



# Regular City Council Meeting

Monday, November 17, 2025 at 6:00 pm

## 1. Call to Order

### a. Pledge of Allegiance

Led by Mayor Lalone

### b. Roll Call

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

## 2. Approval of Minutes for City Council meeting Oct. 20, 2025, Closed City Council meeting Oct. 28, 2025, Special City Council meeting Nov. 13, 2025, DAHS meeting Sept. 23, 2025.

### Attachments:

- **10-20-25 DRAFT Regular City Council Minutes** (10-20-25\_DRAFT\_Regular\_City\_Council\_Minutes.pdf)
- **10-28-25 DRAFT Closed City Council Minutes - Preliminary Consideration of Allegations** (10-28-25\_DRAFT\_Closed\_City\_Council\_Minutes\_-\_Preliminary\_Consideration\_of\_Allegations.pdf)
- **11-13-25 DRAFT Special City Council Minutes - Attorney firm interviews** (11-13-25\_DRAFT\_Special\_City\_Council\_Minutes\_-\_Attorney\_firm\_interviews.pdf)
- **DAHS September 23 2025 Meeting Minutes** (DAHS\_September\_23\_2025\_Meeting\_Minutes.pdf)

## 3. Public Hearing(s)

## 4. Open Forum

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

## 5. Additions or Omissions to Agenda

## 6. Consent Agenda

### a. Payment of Claims \$267,323.93

### b. Motion to approve Resolution 2025-026 accepting a donation to the City of Dassel from Dassel Firemans Relief Association Gambling Account in the amount of \$60,000.

**Attachments:**

- **2025-026 Resolution Accepting Donation-FD Gambling \$60,000** (2025-026\_Resolution\_Accepting\_Donation-FD\_Gambling\_60\_000.pdf)

- c. **Motion to approve Resolution 2025-027 accepting a donation to the City of Dassel from Gary & Doris Kyllonen in Honor of Orland Nelson in the amount of \$20.**

**Attachments:**

- **2025-027 Resolution Accepting a Donation to the City of Dassel -FD Dept \$20** (2025-027\_Resolution\_Accepting\_a\_Donation\_to\_the\_City\_of\_Dassel\_-FD\_Dept\_20.pdf)

**7. Council & Committee Reports**

- a. **DAHS meeting, Tues. Oct. 28, 2025 - Eckerly**
- b. **Closed City Council meeting, Tues. Oct. 28, 2025 - Mayor Lalone**
- c. **Special City Council meeting, Thurs. Nov. 13, 2025 - Mayor Lalone**

**8. Staff Reports**

**a. Museum Director**

Report will be distributed at the meeting. 11/18/25 UPDATE attachments added from Council meeting 11/17/25

**Attachments:**

- **History of the Restoration of Universal Laboratories Building** (History\_of\_the\_Restoration\_of\_Universal\_Laboratories\_Building.pdf)
- **Museum Director Report - Nov 2025** (Museum\_Director\_Report\_-\_Nov\_2025.pdf)

**b. Liquor Store Manager**

**Attachments:**

- **Liquor Monthly Report - October 2025** (Liquor\_Monthly\_Report\_-\_October\_2025.pdf)

**c. Fire Chief**

**Attachments:**

- **Monthly Report** (Fire\_Dept\_Monthly\_Report\_-\_October\_2025.pdf)

**d. Public Works Director**

Report will be distributed at the meeting.

11/17/25 UPDATED: Please find attached the monthly report and two quotes for generator service contracts for a 3-year period. Moy is recommending the Cummins bid. This is who the city currently contracts with.

**Attachments:**

- **Public Works Report November 2025 recieved 11-17-25** (Public\_Works\_Report\_November\_2025\_recieved\_11-17-25.pdf)
- **9-18-25 Cummins - 3 year Generator Planned Equip Maint** (9-18-25\_Cummins\_-\_3\_year\_Generator\_Planned\_Equip\_Maint.pdf)
- **11-5-25 Ziegler - 3 year Generator Planned Equip Maint** (11-5-25\_Ziegler\_-\_3\_year\_Generator\_Planned\_Equip\_Maint.pdf)

**e. City Engineer**

Mitchell Lease, Bolton & Menk will review the following items:

1. Payment estimate #1 from R & K Industries LLC dba Diversified Paving \$324,153.17 for Dassel Cokato Trail Improvements (9a Business Item).
2. 5-Year Street Capital Improvement Plan (9b Business Item).
3. 2027 Street Improvement Project (9c Business Item).

**Attachments:**

- **2025-11-13 2027 Imp Proj Mayor Cncl Memo** (2025-11-13\_2027\_Imp\_Proj\_Mayor\_Cncl\_Memo.pdf)

**f. City Administrator**

**Attachments:**

- **20251115 City Administrator Report** (20251115\_City\_Administrator\_Report.pdf)
- **10-27-2025 GMHI Letter to Selected Grantees\_City of Dassel - Housing Infrastructure Award Letter** (10-27-2025\_GMHI\_Letter\_to\_Selected\_Grantees\_City\_of\_Dassel\_-\_Housing\_Infrastructure\_Award\_Letter.pdf)
- **Meeker Co Justice Center Open House** (Meeker\_Co\_Justice\_Center\_Open\_House.pdf)

**g. City Attorney**

**h. Sheriff's Department**

**Attachments:**

- **Meeker Co Sheriffs Report - October 2025** (Meeker\_Co\_Sheriffs\_Report\_-\_October\_2025.pdf)

**9. Business Items**

- a. Motion to approve Payment Estimate #1 from R & K Industries, LLC dba Diversified Paving in the amount of \$324,153.17 for improvements to the Dassel -Cokato Trail**

