

Dassel, MN

Regular City Council Meeting

Monday, August 18, 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 July 21, 2025, and Red Rooster Committee July 15, 2025

Attachments:

- **City Council Meeting July 21, 2025** (7-21-2025_DRAFT_Regular_City_Council_Meeting_Minutes.pdf)
- **Red Rooster Committee Meeting July 15, 2025** (Red_Rooster_Committee_July_15_2025.pdf)

3. Public Hearing(s)

4. Open Forum

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

5. Additions or Omissions to Agenda

6. Consent Agenda

- Payment of Claims \$725,091.57**
- Accept resignation of Kent Shaker part time Liquor Store Clerks effective July 24, 2025.**
- Accept resignation of Jack Nesseth temporary seasonal part time Public Works effective August 13, 2025.**

7. Council & Committee Reports

- DAHS meeting, July 22, 2025 - Eckerly**
- DAEA Spring Lake Annual Meeting, July 22, 2025 - Mayor Lalone/Landrus**
- Red Rooster Committee meeting, Aug. 14, 2025 - Gaertner**

8. Staff Reports

a. Museum Director

Attachments:

- **Museum Director report** (Museum_Directors_August_Report.pdf)

b. Liquor Store Manager

Attachments:

- **Liquor Manager report** (Liquor_report_July_2025.pdf)

c. Fire Chief

Attachments:

- **Fire calls July 2025** (Fire_Calls_July_2025.pdf)

d. Public Works Director

Attachments:

- **Public Works July 2025 report** (Public_Works_Report_August__002_.pdf)

e. City Engineer - will not be in attendance

f. City Administrator

Attachments:

- **City Administrator report** (20250818_City_Administrator_Report.pdf)

g. City Attorney

h. Sheriff's Department

Attachments:

- **Sheriffs Dept monthly stats** (Sheriffs__Monthly_Stats_-_July_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

This item was tabled at the July 21, 2025, Council meeting.

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:

- **Notification of 60-day extension on PUD Adjustment** (7-25-25_Ltr_35_Blue_Properties_on_60_Day_Extension_on_PUD_Adjustment_Application.pdf)
- **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__1_.pdf)

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

This item was tabled at the July 21, 2025, Council meeting.

Motion to approve Resolution 2025-019 Approve Vacation of Drainage & Utility Easements in Highland Circle

Attachments:

- **Resolution 2025-019 Approve Vacation of Drainage & Utility Easements in Highland Circle** (2025-019_Resolution_Vacating_Drainage_and_Utility_Easement.pdf)

c. Discuss Bill Ward and Kurt Greenley presentation regarding the Dassel Heritage Preservation Commission (Ordinance 156 Historic Preservation.)

Attachments:

- **Bill Wards' Update on Dassel Heritage Preservation Commission** (Council_Update_on_Dassel_Heritage_Preservation_Commission.pdf)
- **City Council Minutes regarding Heritage Preservation Commission** (History_of_City_Council_Minutes_regarding_Heritage_Preservation_Commission.pdf)
- **DAHS History in Minutes regarding Historic Preservation Commission** (DAHS_History_in_Minutes_of_Heritage_Preservation_Commission.pdf)
- **History of City Attorney costs to establish Heritage Preservation Commission** (History_of_City_Attorney_cost_to_establish_Heritage_Preservation_Commission.pdf)
- **City Ordinance Chapter 156 - Historic Preservation** (CHAPTER_156_HISTORIC_PRESERVATION.pdf)

d. Motion to approve the purchase of 25 Kenwood Viking 7/800 MHz Portable Radios for Fire Department

Dave Johnson, Fire Chief will give report. He would like to utilize the 2023 Public Safety Aid (one time only) that the City of Dassel received.

Attachments:

- **2023 Public Safety Aid from State of MN** (2023_Public_Safety_Aid.pdf)
- **Quotes for new Portable 800MHz radios** (Quotes_for_new_portable_800MHZ_Radios_-_Fire_Department.pdf)

e. Motion to approve Resolution 2025-021 Setting and Approving the Annual Fee Schedule for 2025

f. ADDED: Motion to approve payment request #5 to Levanen Underground LLC in the amount of \$15,501.48.

10. Announcements / Dates to Remember

Meeker County Public Hearing for Variance Application - Tim and Mary Jo Read, 22667 708th Ave Dassel on August 19, 2025, at 5:00pm Government Center.

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

Reception for Erica Bakke, 2026 Aquatennial Princess, Wed. Aug. 20, 2025, 7:00 p.m. History Center

Joint Trail Board Meeting, Thurs. Aug. 21, 2025, at 4:30 p.m. Dassel City Hall

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

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

Red Rooster Day Festival Fri. Aug. 29, 2025, - Mon. Sept. 1, 2025.

Labor Day, Holiday - City Hall Closed Sept. 1, 2025

Dept Head meeting, Tues. Sept. 9, 2025, 7:00 a.m. at City Hall

Fire Advisory meeting, Wed. Sept. 10, 2025, 7:00 p.m. at Dassel Fire Hall

City Council meeting, Mon. Sept. 15, 2025, 6:00 p.m. at City Hall

Attachments:

- **Meeker County Public Hearing Variance - Read** (Meeker_Co_Public_Hearing_Variance_Tim_Read.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.