

Dassel, MN
Regular City Council Meeting
Minutes
Monday, August 19, 2024 at 7:00 pm

1. Call to Order

Minutes:

Meeting called to order by Mayor Lalone at 7:02 pm.

a. Pledge of Allegiance

Led by Mayor Lalone

b. Roll Call

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

Minutes:

Members present: Gaertner, Landrus, Sombke, Thurn & Mayor Lalone. Members absent: none

2. Approval of Minutes - Special & Regular Council July 15, 20214

Minutes:

Motion by Landrus, seconded by Gaertner to approve the minutes as presented. Motion carried.

3. Public Hearing(s) - Historic Landmark Designation - Kaufman House, 250 Pacific Ave W

Minutes:

Public Hearing was opened at 7:04 pm.

Council member Thurn spoke on why she believes 250 Pacific Ave. W. should be designated as a historic landmark. Administrator Eckerly also spoke on behalf of the property owner Jessie Finstrom, Finstrom states she wants this designation so that there is some oversight in the future of the property.

Hearing was closed at 7:08 pm.

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

Minutes:

Motion by Sombke, seconded by Landrus to accept the agenda with the addition of the liquor store signage under the Liquor Store Manager report, it was decided to table the Board of Equalization and Review until the next meeting. Motion carried.

6. Consent Agenda

Minutes:

Eckerly would like item f to be removed for discussion. Motion by Gaertner, seconded by Thurn to accept the consent agent with the above changes. Motion carried.

- a. **Payment of Claims \$600,731.06**
- b. **Payment Request #2 on Project 2024 Parking lot and Sidewalk Improvement payable to Levanen Underground LLC in the amount of \$119,074.90**
- c. **Accept the resignation of Travis Nielsen, Public Works effective August 21, 2024.**
- d. **Approve a \$.50 (fifty cent) increase from \$12.00 to \$12.50 per hour rate to Dakota Cadorette, Liquor Store Clerk for completing 90-day performance evaluation is satisfactory, retro-active to July 15, 2024.**
- e. **Approve a \$.50 (fifty cent) increase from \$19.38 to \$19.88 per hour rate to Michael Adams, Liquor Store Clerk for completing 90-day performance evaluation is satisfactory, retro-active to July 15, 2024.**
- f. **Approve the hiring of Janis Rannow for the position of part time Museum Worker for 20 hours a week at \$15.00 per hour effective today.**
- g. **Approve the renewal of Intoxicating Liquor License for Thirsty's Bar & Grill LLC from October 1, 2024, to Sept. 30, 2025, pending background check.**
- h. **Approve street closure request from 2nd St to 3rd St on Atlantic Avenue for Firefighters Waterball contest on Sunday, Sept. 1, 2024 starting at 2:00 p.m.**
- i. **Approve Resolution 2024-017 Accepting a Donation from Dassel Fireman's Relief Association in the amount of \$3,920.00 for personal protective equipment.**
- j. **Approval to start the hiring process to fill the vacant full time Public Works position.**

7. Council & Committee Reports

a. Eckerly - Dassel Area Historical Society

Minutes:

Eckerly reported that Dassel Area Historical Society meeting covered discussions regarding the new website.

b. Council Member Landrus - Dassel Cokato Trail Committee

Minutes:

Council member Landrus reported the DC Trail Committee met on August 1st, discussed the on going maintenance of the trail and the portion that is in need of repair. The portion of the trail that is in need of repair is on the Dassel side in the Township. The financing options for the repairs will be discussed at an upcoming meeting.

Mayor Lalone asked about the rules of motorized vehicles on the trail and if electric bicycles were permitted. Landrus stated no motorized vehicles are allowed but unsure if electric bicycles fall under this category.

c. Council Member Gaertner - Small Business Group

Minutes:

Council member Gaertner reported that the Small Business Group has been focusing on making welcome packets for the new residents who move into town.

d. Bergum - Red Rooster Committee

Minutes:

City Clerk Bergum reported that the charcoal is in and everything else has been ordered as far as the food and supplies. There will be one last meeting on August 22nd to make sure everything is in order.

8. Staff Reports

a. Museum Director

Minutes:

Administrator Eckerly and Director Holje interview Janis Rannow for the position of Museum Worker and with her experience would like to propose \$19.00 per hour instead of \$15.00 for 20 hours a week. Motion by Lalone, seconded by Thurn to hire Rannow at \$19.00 per hour for 20 hours a week. Motion carried.

b. Liquor Store Manager

Minutes:

Director Moy reported staff had been focusing on cleaning and organizing. They will be doing cycle counts on inventory again. Focusing on bringing inventory in line and eliminating inventory that doesn't sell very well. Looking into signage now that the parking lot is being redone. Two quotes have been received, one from Scenic Signs and the other from Greater MN Communications. The plan is to move it further to the East. Moy will check with the thrift store to see about their sign placement. Moy's recommendation is for the Scenic Signs option which is less expensive and a 2-post similar to the current structure. Eckerly spoke with the auditor who stated there is \$133,784.00 remaining owed to the City from when the liquor store was first established. An interfund repayment loan from the General Capital Project and have a repayment schedule to budget \$5,000.00 a year to go back into this account.

