Works

Director to try to resolve the parking issues on this street.

6. Kyle Moy and I gave the League of MN Cities Insurance Trust appraisal a tour of all the city property and buildings on July 8, 2025.
7. The City will be hosting with the Litchfield Chamber of Commerce a FREE training session on Paid Family leave with Stacey Neuhaus, Vinna Human Resources on Wednesday, July 23, 2025, from 7:30am to 10:30am. We still have room, if interested call city hall.

**Questions:**

1. **Schedule 2026 preliminary budget meeting. Preliminary budget is due to Meeker County on or before September 30, 2026.**

https://northstarstorymap.org/map/

# NORTH STAR STORY MAP

READ A STORY SHARE A STORY



COLLABORATIVE PARTNERS



North Star Story Map is a collaboration between the American Institute of Architects (AIA) Minnesota, Mill City Museum, and the Minnesota Historical Society. This collaboration is made possible by the Arts and Cultural Heritage Fund through the vote of Minnesotans on Nov 4, 2008; the fund is administered by the Minnesota Historical Society.

About Contact Accessibility Privacy Policy

## DASSEL MUSHROOM BUILDING

Dassel, MN

STORY BY TRACEY B

The building was constructed in 1931 by Louis Belin as a gasoline station, operated by his brother Walter Belin, until 1954. It was originally of cream color with brown shingles and red trim. The property was originally operated as the White Eagle Gas Station, then in 1945 became the Red Horse Mobil station. In following years, it has been a used car lot and a landscaping plant business (first site of Hummingbird Habitat.) Since 2005 it has been used to promote the Dassel History Center and as a gathering point and concession stand for local community events.



- Share via Email
- Share via Text
- Share via Facebook
- Share via Twitter
- Share via LinkedIn

return to story map

## Renee Eckerly

---

**From:** Coalition of Greater MN Cities <CGMC\_Communications@flaherty-hood.com>  
**Sent:** Monday, June 30, 2025 10:00 AM  
**To:** Renee Eckerly  
**Subject:** You're invited: Dinner & discussion with the CGMC at our Willmar Regional Meeting!

[View as a webpage](#)

June 30, 2025



## JOIN US FOR DINNER & LEGISLATIVE UPDATES IN WILLMAR ON AUGUST 7!

The Coalition of Greater Minnesota Cities (CGMC) is pleased to invite you to our Willmar Regional Meeting on August 7. Eat a delicious (and free!) meal, hear updates from the legislative session, and discuss the issues affecting your community with your colleagues and CGMC staff.

Willmar Regional Meeting

Thursday, August 7  
5:00pm to 6:30pm

[SIGN ME UP!](#)

CGMC lobbyists will share relevant updates on key issues like LGA, housing, EMS, economic development, and transportation. Then, we'll facilitate a group discussion - about the legislature or anything else. We'll ask you what's happening in your community and give you the chance to share what issues you're the most concerned about. Don't miss this opportunity to eat, learn, and share with the CGMC and other city leaders from throughout the region!

All elected officials and staff from CGMC member cities are invited, and there is no cost to attend. Click the button to sign up or for more information.

**REGISTER NOW**

## QUESTIONS?

Reach out to Emma Nelson at [ennelson@flaherty-hood.com](mailto:ennelson@flaherty-hood.com) or (651) 259-1936 with any questions about CGMC Regional Meetings!



*Copyright © 2025 Flaherty & Hood, P.A., All rights reserved.*

Visit us online at [greatermncities.org](http://greatermncities.org)

**Our mailing address is:**

Coalition of Greater Minnesota Cities  
525 Park St., Suite 470  
St. Paul, MN 55103

**Contact:** [contact@greatermncities.org](mailto:contact@greatermncities.org) or (651) 225-8840

This email was sent on behalf of the Coalition of Greater Minnesota Cities located at 525 Park Street, Suite 470, St. Paul, MN 55103. To unsubscribe click [here](#). If you have questions or comments concerning this email contact [CGMC\\_Communications@flaherty-hood.com](mailto:CGMC_Communications@flaherty-hood.com).



# 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 July 2, 2025

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
<b>911 Hang Up Total: 2</b>					
06/02/25 16:04:49	CFS25007245		125JK	911 Hang Up	Warning
06/04/25 03:31:18	CFS25007330		108ZL	911 Hang Up	Clear
<b>911 Mis Dial Total: 3</b>					
06/11/25 06:46:48	CFS25007735		812SH	911 Mis Dial	Clear
06/18/25 09:17:33	CFS25008070		812SH	911 Mis Dial	Clear
06/24/25 14:18:21	CFS25008427		816AM	911 Mis Dial	Clear
<b>Alarm Total: 3</b>					
06/11/25 01:51:42	CFS25007731		116BS	Alarm	Handled By Officer / Deputy
06/15/25 07:34:29	CFS25007914		110TB	Alarm	Handled By Officer / Deputy
06/22/25 12:18:56	CFS25008315		122EA	Alarm	Clear
<b>Animal - Dog Total: 1</b>					
06/02/25 17:27:54	CFS25007261		125JK	Animal - Dog	Clear
<b>Arrest Warrant Total: 1</b>					
06/06/25 19:46:55	CFS25007492		128SB	Arrest Warrant	Arrest
<b>Civil Total: 3</b>					
06/13/25 15:23:15	CFS25007825		128SB	Civil	Clear
06/23/25 15:20:48	CFS25008384		128SB	Civil	Assisted
06/27/25 15:20:31	CFS25008560		120ND	Civil	Clear
<b>Criminal Damage to Property Total: 5</b>					
06/07/25 13:00:52	CFS25007526		122EA	Criminal Damage to Property	Report Taken
06/07/25 13:39:46	CFS25007528		122EA	Criminal Damage to Property	Report Taken
06/07/25 13:40:32	CFS25007530		122EA	Criminal Damage to Property	Report Taken
06/07/25 13:41:22	CFS25007531		122EA	Criminal Damage to Property	Report Taken
06/10/25 14:16:31	CFS25007695		125JK	Criminal Damage to Property	Report Taken
<b>Death Investigation Total: 2</b>					
06/17/25 08:34:22	CFS25008002		DFR1, 116BS, MAYO1	Death Investigation	Handled By Officer / Deputy
06/23/25 16:21:42	CFS25008388		128SB, DFR2	Death Investigation	Report Taken

**Disabled Vehicle Total: 1**

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
06/29/25 18:08:04	CFS25008679		125JK	Disabled Vehicle	Handled By Officer / Deputy

**Domestic Total: 1**

06/28/25 22:37:02	CFS25008645		125JK	Domestic	Arrest
-------------------	-------------	--	-------	----------	--------

**Driving Complaint Total: 3**

06/11/25 13:20:38	CFS25007755		125JK	Driving Complaint	Clear
06/15/25 10:21:37	CFS25007919		110TB	Driving Complaint	Handled By Officer / Deputy
06/29/25 09:01:07	CFS25008653		128SB	Driving Complaint	Assisted

**DUI Total: 1**

06/14/25 16:29:52	CFS25007880		125JK	DUI	Arrest
-------------------	-------------	--	-------	-----	--------

**Emotionally Disturbed Person Total: 1**

06/05/25 02:46:38	CFS25007391		120ND	Emotionally Disturbed Person	Clear
-------------------	-------------	--	-------	------------------------------	-------

**Found Property Total: 2**

06/01/25 18:40:44	CFS25007191		125JK	Found Property	Clear
06/26/25 09:59:11	CFS25008496		114RM	Found Property	Clear

**Gas Leak Total: 1**

06/17/25 21:40:35	CFS25008053		128SB, DFR1	Gas Leak	Clear
-------------------	-------------	--	-------------	----------	-------

**Harassment Total: 1**

06/26/25 14:02:15	CFS25008512		128SB	Harassment	Clear
-------------------	-------------	--	-------	------------	-------

**Hit & Run Total: 2**

06/13/25 09:17:56	CFS25007808		128SB	Hit & Run	Citation Issued
06/30/25 14:11:04	CFS25008719		311TR, 125JK	Hit & Run	Citation Issued

**HRO Violation Total: 1**

06/08/25 18:07:55	CFS25007582		128SB	HRO Violation	Report Taken
-------------------	-------------	--	-------	---------------	--------------

**Indecent Exposure Total: 1**

06/24/25 14:46:32	CFS25008430		125JK	Indecent Exposure	Report Taken
-------------------	-------------	--	-------	-------------------	--------------

**Motor Vehicle Accident Total: 2**

06/11/25 11:52:04	CFS25007750		113TO	Motor Vehicle Accident	Report Taken
06/24/25 13:26:11	CFS25008421		114RM	Motor Vehicle Accident	Report Taken

**Noise Total: 1**

06/04/25 21:28:15	CFS25007389		127DW	Noise	Handled By Officer / Deputy
-------------------	-------------	--	-------	-------	-----------------------------

**OFP Violation Total: 1**

06/20/25 13:16:50	CFS25008184		122EA	OFP Violation	Arrest
-------------------	-------------	--	-------	---------------	--------

**Parking Total: 1**

06/23/25 10:17:37	CFS25008363		110TB	Parking	Handled By Officer / Deputy
-------------------	-------------	--	-------	---------	-----------------------------

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
<b>Public Assist Total: 4</b>					
06/06/25 18:34:30	CFS25007486		128SB	Public Assist	Assisted
06/11/25 06:34:31	CFS25007734		117JI	Public Assist	Handled By Officer / Deputy
06/18/25 20:40:14	CFS25008097		808JB	Public Assist	Clear
06/29/25 20:13:35	CFS25008686		125JK	Public Assist	Clear
<b>Suicide Threats Total: 1</b>					
06/08/25 00:22:42	CFS25007563		MAYO1, 128SB, DFR1	Suicide Threats	Handled By Officer / Deputy
<b>Suspicious Activity Total: 1</b>					
06/10/25 03:27:30	CFS25007659		127DW	Suspicious Activity	Handled By Officer / Deputy
<b>Suspicious Person Total: 2</b>					
06/17/25 15:51:21	CFS25008029		128SB	Suspicious Person	Warning
06/23/25 16:07:46	CFS25008387		128SB	Suspicious Person	Assisted
<b>Traffic Hazard Total: 1</b>					
06/29/25 13:53:05	CFS25008660		128SB	Traffic Hazard	Clear
<b>Traffic Stop Total: 82</b>					
06/01/25 00:50:12	CFS25007159	MN HWY 15	125JK	Traffic Stop	Warning
06/01/25 23:49:29	CFS25007211	PARKER AV W	125JK	Traffic Stop	Warning
06/02/25 14:37:07	CFS25007234	4 ST N	128SB	Traffic Stop	Clear
06/02/25 18:02:51	CFS25007268	2 ST N	125JK	Traffic Stop	Citation Issued
06/02/25 18:50:02	CFS25007271	PARKER AV E	125JK	Traffic Stop	Warning
06/03/25 12:04:07	CFS25007300	1 ST N	128SB	Traffic Stop	Warning
06/05/25 20:26:50	CFS25007432	PARKER AV	125JK	Traffic Stop	Warning
06/06/25 16:44:43	CFS25007480	PARKER AV W	128SB	Traffic Stop	Citation Issued
06/07/25 17:26:27	CFS25007539	3 ST N	128SB	Traffic Stop	Warning
06/09/25 12:49:29	CFS25007609	PARKER AV W	125JK	Traffic Stop	Warning
06/09/25 13:00:04	CFS25007611	3 ST N	125JK	Traffic Stop	Warning
06/09/25 13:11:14	CFS25007612	PARKER AV W	125JK	Traffic Stop	Warning
06/09/25 14:45:26	CFS25007619	PARKER AV W	125JK	Traffic Stop	Warning
06/09/25 15:01:35	CFS25007624	PARKER AV W	125JK	Traffic Stop	Citation Issued
06/09/25 15:36:30	CFS25007626	3 ST N	125JK	Traffic Stop	Warning
06/09/25 16:40:53	CFS25007629	MN HWY 15	128SB	Traffic Stop	Warning
06/09/25 17:18:46	CFS25007633	PARKER AV W	128SB	Traffic Stop	Warning
06/09/25 18:00:28	CFS25007636	PARKER AV W	128SB	Traffic Stop	Warning
06/09/25 18:12:47	CFS25007637	PARKER AV W	128SB	Traffic Stop	Warning
06/09/25 18:26:19	CFS25007639	3 ST N	128SB	Traffic Stop	Warning
06/09/25 18:59:25	CFS25007644	PARKER AV W	128SB	Traffic Stop	Warning
06/10/25 07:14:26	CFS25007663	PARKER AV W	125JK	Traffic Stop	Warning
06/10/25 07:24:32	CFS25007664	PARKER AV W	125JK	Traffic Stop	Warning
06/10/25 08:17:22	CFS25007667	PARKER AV W	125JK	Traffic Stop	Warning
06/10/25 08:26:20	CFS25007668	PARKER AV W	125JK	Traffic Stop	Warning
06/10/25 08:38:54	CFS25007669	PARKER AV E	125JK	Traffic Stop	Warning

