



# Regular City Council Meeting

Monday, December 15, 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 Nov. 17, 2025, Red Rooster Minutes Sept. 29, 2025, and DAHS meeting Oct. 28, 2025.

### Attachments:

- **11-17-25 DRAFT Regular City Council Minutes** (11-17-25\_DRAFT\_Regular\_City\_Council\_Minutes.pdf)
- **Red Rooster Meeting Minutes September 29, 2025** (20250929RR\_Minutes.pdf)
- **10-28-2025 DAHS October Meeting Minutes** (10-28-2025\_DAHHS\_October\_Meeting\_Minutes.pdf)

## 3. Public Hearing(s)

### a. 6:15 PM Public Hearing for Certification of Delinquent Accounts

#### Attachments:

- **Delinquent Utility Assessment** (Delinquent\_Utility\_Assessment.pdf)

### b. 6:30 p.m. Public Hearing - Truth In Taxation

#### Attachments:

- **2026 Truth In Taxation Presentation** (2026\_Truth\_In\_Taxation\_Presentation.pdf)

### c. 7:00 p.m. Public Hearing Review Ordinance 36.01 Fee Schedule & Potential Increase in Water/Sewer/Stormwater rates for 2026

Updated: Resolution 2025-029 attached.

#### Attachments:

- **2025-029 Resolution 2026 Fee Schedule** (2025-029\_Resolution\_2026\_Fee\_Schedule.pdf)

- **UTILITY RATE INCREASE EXAMPLE** (UTILITY\_RATE\_INCREASE\_EXAMPL E.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.)

Darrin Sombke, Meeker County Commissioner

#### 5. Additions or Omissions to Agenda

#### 6. Consent Agenda

- Payment of Claims \$554,870.80**
- Approving new liquor license and Sunday liquor application for Thirsty's Bar & Grill under GTown LLC Sara Cassidy for January 1, 2026 to January 1, 2027 pending background check by Meeker County Sheriffs Department.**
- Motion not to waive municipal tort liability limits established by MN Statute 466.04.**

##### Attachments:

- **LMCIT Liability Coverage Waiver Form** (LMCIT\_Liability\_Coverage\_Waive r\_Form.pdf)

- Motion to schedule the 1st City Council meeting of 2026 on Tuesday, January 20, 2026, at 6:00 p.m.**

Due to Martin Luther King Jr day on the 3rd Monday of January 2026, the City Council regular meeting needs to be rescheduled.

- UPDATE: Motion to Approve the Appointment of the Fire Department Officers effective Jan. 1, 2025**

##### Attachments:

- **2026 Fire Department Officers** (2026\_Fire\_Department\_Officers\_-\_Counci l\_Approve\_12-15-25.pdf)

- Motion to approve Resolution 2025-032 accepting a donation to the City of Dassel from Dassel Firemans Relief Association Gambling Account in the amount of \$15,000.**

##### Attachments:

- **2025-032 Resolution Accepting Donation-FD Gambling \$15,000** (2025-03 2\_Resolution\_Accepting\_Donation-FD\_Gambling\_15\_000.pdf)

#### 7. Council & Committee Reports

- DAHS meeting, Tues. Nov. 25, 2025 - Eckerly**
- Joint Meeting with City of Cokato, ISD 466, and City of Dassel, Mon. Dec. 1,**

**2025 - Mayor Lalone**

**c. Red Rooster Committee meeting, Mon. Dec. 8, 2025 - Gaertner**

**8. Staff Reports**

**a. Museum Director**

**Attachments:**

- **Museum Directors Monthly report** (Museum\_Directors\_Monthly\_report.pdf)

**b. Liquor Store Manager**

**Attachments:**

- **Monthly Report** (Liquor\_November\_2025.pdf)

**c. Fire Chief**

The Fire Department has 20 Motorola XTS2500 radios that we would like to see if we can sell now that we have put the new portable radios into service. (Business Item 9a)  
Fire Department calendars should be coming.

**Attachments:**

- **Fire Department Monthly Report** (Fire\_Department\_Monthly\_Report.pdf)

**d. Public Works Director**

Kyle Moy, Public Works Director would like to discuss relisting the 2005 Ford Ranger for sale.

He would like to review with the Council the new towing arrangement with Bill Casey for this winter.

**Attachments:**

- **Public Works Report December 2025** (Public\_Works\_Report\_December\_2025.docx)
- **2005 Ford Ranger XLT 4x4 For Sale** (2005\_Ford\_Ranger\_XLT\_4x4\_For\_Sale.pdf)
- **2025 City of Dassel Snow Emergency EDDM** (2025\_City\_of\_Dassel\_Snow\_Emergency\_EDDM.pdf)

**e. City Engineer**

2027 Street Improvement Project (9c Business Item). Mitchell Lease, City Engineer will be reviewing the attached memo regarding Feasibility Report cost between \$18,000 - \$22,000.

He will be giving an update on the DEED BDPI application for Spectralytics.

The amended amount for the Trail Grant (MNDOT Active Transportation Grant) was \$8,668.41.

**Attachments:**

- **2025-11-13 2027 Imp Proj Mayor Cncl Memo** (2025-11-13\_2027\_Imp\_Proj\_Mayor\_Cncl\_Memo.pdf)
- **2025-11-25 2027 Imp Proj Feas Report Mayor Cncl Memo** (2025-11-25\_2027\_Imp\_Proj\_Feas\_Report\_Mayor\_Cncl\_Memo.pdf)

**f. City Administrator**

**Attachments:**

- **20251215 City Administrator Report** (20251215\_City\_Administrator\_Report.pdf)

**g. City Attorney - No Action Items**

**h. Sheriff's Department**

**Attachments:**

- **Meeker Co Sheriffs Monthly Stats - November 2025** (Meeker\_Co\_Sheriffs\_Monthly\_Stats\_-\_November\_2025.pdf)

**9. Business Items**

**a. Motion to declare the 20 Motorola XTS2500 radios as surplus property and authorize advertisement for bids or list on gov.deals.**

The Fire Department has 20 Motorola XTS2500 radios that we would like to see if we can sell now that we have put the new portable radios into service.