Council gave Moy direction to move forward with the Scenic Signs design and found out the cost for the sign to be taller to include Again and Again. They also requested that she have the wire put in and bring an updated proposal back to council.

c. Fire Chief

Minutes:

Chief Johnson reported there were 24 calls for the month of July, 7 within the city limits. The Relief Association has decided to move ahead with joining the statewide pension plan and are looking at requesting an increase in the pension amount which is \$3,300 to an increase to \$4,000. This will be brought back to council at a later date after the members meeting.

Members were out on National night out and stopped in at places that had requested. The department participated in the Corn Carnival Parade and the Twine Ball Days Parade.

d. Public Works Director

Minutes:

Public Works Director Moy reported that the Department has been out street sweeping as needed and weather allows. They have been doing crack sealing on CJ Moe, Summit and the new part of Galigers finished. That is the extent of what we are going to be crack sealing this year. They have been painting curbs and crosswalks on the north side of town. There will be no painting in the downtown area until sidewalk and city hall project are completed. The new paint stripping machine is working great. The manholes on 6th/Public St. have been readjusted and are waiting on pavement. He had the company that repaired

the catch basin on Circleview do an inventory of our storm sewer catch basins that needed repair. They came back with a total of 22 that need repair. I had them complete 4 at this time at a cost of \$500 each. He is planning to continue repairing 4-5 per year until we are caught up. They have been continuing to grade the gravel portion of Pacific as needed along with other gravel drives and lot as needed. Water Dept.: He has submitted Arsenic, Nitrate, Nitrite and quarterly Fluoride samples to the state. There is an issue with a monitoring sensor but will be waiting till we have time to replace it. They did do an area isolation on HWY 12. This was due to an abandoned service line break. We were able to complete the repair and have water back on in about a half hour. Sewer Dept.: He has been busy doing some overdue repairs in the fields. They had Norbergs do the digging for us, and we did the repairs. They believe we have found a cost-effective way to repair the issues there in the future. The City has passed testing for the month and are spraying again. We will be running 24 hours a day as long as the weather allows. With all the rain this year we are having a hard time being able to spray. We will be doing some major cleanup of our paths and trails this fall. I have been having Nolan working with Ron on all of the sewer paperwork and sampling. He is catching on great and has been doing most day-to-day operations out there. Equipment: We are continuing to do regular maintenance on the equipment. We will be getting plow trucks and Vac Truck to DC Diesel for annual DOT inspections. We will do the services in house again this year. We are completing building and painting new street barricades. Vac truck is ready to go but we cannot get it out of our shop due to the project. Due to the parking lot being under construction we have been having to park our city equipment outside. I plan to relist the plow for the pay loader again next month before the snow comes. Personnel: I will be having Stan come in 4 days a week to help with loss of Travis. We have been continuing training Mason. He is doing well, and we are working him into responsibilities. I will be getting Mason set up to start testing for his class D operator licenses this fall. I will also be retesting for my class D wastewater license this fall. Parks: We have 95% completed the replacement of siding on Sellards Park bathroom. We are waiting on a couple pieces of trim that are on order. We will begin working on repairs on the inside shortly. The playground at Summit Hills installation has been pushed back to 9-3-24. This is due to the concrete curbing having to be removed and replace. Building/Property: Will be attending a presentation on a new lock system for city building. I have been having a ton of issues with the contractors working on project. There has been nothing issues with poor workmanship on final product, safety concerns (have been getting better) and leaving trash around work sites. I have had piping and tubing installed for future irrigation systems at both Public Works and City Hall. I also did have 2 irrigation companies come out and give quotes to install systems at City Hall. We again are having an issue with out-of-town people bringing their brush and clippings to the compost. I will be moving forward with getting pricing on having a gate installed with some type of controlled access. We have been up at the Museum and Mushroom doing some cleaning up of landscaping and bushes.

Motion by Landrus, seconded by Gaertner to approve the addition of rebar at an approximate cost of \$1,100.00 to the playground project. Motion carried.

Council would like Moy to check with Waste Management about compost pickup and

possibly limiting hours at the compost site.

Moy has received 2 quotes for irrigation for the front of City Hall. Motion by Landrus, seconded by Gaertner to approve the quote by LandsKapings out of the City Hall capital improvement fund. Motion carried.

e. City Engineer

Minutes:

Engineer Lease reported that the city has been awarded the grant for the library renovation in the amount requested of \$187,500.00. This being a 50/50 matching funds grant. They will make sure we meet the requirements, and a meeting will be scheduled with the Council and Library board to go over planning. The sheriff's department office will be worked back into the plans.

Eckerly expressed her concerns of storage for the city and would like to explore options for digital storage. Gaertner expressed her concerns about making sure we are keeping in mind the needs of everyone. Sombke addressed the issue of the bathroom and access for City Hall employees.