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
06/10/25 09:58:02	CFS25007673	US HWY 12	125JK	Traffic Stop	Warning
06/10/25 12:13:45	CFS25007684	4 ST N	125JK	Traffic Stop	Warning
06/10/25 12:22:13	CFS25007685	PARKER AV W	125JK	Traffic Stop	Warning
06/10/25 13:36:21	CFS25007693	PARKER AV W	125JK	Traffic Stop	Warning
06/10/25 13:45:55	CFS25007694	PARKER AV W	125JK	Traffic Stop	Warning
06/11/25 09:16:49	CFS25007740	PARKER AV E	125JK	Traffic Stop	Warning
06/11/25 10:18:58	CFS25007746	5 ST N	125JK	Traffic Stop	Warning
06/11/25 14:26:46	CFS25007758	3 ST S	125JK	Traffic Stop	Warning
06/13/25 17:05:20	CFS25007831	3 ST S	125JK	Traffic Stop	Warning
06/13/25 17:57:40	CFS25007834	SIMONS AV W	125JK	Traffic Stop	Warning
06/13/25 18:10:43	CFS25007835	ATLANTIC AV W	125JK	Traffic Stop	Warning
06/13/25 18:31:07	CFS25007838	PARKER AV W	125JK	Traffic Stop	Warning
06/13/25 18:42:41	CFS25007839	PARKER AV W	125JK	Traffic Stop	Warning
06/13/25 18:52:31	CFS25007842	MARCIA ST	125JK	Traffic Stop	Warning
06/13/25 19:06:13	CFS25007843	PARKER AV E	125JK	Traffic Stop	Warning
06/13/25 20:13:33	CFS25007850	PARKER AV W	125JK	Traffic Stop	Warning
06/13/25 20:21:55	CFS25007851	PARKER AV E	125JK	Traffic Stop	Warning
06/15/25 01:01:21	CFS25007909	PACIFIC AV W	125JK	Traffic Stop	Warning
06/15/25 01:30:41	CFS25007910	PARKER AV W	125JK	Traffic Stop	Warning
06/15/25 01:39:50	CFS25007911	PARKER AV W	125JK	Traffic Stop	Warning
06/15/25 17:14:45	CFS25007937	CSAH 6	125JK	Traffic Stop	Warning
06/15/25 18:01:37	CFS25007941	PARKER AV W	125JK	Traffic Stop	Warning
06/15/25 18:17:04	CFS25007944	PARKER AV E	125JK	Traffic Stop	Warning
06/15/25 23:32:01	CFS25007952	PARKER AV W	125JK	Traffic Stop	Warning
06/17/25 20:25:18	CFS25008047	ATLANTIC AV W	128SB	Traffic Stop	Citation Issued
06/18/25 18:14:29	CFS25008093	US HWY 12	128SB	Traffic Stop	Warning
06/19/25 09:32:47	CFS25008117	3 ST S	125JK	Traffic Stop	Warning
06/19/25 10:57:12	CFS25008122	3 ST S	125JK	Traffic Stop	Warning
06/19/25 11:05:05	CFS25008123	3 ST S	125JK	Traffic Stop	Warning
06/19/25 11:13:29	CFS25008124	3 ST S	125JK	Traffic Stop	Warning
06/19/25 14:04:28	CFS25008133	3 ST S	125JK	Traffic Stop	Warning
06/19/25 14:18:00	CFS25008135	3 ST S	125JK	Traffic Stop	Warning
06/19/25 14:28:53	CFS25008136	3 ST S	125JK	Traffic Stop	Citation Issued
06/21/25 10:13:45	CFS25008244	2 ST N	117JI	Traffic Stop	Warning
06/22/25 09:48:16	CFS25008310	PARKER AV W	117JI	Traffic Stop	Warning
06/22/25 18:18:55	CFS25008331	3 ST N	128SB	Traffic Stop	Clear
06/24/25 21:49:00	CFS25008443	3 ST S	125JK	Traffic Stop	Warning
06/25/25 08:51:59	CFS25008451	2 ST N	128SB	Traffic Stop	Warning
06/25/25 18:12:16	CFS25008470	SIMON AV W	125JK	Traffic Stop	Warning
06/25/25 22:37:46	CFS25008484	ATLANTIC AV W	125JK	Traffic Stop	Warning
06/25/25 22:55:36	CFS25008485	3 ST S	125JK	Traffic Stop	Warning
06/25/25 23:04:11	CFS25008486	WILLIAM AV E	125JK	Traffic Stop	Warning
06/25/25 23:24:19	CFS25008487	MN HWY 15	125JK	Traffic Stop	Warning
06/27/25 17:46:03	CFS25008571	SIMON AV W	125JK	Traffic Stop	Warning
06/27/25 17:57:01	CFS25008573	SIMON AV W	125JK	Traffic Stop	Warning
06/27/25 18:11:01	CFS25008575	3 ST S	125JK	Traffic Stop	Warning
06/27/25 18:19:46	CFS25008577	3 ST S	125JK	Traffic Stop	Warning

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
06/27/25 18:36:57	CFS25008578	3 ST S	125JK	Traffic Stop	Warning
06/27/25 22:40:16	CFS25008590	3 ST S	125JK	Traffic Stop	Warning
06/28/25 16:42:59	CFS25008628	3 ST S	125JK	Traffic Stop	Warning
06/28/25 17:54:10	CFS25008633	PARKER AV W	125JK	Traffic Stop	Warning
06/28/25 18:39:02	CFS25008635	SIMON AV W	125JK	Traffic Stop	Warning
06/29/25 17:34:21	CFS25008673	US HWY 12	125JK	Traffic Stop	Warning
06/29/25 17:49:49	CFS25008676	US HWY 12	125JK	Traffic Stop	Warning
06/30/25 09:50:43	CFS25008702	PARKER AV E	128SB	Traffic Stop	Warning
06/30/25 20:48:31	CFS25008747	3 ST S	125JK	Traffic Stop	Warning

**Transfer Total: 1**

06/24/25 06:34:02	CFS25008406		812SH	Transfer	Referred to Other Agency
-------------------	-------------	--	-------	----------	--------------------------

**Unsecure Building Total: 2**

06/08/25 17:18:27	CFS25007579		128SB	Unsecure Building	Assisted
06/30/25 05:08:10	CFS25008694		127DW	Unsecure Building	Handled By Officer / Deputy

**Vehicle Lock Out Total: 1**

06/06/25 12:56:45	CFS25007466		122EA	Vehicle Lock Out	Handled By Officer / Deputy
-------------------	-------------	--	-------	------------------	-----------------------------

**Welfare Check Total: 4**

06/03/25 13:20:31	CFS25007305		128SB	Welfare Check	Warning
06/09/25 11:07:08	CFS25007603		125JK	Welfare Check	Clear
06/11/25 12:01:52	CFS25007751		125JK	Welfare Check	Clear
06/23/25 08:52:48	CFS25008356		110TB	Welfare Check	Handled By Officer / Deputy

**Total Records: 139**

**CITY OF DASSEL CITY COUNCIL  
RESOLUTION NO. 2025-020**

**RESOLUTION AMENDING THE PLANNED UNIT DEVELOPMENT KNOWN AS HIGHLAND MEADOWS TO  
ALLOW SINGLE FAMILY DWELLINGS**

**WHEREAS**, the Planned Unit Development (PUD) known as Highland Circle consists of approximately 4.5 acres, and is legally described as:

- Lots 1 through 10, Block 1, Highland Meadows;
- Lots 1 through 14, Block 2, Highland Meadows;
- Lots 1 through 4, Block 3, Highland Meadows;
- Lots 1 through 4, Block 4, Highland Meadows;
- and Lots 1 through 29, Block 5, Highland Meadows;

**WHEREAS**, the City of Dassel adopted approved the final plat and PUD in March 2003; and

**WHEREAS**, Lots 1 through 29, Block 5, Highland Meadows is also known as Highland Circle; and

**WHEREAS**, the owners and developer of Lots 1 through 4, Lots 25 through 28, and Lot 29, Block 5, Highland Meadows requested an amendment to the PUD to allow single family dwellings on Lots 1 through 4 and Lots 25 through 28; and

**WHEREAS**, the same applicants submitted a request for a lot line adjustment and associated drainage and utility easement vacation to enlarge Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows to accommodate this PUD amendment; and

**WHEREAS**, the City of Dassel Planning Commission considered the proposed PUD amendment at a public hearing on July 7, 2025; and

**WHEREAS**, the Planning Commission proceeded to hear all persons interested in this issue and persons interested were afforded the opportunity to present their views and objections related to the PUD amendment; and

**WHEREAS**, the City of Dassel City Council considered the PUD amendment for Highland Meadows on July 21, 2025; and

**WHEREAS**, the City Council finds the amendment to PUD is compatible with the stated purposes and intent of Chapter 153.045 of the Zoning Regulations.

**NOW THEREFORE BE IT RESOLVED**, the City Council of Dassel hereby adopts the following Findings of Fact:

- (1) **General intent.** The amendment to the PUD is consistent with intent and purpose of Chapter 153.045 of the Dassel Zoning Regulations, and is consistent with the original development concept for Summit Hills.

- (2) **Effect.** The amendment to the PUD will not adversely the surrounding uses either directly or indirectly by caused by traffic, noise, pollution and the like. The PUD consists of existing platted and buildable lots.
- (3) **Off-street parking and loading.** The amendment to the PUD has no impact on the off-street parking for the proposed uses.
- (4) **Recreation.** The amendment to the PUD will not impact the outdoor living space for the occupants of the homes in Block 5, Highland Meadows.
- (5) **Coverage and plantings.** The PUD will continue to provide suitable yards for the proposed single family and townhome uses with the amendment.
- (6) **Feasibility.** The amendment to the PUD is not in conflict with other development, existing or planned.
- (7) **Traffic circulation.** The amendment to the PUD does not impact access and internal circulation for the traffic expected to be generated by this development and for ease of maintenance, fire, and police.
- (8) **Site data.** The amendment to the PUD requirements and development standards is specified in the attached table.

**THEREFORE BE IT FURTHER RESOLVED,** the City Council of Dassel hereby approves the amendment to the Summit Hills Planned Unit Development subject to the following conditions:

- 1. The following Exhibits are attached to this resolution and shall be made part thereof:
  - A. Highland Meadows PUD Requirements, dated March 2003, and amended June 2017, October 2023, and July 2025
  - B. Block 5, Highland Meadows Certificate of Survey Dated June 2025
- 2. The requested lot line adjustment and easement vacation by the same applicants is approved by City Council.
- 3. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of City Council approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit.
- 4. All structures shall be constructed on the lots of record. No overhangs or construction over property lines shall be allowed.
- 5. All development in Highland Circle must comply with all city and state requirements, inclusive of building and fire codes, and must be issued a building permit with an approved grading plan prior to construction.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the resolution was approved and unanimously carried, this 21st day of July 2025.