**Attachments:**

- **2025-11-13 136350 Pay Est No. 1 - R & K Industries - Cokato Dassel Trail Improvements** (2025-11-13\_136350\_Pay\_Est\_No.\_1\_-\_R\_K\_Industries\_-\_Cokato\_Dassel\_Trail\_Improvements.pdf)

- b. Motion to approve 5-Year Street Capital Improvement Plan for 2027-2039 including map.**

**Attachments:**

- **2025-10-20 CIP Map Update - 5 year Street 2027-2039** (2025-10-20\_CIP\_Map\_Update\_-\_5\_year\_Street\_2027-2039.pdf)
- **2025-10-20 CIP Update - 5 year Street 2027-2039** (2025-10-20\_CIP\_Update\_-\_5\_year\_Street\_2027-2039.pdf)

- c. Motion to approve Resolution 2025-028 Ordering Preparation of Report on 2027 Street Improvement Project.**

**Attachments:**

- **2025-028 Resolution Ordering Preparation of Report on 2027 Street Improvement Project** (2025-028\_Resolution\_Ordering\_Preparation\_of\_Report\_on\_2027\_Street\_Improvement\_Project.pdf)

- d. Motion to approve contract with \_\_\_\_\_ for attorney services for the City of Dassel and authorize the Mayor and City Administrator to sign the agreement.**

Responses to billing question:

Flaherty & Hood will be presented at the meeting.

UPDATE: To your question about how we would bill for attorneys' time other than David, generally speaking, we would bring other attorneys in when their specific experience and skills would provide greater efficiency on a given matter, or otherwise as needed to complete a project on the quickest possible timeline. We would generally bill for all our attorneys' time spent working on a project for the city pursuant to the schedule of hourly rates in our proposal. This could include limited time for David (or me) to initially review a request for services and provide direction to another attorney, and then to review and revise the work product before submitting it to the city, as well as the time spent by the other attorney in completing the work, and on occasion some collaboration between attorneys as needed to work through complex issues, but we would not be duplicating services and having multiple attorneys billing for work that one attorney could do his or herself. Our billing statements will contain detailed descriptions of the work performed by each attorney so the city will know exactly what we're doing, and which attorney is providing services. Additionally, as the supervising attorney, I would review every billing statement before it is submitted to the city and exercise my judgment and reduce or delete time reported by any of our attorneys if I think we collectively spent too much time on an issue considering the nature and complexity of the project.

Finally, we are available to begin providing legal services to the City immediately, or whenever the City would like us to begin.

Kennedy & Graven - 1) As to your billing question regarding when other attorneys at K&G

are brought in to help, our practice is to bill for that attorney's time but we won't double up on work. As you might expect, there are some limited circumstances where the city gets value in having more than one attorney coordinating or working on a project. In those situations, we'll bill for both attorneys' time but only if there's a tangible value-add for the city. I can assure you that we take a substantial amount of pride in reviewing invoices carefully and not billing for services that the city doesn't obtain value in. We also leverage one another's expertise at K&G for the city's benefit, and so there are occasions when a short phone call with a colleague might provide Siobhan with an answer to a unique issue that would have otherwise taken her a lot more time to independently research. Under those circumstances, the city obtains significant value even if the time both attorneys spent on the phone call is billed. Additionally, in a situation where another attorney is brought in to handle a project independently, it's customary for only that attorney to run point with the city and handle that project, and therefore there'd be no need for Siobhan to be involved, i.e. that specializing attorney would be the sole person billing time on that project. We see that, too, as a significant value-add to the city because the specializing attorney is only being brought in because of their subject matter expertise in that area of law, i.e. Siobhan wouldn't need to spend the time and effort coming up to speed on an issue or area of law that someone else specializes in. I hope that answers your question but we're happy to elaborate further if you'd like.

**Attachments:**

- **Retainer Agreement - Civil City Attorney - Flaherty Hood P.A. Template 2025** (Retainer\_Agreement\_-\_Civil\_City\_Attorney\_-\_Flaherty\_Hood\_P.A.\_Template\_2025.pdf)
- **11-14-25 DOCSOPEN-#1060651-v1-Kennedy and Graven Agreement for Legal Services (Dassel)** (11-14-25\_DOCSOPEN-\_1060651-v1-Kennedy\_and\_Graven\_Agreement\_for\_Legal\_Services\_(Dassel).pdf)

**e. Update on RFP for Engineering/Architect firm for costs on designing new Fire Station**

At this time, Administrator Eckerly has been researching RFP's that other cities have utilized and may have a draft available at the meeting for Council consideration.

**f. Discuss if City Council wants to increase Meeting Per Diem from \$25.00 starting in 2026 and increase their salary starting in 2026.**

This was tabled at the October 20, 2025, Council meeting.

**Attachments:**

- **League of Minnesota Cities Wage Study Council Members List 9-2-25** (League\_of\_Minnesota\_Cities\_Wage\_Study\_Council\_Members\_List\_9-2-25.pdf)

**10. Announcements / Dates to Remember**

DAHS meeting, Tues. Nov. 25, 2025, 10:00 a.m. History Center

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

City Council meeting, Mon. Dec. 15, 2025, 6:00 p.m. at City Hall  
Delinquent Utility Account Hearing, Mon. Dec. 15, 2025, 6:15 p.m. at City Hall  
Truth In Taxation Hearing, Mon. Dec. 15, 2025, 6:30 p.m. at City Hall

Holiday - December 24, 2025 - Christmas Eve - City Hall Closed

Holiday - December 25, 2025 - Christmas Day - City Hall Closed

Holiday - December 31, 2025 - New Year Eve - City Hall open 8:00 am - noon

Holiday - January 1, 2025 - New Year Day - City Hall Closed

## **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.