Lease reported an update on the 2024 Sidewalk project. The patching and pavement have been completed and they will be cleaning up the sidewalks. The color variations may be due to sealing issues. The Contractors will be starting at the liquor store on August 20th.

Councilmember Sombke asked Elizabeth Cronk, Librarian with the Pioneerland Public Library if she had any input she wanted to add. She stated she was present to hear what the process was going forward. Public Work Director Moy asked what they were planning to bring in that required the additional space. Cronk stated they would be adding a study room. Clerk Bergum asked what they intended to do for space when they brought in their special programming. Cronk stated they would either ask the city for use of the space or they possibly move their programming to the history center if possible.

f. City Administrator

Minutes:

Eckerly reported upcoming meeting include the Planning Commission meeting, Tue, August 20, 5:30 p.m., City Hall, Red Rooster Planning meeting, Thurs. Aug. 22, 2024, 6:00 p.m. at City Hall, DAHS Board meeting, Tues., Aug. 27, 2024, 10:00 a.m. History Center, Red Rooster Festival, Friday, Aug. 30 – Sept. 2, 2024, Small Business Group meeting, Mon. Sept. 9, 2024, at 10:00 a.m. at SIMO, Department Head meeting, Thu, Sept. 12, 7:00 am, City Hall.

Eckerly also reported the fire hall grant application was removed from the Senate Appropriations Committee for Congressionally Directed Spending. She has attended the following meetings: Small Business Group, Planning Commission, multiple election trainings, Town Cloud training, Department Head meeting, Red Rooster Planning, DAHS Board, Rural Water – Wellhead Protection – Emergency Response plan, Adult-Cannabis webinar, trail meeting, Paid Family leave webinar, construction meeting, Verkada – access system webinar. She discussed with League of MN Cities Human Resources department options for shortage in staff in the Administration office. It was recommended to wait to see

what happens in September. Local election files ended on August 13, 2024, with the following filings: Bob Lalone (mayor) and Amy Gaertner and Deborah Suchy (council). She has been accepted into the 2024-2025 Meeker in Motion program which starts Sept. 12, 2024. The City received letters from the League of MN Cities that Dawn Gillman, State Representative has been selected as legislator of Distinction for 2024. I received an email regarding grant dollars available for public art mural. It was decided to forward the grant for the mural to Carolyn Holje, Museum Director.

Scheduled the Special Meeting for September 9th at 6:00 pm at the History Center to discuss the budget and the THC Ordinance.

Eckerly reported that the updated lease for ProWorks had increase in their security deposit from \$1,500.00 to \$1,700.00 and their maintenance increase from \$200.00 to \$800.00.

This lease was never sent to ProWorks for review prior to approval. Motion by Gaertner, seconded by Sombke to keep the security deposit at \$1,500.00 and increase the maintenance repairs amount to \$500.00. Motion carried.

g. City Attorney

Minutes:

Attorney Greenley presented the following ordinances to Council 05-2024 05-2024 Ordinance REGULATING THE MANUFACTURE, DISTRIBUTION, AND SALE OF TETRAHYDROCANNABINOL (THC) PRODUCTS IN THE CITY OF DASSEL BY ADDING TO TITLE XI, BUSINESS REGULATIONS, A NEW CHAPTER 113, THC CANNABINOL PRODUCT, 06-2024 Ordinance Establishing a Municipal THC Dispensary (draft), and 07-2024 Amendment to City Code Ch. 110 Alcoholic Beverages (draft). These ordinances will be further discussed at the September 9th Special Meeting.

Regulation is applicable to 3rd parties and also the City. Greenley proposes the addition of language to include THC products to be sold and that we have the documents we need to in regard to applications and licenses, and a THC fund that follows the liquor model.

h. Sheriff's Department

Minutes:

Deputy Bonnick reported 92 calls for the month of July. Bonnick introduced the new deputy assigned to Dassel, Jason Kelly to Council and staff.

9. Business Items

a. Motion to approve Resolution 2024-018 Declaring Red Rooster Celebration as a City Festival

Minutes:

Motion by Landrus, seconded by Thurn to approve Resolution 2024-018 Declaring Red Rooster Celebration as a City Festival. Motion carried.

b. Motion to approve Ordinance 04-2024 Designating Kaufman House as an Historic Landmark

Minutes:

Motion by Lalone, seconded by Gaertner to approve Ordinance 04-2024 Designating the

Kaufman House a Historic Landmark. Motion carried.

c. CLOSED SESSION - Eckerly - 90-Day Performance Evaluation

Minutes:

A recess was started at 9:24 p.m. The meeting and Closed Session were resumed at 9:45 p.m. for the 90-Day Performance Evaluation of Administrator Eckerly. The Closed Session was closed at 10:19 p.m. A motion by Lalone, seconded by Sombke to approve a satisfactory 90-Day performance evaluation for Administrator Eckerly. Motion carried.

10. Adjourn

Minutes:

Motion by Gaertner, seconded by Landrus to adjourn the meeting at 10:20 p.m. Motion carried.