ATTEST:

---

Bob Lalone  
Mayor

---

Tracey Bergum  
City Clerk/Treasurer

EXHIBIT A

<p style="text-align: center;"><b>HIGHLAND MEADOWS PLANNED UNIT DEVELOPMENT REQUIREMENTS</b>  <b>Final Plat Approved by Council March 2003</b>  <b>Amended June 2017</b>  <b>Amended October 2023</b>  <b>Amended July 2025</b></p>		
	<p style="text-align: center;"><b>Single Family Development</b>  <b>Lots 1 through 10, Block 1,</b>  <b>Highland Meadows;</b>  <b>Lots 1 through 14, Block 2,</b>  <b>Highland Meadows;</b>  <b>Lots 1 through 4, Block 3, Highland</b>  <b>Meadows;</b>  <b>Lots 1 through 4, Block 4, Highland</b>  <b>Meadows;</b></p>	<p style="text-align: center;"><b>Townhouse Development</b>  <b>Lots 1 through 29, Block 5,</b>  <b>Highland Meadows (also known</b>  <b>as Highland Circle)</b></p>
<p>Permitted Uses</p>	<p>One to Two-family Residential Dwellings.</p> <p>Accessory uses secondary to the principal building.</p>	<ul style="list-style-type: none"> <li>• <u>Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows are intended as single-unit dwellings (07-2025 proposed amendment)</u></li> <li>• <del>Lots 1 through 4 and</del> Lots 13 through <del>2428</del>, Block 5, Highland Meadows are intended as two-unit townhomes <del>four-unit townhomes (06-2017 amendment, 07-2025 proposed amendment)</del></li> <li>• Lots 5 through 12, Block 5, Highland Meadows are intended as a single, eight-unit townhome structure</li> <li>• Lot 29, Block 5, Highland Meadows is intended as common areas for the multifamily and townhouse developments. No buildings are permitted in this area, unless the PUD is amended</li> <li>• Any replatting shall be done for single-family detached residential development only or require an amended PUD</li> </ul>
<p>Lot Area</p>	<p>Lots shall be conforming as platted in the Highland Meadows Plat dated March 2003, 06-2017 approved lot line adjustment, <u>and 07-2025 approved lot line adjustment.</u> Any replatting must conform to the R-2 Zoning District or require an amended PUD.</p>	

Lot Depth	As platted in the Highland Meadows Plat dated March 2003, 06-2017 approved lot line adjustment, and 07-2025 approved lot line adjustment. Any replatting must conform to the R-2 Zoning District or require an amended PUD.	
Lot Width	As platted in the Highland Meadows Plat dated March 2003, 06-2017 approved lot line adjustment, and 07-2025 approved lot line adjustment. Any replatting must conform to the R-2 Zoning District or require an amended PUD.	
Minimum Floor Area	<p>Single Family Dwellings: 800 square feet</p> <p>Two-Family Dwellings: 750 square feet per unit</p>	<p>Efficiency: 350 square feet per dwelling unit</p> <p>1 bedroom: 600 square feet per dwelling unit</p> <p>2 bedroom: 700 square feet per dwelling unit</p> <p>3 bedroom: 900 square feet per dwelling unit</p>
Height Limit	2 1/2 stories or 35 feet, whichever is less	
Front Setback	<p>12 feet as shown on the Highland Meadows Plat dated March 2003. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.</p>	<p>Zero feet as shown on the Highland Meadows Plat dated March 2003. Full building, including overhangs, must be constructed on the buildable lots. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.</p>
Rear Setback	<p>12 feet as shown on the Highland Meadows Plat dated March 2003. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.</p>	<ul style="list-style-type: none"> <li>• Zero feet as shown on the Highland Meadows Plat dated March 2003. Full building, including overhangs, must be constructed on the buildable lots. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.</li> <li>• Lots 17-21, Block 5, must comply with the electrical utility easement.</li> </ul>

<p>Side Yard Setback</p>	<p>6 feet as shown on the Highland Meadows Plat dated March 2003. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.</p> <p>Lots 1 through 2 4, Block 3, Highland Meadows allow for a shared party wall between Lots 1 and 2 and Lots 3 and 4. A shared party wall agreement shall be required for this these units. <i>(10-2023 amendment split Lot 3 between Lots 2 and 4, allowing for a duplex on Lots 1-2 and the west portion of Lot 3, leaving the east portion of Lot 3 and Lot 4 for a single family home)</i></p>	<ul style="list-style-type: none"> <li>• <u>3 feet between all side yard lot lines and the exterior foundation on Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows (07-2025 proposed amendment)</u></li> <li>• Zero feet on exterior lines and shared party walls for each two-unit townhome as shown on the Compton Lot Line Adjustment Exhibit <u>on Lots 13 through 24, Block 5, Highland Meadows Highland Meadows Plat dated March 2003. (06-2017 amendment, 07-2025 proposed amendment)</u></li> <li>• 6 feet on interior-most side lot lines between each two-unit townhome structure <u>on Lots 13 through 24, Block 5, Highland Meadows. (06-2017 amendment, 07-2025 proposed amendment)</u> <ul style="list-style-type: none"> <li>• Full building, including overhangs, must be constructed on the buildable lots. Shared party walls and declarations shall be required for these units. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.</li> </ul> </li> </ul>
<p>Accessory Structures</p>	<p>Accessory structures must comply with R-2 Zoning District and the setbacks as listed above.</p>	<p>No accessory structures are permitted</p>
<p>Garages</p>	<p>A garage on any such building lot shall be of construction and architectural type similar to the residence of such lot.</p>	<p>Garages must be attached to the primary structure and must be constructed on the buildable lots.</p>
<p>Driveway</p>	<p>Bituminous or Masonry product</p>	
<p>Construction</p>	<p>Must complete construction within 12 months of commencement.</p>	

Grading / Runoff	Must control surface water runoff and prevent sedimentation per MPCA stormwater permit. Must perpetuate drainage patterns per original design.	Must control surface water runoff and prevent sedimentation per MPCA stormwater permit. Must perpetuate drainage patterns per original design. <u>For single family structures on Lots 1 through 4 and 25 through 28, Block 5, Highland Circle, grading may need to be modified to accommodate a larger house. Final grading plans shall be reviewed as part of the building permit process. (07-2025 proposed amendment)</u>
Variance	Any request to change the requirements or standards for single family or 2-family homes in this PUD must be processed through a variance application.	Townhomes must be constructed fully within the buildable lots.
Outlots	All of Outlot A is drainage and utility easement.	



## **Highland Circle PUD – Proposed Amendment for Block 5 (Lots 1–4 and 13–28)**

This amendment supersedes prior PUD language, including the 06-2017 Amendment and the Highland Meadows Plat dated March 2003, as it pertains to permitted uses, setbacks, and lot configurations for Block 5 of Highland Meadows.

---

### **1. Permitted Uses**

- **Lots 1 through 4 and Lots 13 through 28, Block 5**  
These lots are re-designated for development with single-unit (detached) townhomes, replacing the previous two-unit townhome designation. Each lot may contain one detached dwelling. Shared party walls are not required.
  - **Lots 5 through 12, Block 5**  
Remain designated for one eight-unit townhome structure, consistent with prior approvals.
  - **Lot 29, Block 5**  
Remains designated as a common area for the multifamily and townhome development. No buildings are permitted on Lot 29 unless approved by future PUD amendment.
  - **CIC Membership**  
Lots 1–4 and 13–28 remain full members of the Common Interest Community (CIC) and retain access to shared green space, infrastructure, and amenities including Lot 29.
- 

### **2. Setbacks and Building Placement**

- **Front and Rear Setbacks**  
Remain at zero feet, consistent with the Highland Meadows Plat dated March 2003.
  - **Side Yard Setbacks**  
All lots within the CIC may utilize zero-foot side yard setbacks, including walls placed directly on interior lot lines.
  - **Building Envelope**  
All structures, including eaves and overhangs, must be located fully within the boundaries of their respective lot.
- 

### **3. Building Separation and Fire Code Compliance**

- **Minnesota State Building Code** governs separation between structures, regardless of zoning setbacks. Accordingly:
    - A minimum of 5 feet must be maintained between buildings with wall openings (e.g., windows/doors).
    - A minimum of 3 feet 6 inches may be allowed between buildings with no openings if fire-resistant construction is used.
    - These requirements apply building-to-building, not building-to-property-line.
- 

### **4. Lot Line Adjustments**

- Lot line adjustments are permitted to expand or reconfigure Lots 1–4 and 13–28 as needed, provided that:
  - All buildings remain fully within the new lot boundaries;
  - The lot remains within the CIC; and
  - No zoning variances shall be required under this PUD amendment, as long as buildings comply with required building-to-building separation.

Thanks!  
-Clint w/B&P



This is a lot line adjustment survey of part of:
Lots 1-4, 25-29, Block 5, HIGHLAND MEADOWS
Section 34, T119N-R29W, Meeker County, Minnesota



This drawing prepared by:

Bonnema Runke Stern Inc.

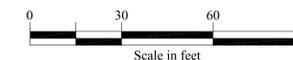
Professional Land Surveyors

4566 Hwy 71 NE - Suite 1

Willmar, MN 56201

Office (320) 231-2844 Fax (320) 231-2827

Requested by: 35 BLUE PROPERTY GROUP LLC



LEGEND

- Water Valve
Water Shut-Off / Curb Stop
Fire Hydrant & Water Valve
Communications Pedestal
Hand Hole - Pull Box
Electric Transformer
Sanitary Sewer
Storm Inlet (Square)
Light Pole
Set Bonnema Runke Stern Inc. Capped Iron Monument
Found Iron Monument
Building Foot Print
Concrete Surface
Transmission Easement

NOTE: Elevations and improvements shown are from field survey information located on 6/7/2024. Elevations are based on NAVD 88 elevations and are shown for reference purposes.

All Documents referred to on this survey can be found on file in the office of the County Recorder

Bonnema Runke Stern Inc. is not giving a title opinion or abstract of this parcel. We suggest that you contact your attorney or a title insurance company for that purpose. Easements or neighboring deed conflicts may exist which affect this parcel and are not shown on this survey.

The distances shown from improvements to the property lines are shown for reference purposes only and are NOT intended for determining the property line location. Property corner monuments shall always be used when establishing the property line.

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA. THE FIELD WORK WAS COMPLETED ON JUNE 13, 2025.

Signature of Joshua M. Stern
Date: June 16, 2025 License No. 46169

Parcel "A" - 3,349 sq.ft.:

That part of Lots 1 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet to the point of beginning of the land to be described;
- thence South 60 degrees 07 minutes 24 seconds West, 49.37 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 79.45 feet to the southerly line of said Lot 1;
- thence North 57 degrees 07 minutes 40 seconds East, along said southerly line and its easterly extension, 38.01 feet;
- thence northerly 77.75 feet along a non-tangential curve concave to the northeast having a radius of 555.00 feet, a central angle of 8 degrees 01 minutes 37 seconds, a chord distance of 77.69 feet and a chord bearing of North 24 degrees 31 minutes 07 seconds West, to the point of beginning.

Parcel "B" - 3,057 sq.ft.:

That part of Lots 1, 2, 3 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 49.37 feet to the point of beginning of the land to be described;
- thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 81.43 feet to the southerly line of said Lot 3;
- thence North 57 degrees 07 minutes 40 seconds East, along the southerly line of said lots 1, 2 and 3, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning;
- thence North 32 degrees 52 minutes 20 seconds West, 79.45 feet to the point of beginning.

Parcel "C" - 3,132 sq.ft.:

That part of Lots 3, 4 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 87.42 feet to the point of beginning of the land to be described;
- thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 83.42 feet to the southerly line of said Lot 4;
- thence North 57 degrees 07 minutes 40 seconds East, along the southerly line of said lots 3 and 4, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning;
- thence North 32 degrees 52 minutes 20 seconds West, 81.43 feet to the point of beginning.