**b. Motion to certify delinquent water and sewer amounts to the Meeker County Auditor to be put on the real estate taxes**

**Attachments:**

- **Delinquent Utility Assessment** (Delinquent\_Utility\_Assessment.pdf)

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

**Attachments:**

- **TABLED 2025-028 Resolution Ordering Preparation of Report on 2027 Street Improvement Project** (TABLED\_2025-028\_Resolution\_Ordering\_Preparation\_of\_Report\_on\_2027\_Street\_Improvement\_Project.pdf)

**d. Motion to Approve Resolution 2025-030 Appointing Dassel State Insurance and Susan Jarl, Agent**

**Attachments:**

- **2025-030 Resolution Appointing Dassel State Insurance Agency and Susan Jarl** (2025-030\_Resolution\_Appointing\_Dassel\_State\_Insurance\_Agency\_and\_Susan\_Jarl.pdf)

- e. **Discuss proposal from SunShare for placement of solar gardens on PID 23-0607000**

**Attachments:**

- **Dec 2025 Solar Garden Proposal SunShare** (Dec\_2025\_Solar\_Garden\_Proposal\_SunShare.pdf)

- f. **Discuss purchasing digital archival system, Laserfiche proposal and DocuWare proposal. The money would be from account 101-41000-501 Capital Projects with a balance of \$40,000.**

Cities Digital-Laserfiche cost would be on page 6 of the proposal \$10,815.00. This price is for 100 users but must be purchased before 12-31-2025. The annual renewal would be approximately \$3,415.00. The city can take the option to lock in on annual renewal costs: 3-year term which includes a 3% YoY price increase on the \$3,415.00 or 5-year term which includes a 5% YoY price increase on the \$3,415.00.

Metro Sales - DocuWare cost would be on page 1 and 2 of the User Price. It is dependent on how many users. 7 users is \$13,021.63. Annual renewal would be \$9,101.63.

**Attachments:**

- **Cities Digital Software and Services Contract - 2025** (Cities\_Digital\_Software\_and\_Services\_Contract\_-\_2025.pdf)
- **Laserfiche Proposal - City of Dassel** (Laserfiche\_Proposal\_-\_City\_of\_Dassel.pdf)
- **12-11-25 updated DocuWare Proposal for City of Dassel** (12-11-25\_updated\_DocuWare\_Proposal\_for\_City\_of\_Dassel.pdf)
- **DocuWare User Price and SOW City of Dassel 12-11-2025** (DocuWare\_User\_Price\_and\_SOW\_City\_of\_Dassel\_12-11-2025.pdf)

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

- h. **Motion to approve Resolution 2025-029 Setting and Approving the Annual Fee Schedule for 2026**

Updated: Resolution number changed from 2025-031 to 2025-029 and updated resolution attached.

**Attachments:**

- **2025-029 Resolution 2026 Fee Schedule** (2025-029\_Resolution\_2026\_Fee\_Schedule.pdf)

- i. **Motion to Adopt Resolution 2025-31 Approving Final Budget & Levy**

Updated; Resolution number changed from 2025-032 to 2025-031

**Attachments:**

- **2025-031 Resolution Adopting Final Budget & Levy for 2026** (2025-031\_Resolution\_Adopting\_Final\_Budget\_Levy\_for\_2026.pdf)

- j. Motion to approve 3% pay increase for staff effective 1/1/2026.**
- k. UPDATE: Motion to approve quote from Computer Samurai for Firewall equipment for admin office, public works and museum, a new desktop computer for public works, and additional memory for 2 computers in Admin office**

I have contacted Eric at Computer Samurai for an updated quote. The money would come from 101-41000-500 Gen Capital Outlay (balance \$19,085.00) for the firewall equipment, 101-41400-203 City Clerk office supplies for memory (Balance \$1,430.31), desktop would be split between water 601-49400-500 Gen Capital Outlay (bal. 10,000) and sewer 602-49450-500 Gen Capital Outlay (bal. 15,366.22).

**Attachments:**

- **4-25-25 Estimate Computer Samurai** (4-25-25\_Estimate\_Computer\_Samurai.pdf)

- l. UPDATE: Motion to approve lease with Tiercel Properties LLC for ice rink to December 1, 2027.**

**Attachments:**

- **12-11-25 Ice Rink Lease with Tiercel Properties LLC** (12-11-25\_Ice\_Rink\_Lease\_with\_Tiercel\_Properties\_LLC.pdf)

**10. Announcements / Dates to Remember**

2026 Elected Leaders Institute Feb. 6-7, 2026, in Plymouth and Feb. 20-21, 2026, in Alexandria  
NEED TO REGISTER AND BOOK HOTELS ASAP

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

Dept Head meeting, Tues. Jan. 13, 2026, 7:00 a.m. at City Hall

Red Rooster Committee Meeting - Thurs. Jan. 15, 2026, at 6:00 p.m.

Holiday - January 19, 2026 - Martin Luther King, Jr. Day - City Hall Closed

City Council meeting, Tues. Jan. 20, 2026, 6:00 p.m. at City Hall

DAHS meeting, Tues. Jan. 27, 2026, 10:00 a.m. History Center, Annual Membership Meeting

## **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.

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Contact: Renee Eckerly (renee.eckerly@dassel.com 320-275-2454) | Agenda published on 12/12/2025 at 12:54 PM