Parcel "D" - 3,208 sq.ft.:

That part of Lots 4 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 125.47 feet to the point of beginning of the land to be described;
- thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet;
- thence South 32 degrees 52 minutes 20 seconds East, 85.41 feet to the southwesterly extension of the southerly line of said Lot 4;
- thence North 57 degrees 07 minutes 40 seconds East, along said southerly line of said Lot 4 and its extension, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning;
- thence North 32 degrees 52 minutes 20 seconds West, 83.42 feet to the point of beginning.

Parcel "E" - 3,420 sq.ft.:

That part of Lots 27, 28 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet to the point of beginning of the land to be described;
- thence South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 27;
- thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 27 and 28 and there northerly extension, 38.00 feet;
- thence North 70 degrees 53 minutes 07 seconds West, 90.00 feet to the point of beginning.

Parcel "F" - 3,420 sq.ft.:

That part of Lots 26, 27 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet;
- thence South 19 degrees 06 minutes 53 seconds West, 38.00 feet to the point of beginning of the land to be described;
- thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 26;
- thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 26 and 27, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning;
- thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

Parcel "G" - 3,420 sq.ft.:

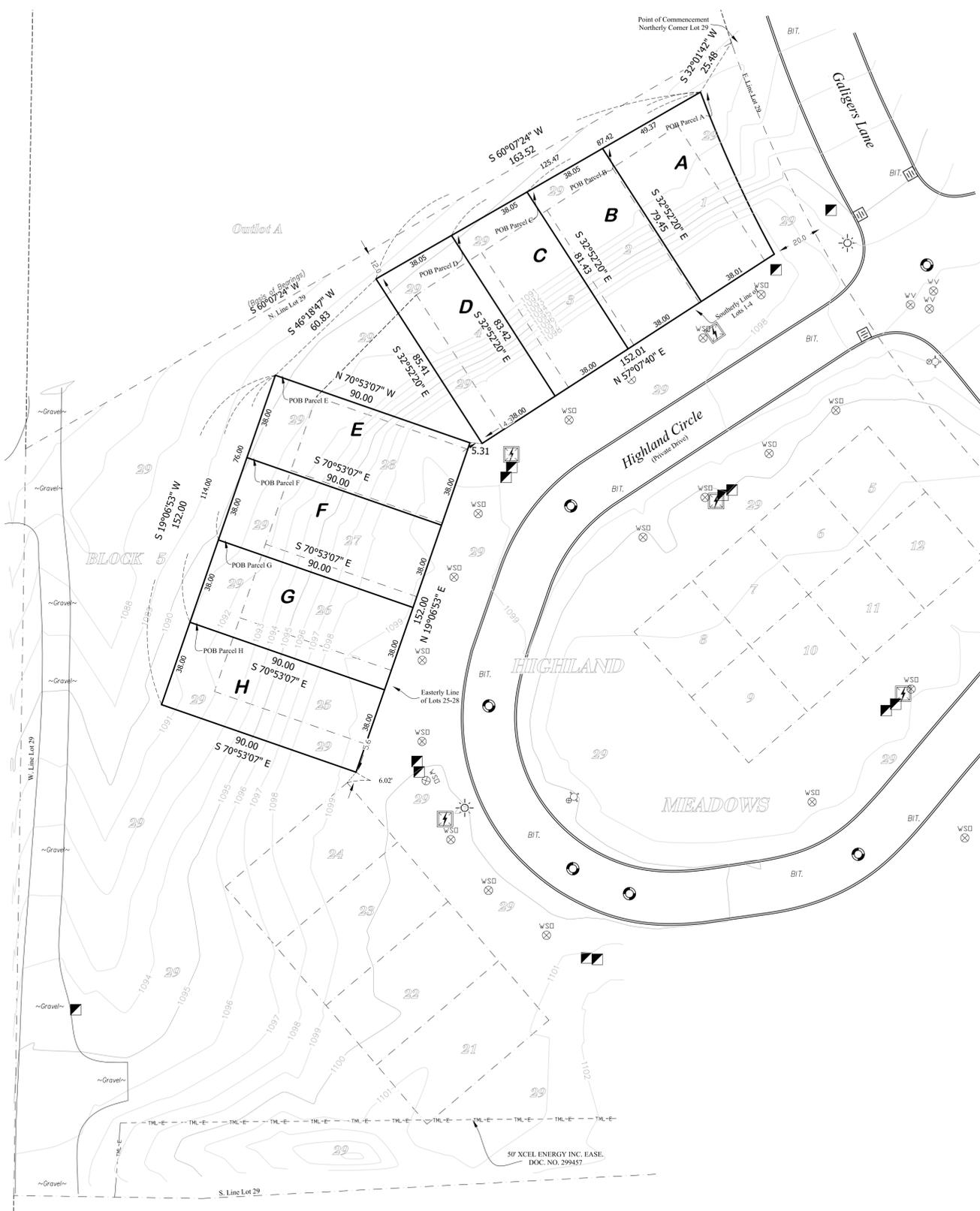
That part of Lots 25, 26 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet;
- thence South 19 degrees 06 minutes 53 seconds West, 76.00 feet to the point of beginning of the land to be described;
- thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 25;
- thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 25 and 26, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning;
- thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

Parcel "H" - 3,420 sq.ft.:

That part of Lots 25 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

- Commencing at the most northerly corner of said Lot 29;
- thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet;
- thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet;
- thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet;
- thence South 19 degrees 06 minutes 53 seconds West, 114.00 feet to the point of beginning of the land to be described;
- thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet;
- thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the southerly extension of the easterly line of said Lot 25;
- thence North 19 degrees 06 minutes 53 seconds East, along said Lot 25 and its extension, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning;
- thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.



**Highland Meadows PUD Requirements**  
7/18/2025

Final Plat Approved by Council March 2003  
Amended June 2017  
Amended October 2023  
Amended July 2025

	<p><b>Single Family Development</b> Lots 1 through 10, Block 1, Highland Meadows; Lots 1 through 14, Block 2, Highland Meadows; Lots 1 through 4, Block 3, Highland Meadows; Lots 1 through 4, Block 4, Highland Meadows;</p>	<p><b>Townhouse Development</b> Lots 1 through 29, Block 5, Highland Meadows (also known as Highland Circle)</p>
Permitted Uses	<p>One to Two-family Residential Dwellings.  Accessory uses secondary to the principal building.</p>	<ul style="list-style-type: none"> <li>• <u>Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows are intended as single-unit dwellings (07-2025 proposed amendment)</u></li> <li>• <del>Lots 1 through 4 and</del> Lots 13 through <del>24</del><sup>2428</sup>, Block 5, Highland Meadows are intended as two-unit townhomes <del>four unit townhomes</del> (06-2017 amendment, <u>07-2025 proposed amendment</u>)</li> <li>• Lots 5 through 12, Block 5, Highland Meadows are intended as a single, eight-unit townhome structure</li> <li>• Lot 29, Block 5, Highland Meadows is intended as common areas for the multifamily and townhouse developments. No buildings are permitted in this area, unless the PUD is amended</li> <li>• Any replatting shall be done for single-family detached residential development only or require an amended PUD</li> </ul>
Lot Area	Lots shall be conforming as platted in the Highland Meadows Plat dated March 2003, 06-2017 approved lot line adjustment, <u>and 07-2025 approved lot line adjustment</u> . Any replatting must conform to the R-2 Zoning District or require an amended PUD.	
Lot Depth	As platted in the Highland Meadows Plat dated March 2003, 06-2017 approved lot line adjustment, <u>and 07-2025 approved lot line adjustment</u> . Any replatting must conform to the R-2 Zoning District or require an amended PUD.	
Lot Width	As platted in the Highland Meadows Plat dated March 2003, 06-2017 approved lot line adjustment, <u>and 07-2025 approved lot line adjustment</u> . Any replatting must conform to the R-2 Zoning District or require an amended PUD.	
Minimum Floor Area	<p>Single Family Dwellings: 800 square feet Two-Family Dwellings: 750 square feet per unit</p>	<p>Efficiency: 350 square feet per dwelling unit 1 bedroom: 600 square feet per dwelling unit 2 bedroom: 700 square feet per dwelling unit 3 bedroom: 900 square feet per dwelling unit</p>
Height Limit	2 1/2 stories or 35 feet, whichever is less	
Front Setback	12 feet as shown on the Highland Meadows Plat dated March 2003. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.	Zero feet as shown on the Highland Meadows Plat dated March 2003. Full building, including overhangs, must be constructed on the buildable lots. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.
Rear Setback	12 feet as shown on the Highland Meadows Plat dated March 2003. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.	<ul style="list-style-type: none"> <li>• Zero feet as shown on the Highland Meadows Plat dated March 2003. Full building, including overhangs, must be constructed on the buildable lots. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.</li> <li>• Lots 17-21, Block 5, must comply with the electrical utility easement.</li> </ul>
Side Yard Setback	<p>6 feet as shown on the Highland Meadows Plat dated March 2003. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.</p> <p>Lots 1 through 2-4, Block 3, Highland Meadows allow for a shared party wall between Lots 1 and 2 <del>and Lots 3 and 4</del>. A shared party wall agreement shall be required for this <del>these</del> units. (10-2023 amendment split Lot 3 between Lots 2 and 4, allowing for a duplex on Lots 1-2 and the west portion of Lot 3, leaving the east portion of Lot 3 and Lot 4 for a single family home)</p>	<ul style="list-style-type: none"> <li>• <u>3 feet between all side yard lot lines and the exterior foundation on Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows (07-2025 proposed amendment)</u></li> <li>• Zero feet on exterior lines and shared party walls for each two-unit townhome as shown on the Compton Lot Line Adjustment Exhibit <u>on Lots 13 through 24, Block 5, Highland Meadows</u> Highland Meadows Plat dated March 2003. (06-2017 amendment, <u>07-2025 proposed amendment</u>)</li> <li>• 6 feet on interior-most side lot lines between each two-unit townhome structure <u>on Lots 13 through 24, Block 5, Highland Meadows. (06-2017 amendment, 07-2025 proposed amendment)</u></li> <li>• Full building, including overhangs, must be constructed on the buildable lots. Shared party walls and declarations shall be required for these units. If replatted, setbacks must conform to R-2 Zoning District or require an amended PUD.</li> </ul>
Accessory Structures	Accessory structures must comply with R-2 Zoning District and the setbacks as listed above.	No accessory structures are permitted
Garages	A garage on any such building lot shall be of construction and architectural type similar to the residence of such lot.	Garages must be attached to the primary structure and must be constructed on the buildable lots.
Driveway	Bituminous or Masonry product	
Construction	Must complete construction within 12 months of commencement.	
Grading / Runoff	Must control surface water runoff and prevent sedimentation per MPCA stormwater permit. Must perpetuate drainage patterns per original design.	Must control surface water runoff and prevent sedimentation per MPCA stormwater permit. Must perpetuate drainage patterns per original design. <u>For single family structures on Lots 1 through 4 and 25 through 28, Block 5, Highland Circle, grading may need to be modified to accomodate a larger house. Final grading plans shall be reviewed as part of the buidling permit process. (07-2025 proposed amendment)</u>
Variance	Any request to change the requirements or standards for single family or 2-family homes in this PUD must be processed through a variance application.	Townhomes must be constructed fully within the buildable lots.
Outlots	All of Outlot A is drainage and utility easement.	

	A	R1	R2	R3	R4	C1	C2	I1	I2
Accessory Dwelling Unit		C	C	C					
Renting of Accessory Dwelling Unit			C	C					
<b>h. Accessory</b>									
Accessory Structures/Uses		P	P		C		P	P	P
Home Occupations		P	P						
Retail Solar	P	P	P	P	P	P	P	P	P
Wholesale Solar	C					C	C	C	C

<b>CANNABIS</b>	<b>A RR</b>	<b>ci.</b>	<b>C2</b>	<b>ii.</b>	<b>I2</b>
<b>A. Agriculture</b>					
Cannabis cultivation, indoor	-			-	-
Cannabis cultivation, outdoor	C P			C	C
<b>D. Commercial/Retail/Service</b>					
Cannabis mezzobusiness		C *Sales Only	C *Sales Only	C	C
Cannabis microbusiness		C *Sales Only	C *Sales Only	C	C
Cannabis sales		C	C	C	C
<b>E. Industrial</b>					
Cannabis manufacturing					C
Cannabis testing facility					C
Cannabis wholesaling					P
Lower-Potency Hemp Edible Sales		P	P	P	
Lower-Potency Hemp Edible Manufacturing					C

(Ord. Am. -- passed 10-21-13, 3-17-25)

**§ 153.045 PUD - PLANNED UNIT DEVELOPMENT.**

(A) *Purpose.* It is the purpose of this district to encourage and permit creative design and sound planning, possible mixing of compatible uses, to accommodate

unique, functioning and land conserving development and to prevent deleterious effect on surroundings.

(B) *Location and districts.* The owner of a tract of land of one acre or more may submit to the Council for forwarding to the Planning Commission a plan for use and development of all of such tract and/or for alterations of existing developments with a request for rezoning if required to the following district: PUD-R (Residential).

(C) *Commission findings.* It shall be the duty of the Planning Commission, Council and appropriate governmental units to investigate and ascertain the proposed planned development complies with the following conditions.

(1) *General intent.* That development is consistent with intent and purpose of this chapter.

(2) *Effect.* That surroundings are not adversely affected by the development or indirectly by traffic, noise, pollution and the like caused by the development.

(3) *Off-street parking and loading.* Adequacy for use in accord with this chapter, adapted in consideration of staggered usage and aggregate number of stalls.

(4) *Recreation.* That indoor and outdoor recreation areas and facilities are provided and are commensurate with the needs generated by the project.

(5) *Coverage and plantings.* That portion of land occupied by structures is compatible with use and adjacent land use and that landscaping, screening and yards are adequate, planned and will be included in the development.

(6) *Feasibility.* The PUD is well located for adequate but not excessive in size, not in conflict with other development, existing or planned.

(7) *Traffic circulation.* That PUD is located for adequate traffic capacity to and from the site for ease of maintenance, fire and police protection and for proper on-site traffic and parking.

(8) *Site data.* To be presented in a preliminary form for initial review and then in final development plan upon which final recommendation will be issued and rezoning process begun.

(D) *Plats.* Any planned unit development of one acre or more shall be plated or replated.

(E) *Signs.* Signs are subject to the appropriate district regulations as defined in the sign regulations of this chapter.

*(F) Provisions.* Any planned unit development shall comply with all of the provisions of this chapter and the subdivision regulations set forth in Chapter 152, as amended from time to time, except as specifically modified, altered or deviated in writing from the ordinance.

(Am. Ord. 25.200, passed 4-21-86)

*(C) Procedure.* A PUD will generally adhere to the following process

(1) *Step one:* Pre-application meeting.

- (a) Meet with city staff to review contemplated project in relation with community development objectives, the comprehensive plan, and this zoning ordinance. The pre-application meeting will determine the requirements of the applicant. Comments received at the pre-application meeting shall not be binding.
- (b) Review information on review and processing charges for consultants and city staff.

(2) *Step two:* Conceptual development (sketch plat) plan review. A site plan application shall include the following for consideration by city staff, the planning commission, and the city council:

- (a) Submittal of application, signed by the owner of the property with review fees as determined by the fee schedule.
- (b) Erect sign on property identifying name of development, developer, and city meeting dates and times. Said sign shall be placed on the site at least ten days prior to neighborhood meeting.
- (c) Submit five full sized hard copies, five reduced sized (11×17) along with an electronic copy of all material to city staff of the concept plan with the following information:
  - i. Property description, acreage, identification of owner and developer.
  - ii. Existing conditions within 600 feet, relationship to the comprehensive plan, existing land uses, transportation, zoning, utilities, etc.
  - iii. Existing natural features, topography (contours at two-foot intervals), soils, vegetation cover, waters, streams, marshes, wetlands, protected wetlands and classifications, and their implications on development.
  - iv. Preliminary tree preservation and replacement plan.
  - v. Type and square footage of specific land use.
  - vi. Approximate building areas, pedestrian ways and road locations.
  - vii. Height, bulk and square footage of specific land uses.
  - viii. Number of dwelling units.
  - ix. Staging and timing of the development.
  - x. Renderings/photos of proposed building types.
  - xi. Net densities.
  - xii. Tiered density calculation if within Shoreland Overlay district.
  - xiii. Location of parkland (if applicable) to be dedicated to city.
  - xiv. Location of storm water management features.

- xv. General location of trunk utilities.
  - xvi. Useable open space.
  - xvii. Proposed transportation, recreation and development staging.
  - xviii. Proposed land use objectives, assumptions, rationale, type and character of building(s).
  - xix. Preliminary landscaping plan identifying street-scaping and general site beautification.
- (d) Staff review of application for completeness. Staff may provide comments and questions to the applicant that must be addressed and mitigated prior to presentation to the planning commission or city council.
  - (e) Planning commission review to provide feedback and comment on PUD site plan application.
  - (f) City council review to provide feedback and comment on the PUD conceptual development review plan application based on information discussed at the planning commission meeting as well as additional discussion and comment.
- (3) *Step three:* Preliminary development plan. A preliminary development plan shall include the following for consideration by city staff, the planning commission, and the city council:
- (a) The development plan shall include the following:
    - i. Site plan showing lot lines, building location, height, bulk and square footage, parking lots, parks and private/common open space, and recreational improvements.
    - ii. Type and square footage of specific land uses.
    - iii. Number of dwelling units, net density and usable open space.
    - iv. Detailed street and utility locations and sizes.
    - v. Grading and drainage plan, including location and size of pipes and water storage areas and, where appropriate, building pad elevations.
    - vi. Preliminary landscape plan.
    - vii. Traffic study or other information on the impacts of the development on surrounding sites.
    - viii. Colorized plan for uniform signs and lighting, showing size and location.
    - ix. General floor plans for each type of building.
    - x. Provide a matrix or graphic of zoning provisions that are not addressed by the underlying zoning.
    - xi. Updated tiered density calculation if within Shoreland district if different from information submitted at time of concept plan.
  - (b) Staff review of application for completeness. Staff may provide comments and questions to the applicant that must be addressed and mitigated prior to presentation to the planning commission or city council. Information discussed at the time of concept plan should be addressed and/or corrected at time of preliminary development plan submittal to the city.
  - (c) Planning commission review to hold a public hearing and provide recommendation of approval or disapproval to the city council.
  - (d) City council review to act on approval or disapproval of preliminary development plan.
  - (e) No application for a final PUD shall be processed until the application for a preliminary PUD has been approved by the city council unless staff determines the preliminary PUD and final PUD may be processed simultaneously.
  - (f) Denial of a preliminary PUD restricts the applicant or owner from reapplying for the same or similar development on the same property for six-months from the day of denial.

- (4) *Step four: Final development plan.* A final development plan shall include the following for consideration by city staff, the planning commission, and the city council:
- (a) The development plan shall include the following:
    - i. Detailed utility, street, grading and drainage plans.
    - ii. Detailed building elevations and floor plans, except single family detached homes.
    - iii. Detailed landscaping, sign, lighting and parking plans.
    - iv. Construction drawings (can be draft version).
    - v. Detailed tree replacement, if applicable.
    - vi. The final site and building plan must be in substantial compliance with the approved PUD development plan.
    - vii. Pay balance due, if any.
  - (b) Staff review of application for completeness. Staff may provide comments and questions to the applicant that must be addressed and mitigated prior to presentation to the planning commission or city council. Information discussed at the time of preliminary plan should be addressed and/or corrected at time of final development plan submittal to the city. The development must comply with the prescribed zoning at the time of final development plan.
  - (c) Planning commission review to provide recommendation of approval or disapproval to the city council.
  - (d) City council review to act on approval or disapproval of final development plan.
  - (e) The city council shall consider the final PUD development plan. If the city council deems it necessary, it may set a public hearing for consideration of the final development plan. The city council may deny or approve the final development plan in whole or in part.
  - (f) Denial of a preliminary PUD restricts the applicant or owner from reapplying for the same or similar development on the same property for six-months from the day of denial.
  - (g) Approval granted to the applicant shall not be transferable.
  - (h) Approval of the PUD development plan shall indicate approval of the previously listed items and, after the approval of the PUD, nothing shall be constructed nor shall there be any new use of the property on the PUD site, in conformance with the approved plans.
  - (i) Proposed development of land for which a PUD has been approved or modifications to an existing project which does not conform to the approved final plan shall be processed and approved in the same manner as a preliminary and final development plan except that submission requirements shall be modified as appropriate by city staff to reflect the nature of the proposed amendment.

### ***SPECIAL REGULATIONS***

**CITY OF DASSEL  
COUNTY OF MEEKER  
STATE OF MINNESOTA**

**RESOLUTION NO. 2025-019**

**RESOLUTION VACATING DRAINAGE AND UTILITY EASEMENTS FOR PROPERTY LOCATED WITHIN  
BLOCK 5, HIGHLAND MEADOWS**

**WHEREAS**, a request for vacation of drainage and utility easements was received from Blue 35 Property Group, LLC, for portions of Block 5, Highland Meadows as legally described in Exhibit A;

**WHEREAS**, a public hearing to consider the vacation of such drainage and utility easements was held on the 21st day of July, 2025, before the City Council after due published and posted notice had been given on the 11 and 18 days of July, 2025, as well as personal mailed notice to all affected property owners by the City Clerk on the 11 day of July, 2025 and all interested and affected persons were given an opportunity to voice their concerns and be heard;

**WHEREAS**, the Council in its discretion has determined that the vacation will benefit the public interest because the easements are no longer needed in their present location due to the intent to amend the Highland Meadows Planned Unit Development (PUD) to allow for single family dwellings on Lots 1 through 4 and Lots 25 through 28, Block 5, Highland Meadows and associated lot line adjustments; and

**AND WHEREAS**, at least four-fifths of all members of the City Council concur in this resolution.

**NOW THEREFORE BE IT RESOLVED**, the City Council of Dassel hereby approves the drainage and utility easement as legally described in Exhibit A and authorizes the Mayor and City Clerk to sign all documents necessary to effectuate the intent of this resolution and file a notice of this vacation as required by law subject to the following conditions:

1. The requested PUD amendment and lot line adjustment by the same applicants is approved by City Council prior to recording.
2. The applicant shall record the appropriate documents in the Office of the County Recorder within 120 days after the date of Planning Commission approval and furnish the City Clerk with a copy of the recorded documents prior to issuance of a building permit.
3. All structures shall be constructed on the lots of record. No overhangs or construction over property lines shall be allowed.
4. All development in Highland Circle must comply with all city and state requirements, inclusive of building and fire codes, and must be issued a building permit with an approved grading plan prior to construction.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the resolution was approved and unanimously carried, this 21st day of July 2025.

ATTEST:

---

Bob Lalone

Mayor

---

Tracey Bergum

City Clerk/Treasurer

## EXHIBIT A

That part of the drainage and utility easement on Lot 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota that falls within the following described parcels:

### **Parcel "A" - 3,349 sq.ft.:**

That part of Lots 1 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 29; thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet to the point of beginning of the land to be described; thence South 60 degrees 07 minutes 24 seconds West, 49.37 feet; thence South 32 degrees 52 minutes 20 seconds East, 79.45 feet to the southerly line of said Lot 1; thence North 57 degrees 07 minutes 40 seconds East, along said southerly line and its easterly extension, 38.01 feet; thence northerly 77.75 feet along an non-tangential curve concave to the northeast having a radius of 555.00 feet, a central angle of 8 degrees 01 minutes 37 seconds, a chord distance of 77.69 feet and a chord bearing of North 24 degrees 31 minutes 07 seconds West, to the point of beginning.

### **Parcel "B" - 3,057 sq.ft.:**

That part of Lots 1, 2, 3 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 29; thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet; thence South 60 degrees 07 minutes 24 seconds West, 49.37 feet to the point of beginning of the land to be described; thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet; thence South 32 degrees 52 minutes 20 seconds East, 81.43 feet to the southerly line of said Lot 3; thence North 57 degrees 07 minutes 40 seconds East, along the southerly line of said lots 1, 2 and 3, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning; thence North 32 degrees 52 minutes 20 seconds West, 79.45 feet to the point of beginning.

### **Parcel "C" - 3,132 sq.ft.:**

That part of Lots 3, 4 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 29; thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet; thence South 60 degrees 07 minutes 24 seconds West, 87.42 feet to the point of beginning of the land to be described; thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet; thence South 32 degrees 52 minutes 20 seconds East, 83.42 feet to the southerly line of said Lot 4; thence North 57 degrees 07 minutes 40 seconds East, along the southerly line of said lots 3 and 4, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning; thence North 32 degrees 52 minutes 20 seconds West, 81.43 feet to the point of beginning.

**Parcel "D" - 3,208 sq.ft.:**

That part of Lots 4 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 29; thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet; thence South 60 degrees 07 minutes 24 seconds West, 125.47 feet to the point of beginning of the land to be described; thence continuing South 60 degrees 07 minutes 24 seconds West, 38.05 feet; thence South 32 degrees 52 minutes 20 seconds East, 85.41 feet to the southwesterly extension of the southerly line of said Lot 4; thence North 57 degrees 07 minutes 40 seconds East, along said southerly line of said Lot 4 and its extension, a distance of 38.00 feet to its intersection with a line bearing South 32 degrees 52 minutes 20 seconds East from the point of beginning; thence North 32 degrees 52 minutes 20 seconds West, 83.42 feet to the point of beginning.

**Parcel "E" - 3,420 sq.ft.:**

That part of Lots 27, 28 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 29; thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet; thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet; thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet to the point of beginning of the land to be described; thence South 19 degrees 06 minutes 53 seconds West, 38.00 feet; thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 27; thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 27 and 28 and there northerly extension, 38.00 feet; thence North 70 degrees 53 minutes 07 seconds West, 90.00 feet to the point of beginning.

**Parcel "F" - 3,420 sq.ft.:**

That part of Lots 26, 27 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 29; thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet; thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet; thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet; thence South 19 degrees 06 minutes 53 seconds West, 38.00 feet to the point of beginning of the land to be described; thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet; thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 26; thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 26 and 27, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning; thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

**Parcel "G" - 3,420 sq.ft.:**

That part of Lots 25, 26 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 29; thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet; thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet; thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet; thence South 19 degrees 06 minutes 53 seconds West, 76.00 feet to the point of beginning of the land to be described; thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet; thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the easterly line of said Lot 25; thence North 19 degrees 06 minutes 53 seconds East, along the easterly line of said Lots 25 and 26, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning; thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

**Parcel "H" - 3,420 sq.ft.:**

That part of Lots 25 and 29, Block 5, HIGHLAND MEADOWS, as of public record Meeker County, Minnesota, described as follows:

Commencing at the most northerly corner of said Lot 29; thence South 32 degrees 01 minutes 42 seconds West, the north line of said Lot 29 is assumed to have a bearing of South 60 degrees 07 minutes 24 seconds West, a distance of 25.48 feet; thence South 60 degrees 07 minutes 24 seconds West, 163.52 feet; thence South 46 degrees 18 minutes 47 seconds West, 60.83 feet; thence South 19 degrees 06 minutes 53 seconds West, 114.00 feet to the point of beginning of the land to be described; thence continuing South 19 degrees 06 minutes 53 seconds West, 38.00 feet; thence South 70 degrees 53 minutes 07 seconds East, 90.00 feet to the southerly extension of the easterly line of said Lot 25; thence North 19 degrees 06 minutes 53 seconds East, along said Lot 25 and its extension, 38.00 feet to its intersection with a line bearing South 70 degrees 53 minutes 07 seconds East from the point of beginning; thence North 70 degrees 53 minutes 07 seconds West, along last said line, 90.00 feet to the point of beginning.

## Tracey Bergum

---

**From:** Monica Ankrum <Monica.Ankrum@co.meeker.mn.us>  
**Sent:** Friday, July 11, 2025 8:49 AM  
**To:** Tracey Bergum; Greg Schultz  
**Subject:** RE: Fees

The only payment the county receives on the "maintenance" permit is \$1.00. That is not financially feasible to continue. The county charges \$75 for basic maintenance permits, so we tried to find an amount that is similar for the residents of Dassel which includes your administrative fees.

We don't know when the \$1 fee was set up with Dassel, but that was years ago. When I do the state reports, there is a \$1 program, which we have been using. We aren't required to use that program, and now need to change the maintenance permit fees. The program we will use is based off of valuation. That is the same program we use for all other permits.

As Greg stated earlier, we will put a valuation of \$1500 moving forward. With this valuation the state breakdown requires that we charge .75¢. Using the valuation program, we will collect the permit fee, plan review fee and the state surcharge (which I pay to the state quarterly). This change will not affect you in any way, as I do all the reports.

Does this make sense?

*Monica Ankrum*

Meeker County Planning & Zoning/Building  
114 N Holcombe, Suite 150  
Litchfield, MN 55355  
320-693-4651

**From:** Tracey Bergum <tracey.bergum@dassel.com>  
**Sent:** Friday, July 11, 2025 8:25 AM  
**To:** Greg Schultz <Greg.Schultz@co.meeker.mn.us>  
**Cc:** Monica Ankrum <Monica.Ankrum@co.meeker.mn.us>  
**Subject:** RE: Fees

**WARNING!** This email originated from outside of Meeker County. Do not click links or open attachments unless you recognize the sender and can verify that the content is safe. If you are unsure or suspect this message is malicious in nature, please report it by [using the Phish Alert button](#).

Ok, so technically the county has never gotten anything from our maintenance permits if we charge the permit fee, SS and our admin fee. Is it possible to adjust the plan review fee to \$23.56 and keep the SS at \$1.00?

Thanks Greg,

*Tracey Bergum, MCMC*  
City Clerk/Treasurer



City of Dassel  
PO Box 391  
Dassel, MN 55325  
[tracey.bergum@dassel.com](mailto:tracey.bergum@dassel.com)  
P 320-275-2697  
F 320-275-2713

The City of Dassel is an Equal Opportunity Provider and Employer.

Proud Member of MCFOA

**From:** Greg Schultz <[Greg.Schultz@co.meeker.mn.us](mailto:Greg.Schultz@co.meeker.mn.us)>  
**Sent:** Thursday, July 10, 2025 5:11 PM  
**To:** Tracey Bergum <[tracey.bergum@dassel.com](mailto:tracey.bergum@dassel.com)>  
**Cc:** Monica Ankrum <[Monica.Ankrum@co.meeker.mn.us](mailto:Monica.Ankrum@co.meeker.mn.us)>  
**Subject:** RE: Fees

Tracy,

It has recently come to my attention that we have been issuing maintenance permits for the City of Dassel for \$1. Not sure why or when? Economically for the County to send our Building inspector anywhere for \$1 doesn't make any sense. Currently the County maintenance permit fee is \$75.00 which when you break it down doesn't even make costs for local Litchfield area inspections.

When we value a permit we break it into 3 sections – Building Permit fee, Plan Review fee and State surcharge. The \$64.00 fee is based off of a minimum \$1500 valuation.

We no longer feel we can recognize the \$1.00 maintenance fee permit. The breakdown we gave you in a previous email is from what we use as inline with allowed state guidelines.

Greg Schultz  
Land Use Director  
114 North Holcombe, Suite 150  
Litchfield, Mn 55355  
[greg.schultz@co.meeker.mn.us](mailto:greg.schultz@co.meeker.mn.us)  
(320)-693-5290

**From:** Monica Ankrum <[Monica.Ankrum@co.meeker.mn.us](mailto:Monica.Ankrum@co.meeker.mn.us)>  
**Sent:** Thursday, July 10, 2025 4:12 PM  
**To:** Greg Schultz <[Greg.Schultz@co.meeker.mn.us](mailto:Greg.Schultz@co.meeker.mn.us)>  
**Subject:** FW: Fees

This is from the City of Dassel!

*Monica Ankrum*  
Meeker County Planning & Zoning/Building  
114 N Holcombe, Suite 150  
Litchfield, MN 55355

320-693-4651

**From:** Tracey Bergum <[tracey.bergum@dassel.com](mailto:tracey.bergum@dassel.com)>  
**Sent:** Thursday, July 10, 2025 4:11 PM  
**To:** Monica Ankrum <[Monica.Ankrum@co.meekeer.mn.us](mailto:Monica.Ankrum@co.meekeer.mn.us)>  
**Subject:** RE: Fees

**WARNING!** This email originated from outside of Meeker County. Do not click links or open attachments unless you recognize the sender and can verify that the content is safe. If you are unsure or suspect this message is malicious in nature, please report it by using the Phish Alert button.

Here are a couple of questions. Has the county approved this rate change to their fee schedule pending our council approval? Can we get a little clarification on the State Surcharge fee being decreased, it is our understanding that the minimum is \$1.00 and in decreasing it to \$0.75 who would be responsible for that additional amount. Can we also get an explanation as to the reason why this increase is being requested.

Thank you,

Tracey Bergum, MCMC  
City Clerk/Treasurer



City of Dassel  
PO Box 391  
Dassel, MN 55325  
[tracey.bergum@dassel.com](mailto:tracey.bergum@dassel.com)  
P 320-275-2697  
F 320-275-2713

The City of Dassel is an Equal Opportunity Provider and Employer.

Proud Member of MCFOA

**From:** Monica Ankrum <[Monica.Ankrum@co.meekeer.mn.us](mailto:Monica.Ankrum@co.meekeer.mn.us)>  
**Sent:** Thursday, July 10, 2025 11:50 AM  
**To:** Tracey Bergum <[tracey.bergum@dassel.com](mailto:tracey.bergum@dassel.com)>  
**Subject:** RE: Fees

We would like to go with:

BP \$35.85  
PR \$23.81  
SS \$ .75  
Admin \$ 3.59  
\$64.00

*Monica Ankrum*

Meeker County Planning & Zoning/Building  
114 N Holcombe, Suite 150  
Litchfield, MN 55355  
320-693-4651

**From:** Tracey Bergum <[tracey.bergum@dassel.com](mailto:tracey.bergum@dassel.com)>  
**Sent:** Thursday, July 10, 2025 11:39 AM  
**To:** Monica Ankrum <[Monica.Ankrum@co.meeke.mn.us](mailto:Monica.Ankrum@co.meeke.mn.us)>  
**Subject:** RE: Fees

**WARNING!** This email originated from outside of Meeker County. Do not click links or open attachments unless you recognize the sender and can verify that the content is safe. If you are unsure or suspect this message is malicious in nature, please report it by using the Phish Alert button.

We do not have our next meeting until the 21<sup>st</sup>. Can you email me the details of what if would be changed to so that I can give them something to reference?

*Tracey Bergum, MCMC*  
City Clerk/Treasurer



City of Dassel  
PO Box 391  
Dassel, MN 55325  
[tracey.bergum@dassel.com](mailto:tracey.bergum@dassel.com)  
P 320-275-2697  
F 320-275-2713

The City of Dassel is an Equal Opportunity Provider and Employer.



**From:** Monica Ankrum <[Monica.Ankrum@co.meeke.mn.us](mailto:Monica.Ankrum@co.meeke.mn.us)>  
**Sent:** Thursday, July 10, 2025 11:37 AM  
**To:** Tracey Bergum <[tracey.bergum@dassel.com](mailto:tracey.bergum@dassel.com)>  
**Subject:** Fees

Greg asked me to text you and see if a maintenance fee price increase was discussed at a Dassel meeting.

*Monica Ankrum*

Meeker County Planning & Zoning/Building  
114 N Holcombe, Suite 150  
Litchfield, MN 55355  
320-693-4651

800 6<sup>th</sup> Street  
 New Prague, MN 56071 USA  
 Tel: (952) 758-9661  
 Cell: (651) 434-5878



# Quotation

**Company Name:** City of Dassel, MN  
**Contact:** Kyle Moy  
 (612) 716-0686

**Prepared By:** Matt Yorks  
**Quotation Date:** 6/11/2025  
**Lead Time:** 2 Weeks

Quality Flow Systems is pleased to provide a quotation in accordance with your request and as follows:

**5<sup>th</sup> Street LS Pump Repair Estimate:**

Item	Description:	QTY	Net each	Total Net
1	<b><u>Repair of KSB KRTE100-251/74XG S#BL3100691</u></b> - KSB Seal Kit - KSB Bearing Kit - KSB O-ring Kit - Stator Rewind - 1 Year Warranty - Shop Labor to Inspect/Repair Pump	1	\$5,988.00	\$5,988.00
2	<b><u>Onsite Labor to Pull/Install Repaired Pump and Install Loaner Pump</u></b>	4	\$150.00	\$600.00
3	<b><u>Freight to Jobsite</u></b>	2	\$515.00	\$1,030.00
<b>Total Installed Price:</b>				<b>\$7,610.00</b>

**Terms:**

Quotation is valid for 30 days. Based upon Quality Flow Systems standard terms and conditions of sale; copy provided upon request.

If you have any other questions or concerns, please give me a call.

Thanks for the opportunity,  
 Matt Yorks  
 (651) 434-5878  
 Matt@qfsi.net



800 6<sup>th</sup> Street  
 New Prague, MN 56071 USA  
 Tel: (952) 758-9661  
 Cell: (651) 434-5878



# Quotation

**Company Name:** City of Dassel, MN  
**Contact:** Kyle Moy  
 (612) 716-0686

**Prepared By:** Matt Yorks  
**Quotation Date:** 6/11/2025  
**Lead Time:** 2 Weeks

Quality Flow Systems is pleased to provide a quotation in accordance with your request and as follows:

**5<sup>th</sup> Street LS Replacement Pump Estimate:**

Item	Description:	QTY	Net each	Total Net
1	<b><u>KSB ARXD 100-230/070, 220mm Heavy Duty Submersible Pump</u></b> - Direct Replacement for Existing Pump - 9.4HP 230/3 Motor - 50' Pump Cord - Double Mechanical Seals - 3" Free Passage - Overtemp/Seal Fail Sensors Built into Pump - 5 Year Pro Rated Warranty	1	\$11,870.00	\$11,870.00
2	<b><u>Onsite Installation</u></b>	1	\$150.00	\$150.00
3	<b><u>Freight to Jobsite</u></b>	1	\$515.00	\$515.00
<b>Total Installed Price:</b>				<b>\$12,535.00</b>

**Terms:**

Quotation is valid for 30 days. Based upon Quality Flow Systems standard terms and conditions of sale; copy provided upon request.

If you have any other questions or concerns, please give me a call.

Thanks for the opportunity,  
 Matt Yorks  
 (651) 434-5878  
 Matt@qfsi.net



**CITY OF DASSEL**

**RESOLUTION SUPPORTING CLAIM THAT CITY HAS MATCHING FUNDS FOR LIBRARY GRANT**

**WHEREAS**, Minnesota Department of Education provides grant funding to political subdivisions for the purpose of Library Construction.

**WHEREAS**, the City of Dassel submitted an application for the Grant.

**WHEREAS**, the City has been notified that it has been awarded \$187,500 from the FY 25 Library Construction Grant: Improvement Application to complete the project expressed in the Dassel Library Expansion project application totally \$375,000.

**WHEREAS**, the City of Dassel has the legal authority to apply for the Grant; and

**WHEREAS**, the city council has the financial capability to provide any required matching funds and that the source of the City of Dassel matching funds shall be its General Fund at Perennial Bank being held in account 244742.

**NOW, THEREFORE, BE IT RESOLVED THAT THE DASSEL CITY COUNCIL** acknowledges the fact that the matching funds for the FY 25 Library Construction Grant in the amount of \$187,500 will be available in the General Fund bank account at Perennial Bank prior to the project beginning.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the resolution was approved and unanimously carried, this 21st day of July 2025.

ATTEST:

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

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

# Dassel 2024 Drinking Water Report

This report contains important information about your drinking water. Have someone translate it for you, or speak with someone who understands it.

Información importante. Si no la entiende, haga que alguien se la traduzca ahora.

## Making Safe Drinking Water

Your drinking water comes from a groundwater source: three wells ranging from 172 to 195 feet deep, that draw water from the Quaternary Buried Artesian aquifer.

Dassel works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Kyle Moy, Public Works Director, at 612-716-0686 or [publicworks@dassel.com](mailto:publicworks@dassel.com) if you have questions about Dassel's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

## Dassel Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2024.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage [Basics of Monitoring and testing of Drinking Water in Minnesota](https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html) (<https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html>).

## How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Some contaminants are monitored regularly throughout the year, and rolling (or moving) annual averages are used to manage compliance. Because of this averaging, there are times where the Range of Detected Test Results for the calendar year is lower than the Highest Average or Highest Single Test Result, because it occurred in the previous calendar year.

## Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **N/A (Not applicable):** Does not apply.
- **ppt (parts per trillion):** One part per trillion is like one drop in one trillion drops of water, or about one drop in an Olympic sized swimming pool. ppt is the same as nanograms per liter (ng/l).
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter (µg/l).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID:** Public water system identification.

**Monitoring Results – Regulated Substances**

**LEAD AND COPPER – Tested at customer taps.**

<b>Contaminant (Date, if sampled in previous year)</b>	<b>EPA’s Ideal Goal (MCLG)</b>	<b>EPA’s Action Level</b>	<b>90% of Results Were Less Than</b>	<b>Number of Homes with High Levels</b>	<b>Range of Detected Test Results</b>	<b>Violation</b>	<b>Typical Sources</b>
<b>Lead (07/24/23)</b>	0 ppb	90% of homes less than 15 ppb	1.05 ppb	0 out of 10	0 - 2.3 ppb	NO	Corrosion of household plumbing.
<b>Copper (07/24/23)</b>	0 ppm	90% of homes less than 1.3 ppm	0.49 ppm	0 out of 10	0.09 - 0.50 ppm	NO	Corrosion of household plumbing.

<b>INORGANIC &amp; ORGANIC CONTAMINANTS – Tested in drinking water.</b>						
<b>Contaminant</b> (Date, if sampled in previous year)	<b>EPA's Ideal Goal</b> (MCLG)	<b>EPA's Limit</b> (MCL)	<b>Highest Average or Highest Single Test Result</b>	<b>Range of Detected Test Results</b>	<b>Violation</b>	<b>Typical Sources</b>
<b>Barium</b> <b>(02/19/20)</b>	2 ppm	2 ppm	0.13 ppm	N/A	NO	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposit.
<b>Mercury</b> <b>(02/19/20)</b>	2 ppb	2 ppb	0.04 ppb	N/A	NO	Erosion of natural deposits; Dis charge from refineries and factories; Runoff from landfills; Runoff from cropland.
<b>Arsenic</b>	0 ppb	10 ppb	2.94 ppb	N/A	NO	Erosion of natural deposits; Runoff from orchards; Runoff from glass and electronics production wastes.
<b>Xylenes</b>	10 ppm	10 ppm	0 ppm	N/A	NO	Discharge from petroleum factories; Discharge from chemical factories.

<b>CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.</b>						
<b>Substance</b> (Date, if sampled in previous year)	<b>EPA's Ideal Goal</b> (MCLG or MRDLG)	<b>EPA's Limit</b> (MCL or MRDL)	<b>Highest Average or Highest Single Test Result</b>	<b>Range of Detected Test Results</b>	<b>Violation</b>	<b>Typical Sources</b>
<b>Total Trihalomethanes (TTHMs)</b>	N/A	80 ppb	14.5 ppb	N/A	NO	By-product of drinking water disinfection.
<b>Total Haloacetic Acids (HAA)</b>	N/A	60 ppb	6.8 ppb	N/A	NO	By-product of drinking water disinfection.
<b>Total Chlorine</b>	4.0 ppm	4.0 ppm	1.24 ppm	0.72 - 1.42 ppm	NO	Water additive used to control microbes.

Total HAA refers to HAA5

<b>OTHER SUBSTANCES – Tested in drinking water.</b>						
<b>Substance</b> (Date, if sampled in previous year)	<b>EPA's Ideal Goal</b> (MCLG)	<b>EPA's Limit</b> (MCL)	<b>Highest Average or Highest Single Test Result</b>	<b>Range of Detected Test Results</b>	<b>Violation</b>	<b>Typical Sources</b>
<b>Fluoride</b>	4.0 ppm	4.0 ppm	0.62 ppm	0.26 - 1.10 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

**Potential Health Effects and Corrective Actions (If Applicable)**

Fluoride: If your drinking water fluoride levels are below the optimal concentration range of 0.5 to 0.9 ppm, please talk with your dentist about how you can protect your teeth and your family's teeth from tooth decay and cavities. For more information, visit: MDH Drinking Water Fluoridation (<https://www.health.state.mn.us/communities/environment/water/com/fluoride.html>).

## Monitoring Results – Unregulated Substances/Emerging Contaminants

In addition to testing drinking water for contaminants regulated under the Safe Drinking Water Act, we sometimes also monitor for contaminants that are not regulated. Unregulated contaminants do not have legal limits for drinking water. MDH, EPA, and other health agencies may have developed comparison values for some of these compounds. Some of these comparison values are based solely on potential health impacts and do not consider our ability to measure contaminants at very low concentrations nor the cost and technology of prevention and/or treatment. These values may be set at levels that are costly, challenging, or impractical for a water system to meet (for example, large-scale treatment technology may not exist for a given contaminant). Sample data are listed along with comparison values in the table below; it is important to note that these comparison values are not enforceable.

Detection alone of a regulated or unregulated contaminant should not cause concern. The significance of a detection should be determined considering current health effects information. We are often still learning about the health effects, so this information can change over time.

A person drinking water with a contaminant at or below the comparison value would be at little to no risk for harmful health effects. If the level of a contaminant is above the comparison value, people of a certain age or with special health conditions—like a fetus, infants, children, elderly, and people with impaired immunity—may need to take extra precautions. We are notifying you of the unregulated/emerging contaminants we have detected as a public education opportunity.

Unregulated contaminant monitoring helps EPA to determine where certain contaminants occur and whether the Agency should consider regulating those contaminants in the future.

- More information is available on [MDH’s A-Z List of Contaminants in Water](https://www.health.state.mn.us/communities/environment/water/contaminants/index.html) (<https://www.health.state.mn.us/communities/environment/water/contaminants/index.html>)
- [Fourth Unregulated Contaminant Monitoring Rule \(UCMR 4\)](https://www.health.state.mn.us/communities/environment/water/com/ucmr4.html) (<https://www.health.state.mn.us/communities/environment/water/com/ucmr4.html>)
- [Fifth Unregulated Contaminant Monitoring Rule](https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule) (<https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule>)
- EPA has developed a [UCMR5 Program Overview Factsheet](https://www.epa.gov/system/files/documents/2022-02/ucmr5-factsheet.pdf) (<https://www.epa.gov/system/files/documents/2022-02/ucmr5-factsheet.pdf>) describing UCMR 5 contaminants and standards.

In the past year, your drinking water may have tested for additional unregulated contaminants as part of the [Fifth Unregulated Contaminant Monitoring Rule](https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule) (<https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule>) and results are still being processed. The Unregulated Contaminant Monitoring Rule 5 (UCMR 5) Data finder allows people to easily search for, summarize, and download the available [UCMR 5 analytical results](https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule-data-finder) (<https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule-data-finder>).

**UNREGULATED/EMERGING CONTAMINANTS – Tested in drinking water.**

Contaminant	Comparison Value	Highest Average Result or Highest Single Test Result	Range of Detected Test Results
Sodium* (2023)	20 ppm	8.48 ppm	N/A
Sulfate (2023)	500 ppm	21.7 ppm	N/A

\*Note that home water softening can increase the level of sodium in your water.

**Some People Are More Vulnerable to Contaminants in Drinking Water**

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

**Drinking Water Sources**

Groundwater supplies 75 percent of Minnesota’s drinking water, and found in aquifers beneath the surface of the land. Surface water supplies 25 percent of Minnesota’s drinking water, and is the water in lakes, rivers, and streams above the surface of the land.

Contaminants can get in drinking water sources from the natural environment and from people’s daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.

- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Dassel is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at [Source Water Assessments \(https://www.health.state.mn.us/communities/environment/water/swp/swa\)](https://www.health.state.mn.us/communities/environment/water/swp/swa) or call 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

## Lead in Drinking Water

Lead can cause serious health problems, babies, children under six years, and pregnant women are at the highest risk. You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. There is no safe level of lead.

Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Our water system is responsible for providing high quality drinking water and removing lead pipes from service lines but cannot control the variety of materials used in plumbing components in your home. You can take responsibility by identifying and removing lead materials within your home plumbing and taking steps to reduce your family's risk.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** before drinking tap water flush your pipes for several minutes by running your tap. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
  - Activities such as taking a shower, doing laundry or dishes help keep water moving in your home system but are not a replacement for running the tap before you drink if it has not been used for a long period of time.
  - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. **Know your service line materials by** contacting your public water system, or you can search for your address online at the [Minnesota Lead Inventory Tracking Tool \(https://maps.umn.edu/LSL/\)](https://maps.umn.edu/LSL/).
  - [Protect Your Tap: A quick check for lead \(https://www.epa.gov/ground-water-and-drinking-water/protect-your-tap-quick-check-lead\)](https://www.epa.gov/ground-water-and-drinking-water/protect-your-tap-quick-check-lead) is EPA's step by step guide to learn how to find lead pipes in your home.
3. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.

4. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
  - Contact a Minnesota Department of Health accredited laboratory to purchase a sample container and instructions on how to submit a sample:  
[Environmental Laboratory Accreditation Program](https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)  
 [\(https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam\)](https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)  
 The Minnesota Department of Health can help you understand your test results.
5. **Treat your water** if a test shows your water has high levels of lead after you let the water run. You can use a filter certified with ANSI/NSF standards 53 and 42 for lead reduction.
  - Read about water treatment units:  
[Point-of-Use Water Treatment Units for Lead Reduction](https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)  
 [\(https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html\)](https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)

Information on lead in drinking water, testing methods, and other steps you can take to minimize exposure are available at:

- Visit EPA [Basic Information about Lead in Drinking Water](http://www.epa.gov/safewater/lead) (<http://www.epa.gov/safewater/lead>)
  - Visit the Minnesota department of Health [Lead in Drinking Water](https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html) (<https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html>)
  - To learn about how to reduce your contact with lead from sources other than your drinking water, visit [Lead Poisoning Prevention: Common Sources](https://www.health.state.mn.us/communities/environment/lead/fs/common.html) (<https://www.health.state.mn.us/communities/environment/lead/fs/common.html>)
6. **Be Aware:** Head Start Programs, Child Care Centers, Public and Charter Schools all have requirements to test for lead in drinking water. These programs can learn more about requirements and resources for testing and remediation at [MDH Drinking Water in Schools and Child Cares](https://www.web.health.state.mn.us/communities/environment/water/schools/index.html) (<https://www.web.health.state.mn.us/communities/environment/water/schools/index.html>)

## Service Line Material Inventory

Dassel has completed and submitted our service line materials inventory to the Minnesota Department of Health. The service line inventory is publicly available, and you can check the materials for your service line by visiting the [Lead Inventory Tracking Tool \(LITT\)](https://maps.umn.edu/LSL/) (<https://maps.umn.edu/LSL/>). You may also contact us at <Insert Contact Information>. To complete the service line inventory, our system <insert a general description of how the system determined the status of service lines>. As of 10/16/2024, our inventory contains 0 lead, 53 galvanized requiring replacement, 645 unknown material, and 0 non-lead service lines.

## Help Protect Our Most Precious Resource – Water

## The Value of Water

Drinking water is a precious resource, yet we often take it for granted.

Throughout history, civilizations have risen and fallen based on access to a plentiful, safe water supply. That's still the case today. Water is key to healthy people and healthy communities.

Water is also vital to our economy. We need water for manufacturing, agriculture, energy production, and more. One-fifth of the U.S. economy would come to a stop without a reliable and clean source of water.

Systems are in place to provide you with safe drinking water. The state of Minnesota and local water systems work to protect drinking water sources. For example, we might work to seal an unused well to prevent contamination of the groundwater. We treat water to remove harmful contaminants. And we do extensive testing to ensure the safety of drinking water.

If we detect a problem, we take corrective action and notify the public. Water from a public water system like yours is tested more thoroughly and regulated more closely than water from any other source, including bottled water.

## Conservation

Conservation is essential, even in the land of 10,000 lakes. For example, in parts of the metropolitan area, groundwater is being used faster than it can be replaced. Some agricultural regions in Minnesota are vulnerable to drought, which can affect crop yields and municipal water supplies.

We must use our water wisely. Below are some tips to help you and your family conserve – and save money in the process.

- Fix running toilets—they can waste hundreds of gallons of water.
- Turn off the tap while shaving or brushing your teeth.
- Shower instead of bathe. Bathing uses more water than showering, on average.
- Only run full loads of laundry, and set the washing machine to the correct water level.
- Only run the dishwasher when it's full.
- Use water-efficient appliances (look for the WaterSense label).
- Use water-friendly landscaping, such as native plants.
- When you do water your yard, water slowly, deeply, and less frequently. Water early in the morning and close to the ground.
- Learn more
  - [Minnesota Pollution Control Agency's Conserving Water webpage \(https://www.pca.state.mn.us/living-green/conserving-water\)](https://www.pca.state.mn.us/living-green/conserving-water)
  - [U.S. Environmental Protection Agency's WaterSense webpage \(https://www.epa.gov/watersense\)](https://www.epa.gov/watersense)



June 30, 2025

Delivery via Email Please Reply "Received"

Ms. Renee Eckerly  
City of Dassel  
PO Box 391  
460 3rd Street South  
Dassel, MN 55325

RE: Spectrum Channel Line-up – Up Coming Changes

Dear Ms. Eckerly:

Spectrum Mid-America, LLC ("Spectrum") was recently notified that HBO Family, ThrillerMax, MovieMax and OuterMax is ceasing its service on or after August 15, 2025. This change is out of Spectrum's control. On August 15, 2025, the channel will be slated with, "Programming is no longer available."

If you have any questions about this change, please feel free to contact me at (952) 367-4263 or via email at [david.larson@charter.com](mailto:david.larson@charter.com).

Sincerely,

A handwritten signature in black ink that reads "David Larson".

David Larson  
Director of State Government Affairs Minnesota  
Charter Government Affairs



July 7, 2025

Delivery via Email Please Reply "Received"

Ms. Renee Eckerly  
City of Dassel  
PO Box 391  
460 3rd Street South  
Dassel, MN 55325

RE: Spectrum Channel Line-up – One America News, A Wealth of Entertainment, and Local Look Today

Dear Ms. Eckerly:

This letter will serve as notice that on or after July 17, 2025, Spectrum Mid-America, LLC ("Spectrum") is contractually required to launch One America News and A Wealth of Entertainment on the channel line-up serving your community.

Additionally, on or after July 31, 2025 Spectrum is contractually required to launch Local Look Today on the channel line-up serving your community.

If you have any questions about these changes, please feel free to contact me at (952) 367-4263 or via email at [david.larson@charter.com](mailto:david.larson@charter.com).

Sincerely,

A handwritten signature in black ink that reads "David Larson".

David Larson  
Director of State Government Affairs Minnesota  
Charter Government Affairs

Dear Renee and Council Members,

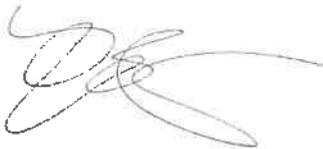
Supporting our main streets and local economy takes investment. Your partnership with us supports legislative advocacy, career and technical education programming, workforce development, child care training and more. As Southwest Initiative Foundation plans for our next fiscal year, we are asking for your financial support for local business initiatives and economic and workforce development efforts. **The demand for our work continues to increase, and we need your support more than ever.**

We believe one of the best ways to invest in our communities is to invest in southwest Minnesota entrepreneurs and small business owners. Our Business Finance Program and Microenterprise Loan Program supports the retention, expansion, transition, creation, and attraction of businesses. In addition, our microloan program provides customized technical assistance for the length of the loan to help clients improve their skills in financial management, operations, marketing, and more. We invest in communities because we believe in building a strong southwest Minnesota, and we invite you to invest with us.

**As you make budget considerations for 2026, we ask for your support by including \$500.00 for Southwest Initiative Foundation's economic development work.** With your partnership, the people and businesses fueling communities can continue to thrive.

In the months ahead, our team will reach out to answer questions about the request, schedule presentations to your elected officials and offer more information.

Thank you for your consideration,



Tiffany Barnard  
Development Officer  
Southwest Initiative Foundation

P.S. In addition to these important investments, \$946,187.58 has been awarded in grants directly impacting Meeker County this past fiscal year alone. Since inception, \$3,340,366.00 has been dispersed in Meeker County through our loan programs.

**Thank you to the following cities, counties and economic development authorities for partnering with us to invest in business and workforce development during Fiscal Years 2023, 2024, 2025.**

- |   |                        |
|---|------------------------|
| City of Adrian                            | City of Olivia         |
| City of Atwater                           | City of Ortonville     |
| City of Beaver Creek                      | City of Pipestone      |
| City of Benson                            | City of Renville       |
| City of Bird Island                       | City of Spicer         |
| City of Buffalo Lake                      | City of Sunburg        |
| City of Clara City                        | City of Tracy          |
| City of Cottonwood                        | City of Tyler          |
| City of Currie                            | City of Walnut Grove   |
| ✦City of Dassel✦                          | City of Watkins        |
| City of Dawson                            | City of Worthington    |
| City of Eden Valley                       | Big Stone County       |
| City of Ellsworth                         | Cottonwood County      |
| City of Fairfax                           | Jackson County         |
| City of Ghent                             | Kandiyohi County       |
| City of Glencoe                           | Lac qui Parle County   |
| City of Graceville                        | Lincoln County         |
| City of Granite Falls & Granite Falls EDA | Lyon County            |
| City of Grove City                        | McLeod County          |
| City of Hardwick                          | Meeker County          |
| City of Hendricks                         | Murray County          |
| City of Heron Lake                        | Nobles County          |
| City of Hills                             | Pipestone County       |
| City of Hutchinson - Hutchinson EDA       | Redwood County         |
| City of Kerkhoven                         | Renville County        |
| City of Lake Benton                       | Rock County            |
| City of Lamberton                         | Swift County           |
| City of Litchfield                        | Yellow Medicine County |
| City of Luverne                           |                        |
| City of Madison                           |                        |
| City of Marietta                          |                        |
| City of Milan                             |                        |
| City of Minneota                          |                        |
| City of Morton                            |                        |
| City of Mountain Lake                     |                        |
| City of Murdock                           |                        |
| City of New London                        |                        |