

# Dassel, MN

## Regular City Council Meeting

### Minutes

Monday, October 21, 2024 at 6:00 pm

#### 1. Call to Order

##### Minutes:

Meeting called to order by Mayor Lalone at 6:09 pm.

##### a. Pledge of Allegiance

Led by Mayor Lalone

##### b. Roll Call

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

##### Minutes:

Member present: Gaertner, Sombke, Thurn, Mayor Lalone with Landrus arriving at 6:18 pm.

#### 2. Approval of Minutes - Regular Council Sept.16, 2024; Special Council Sept. 26, 2024; Red Rooster Committee Aug. 22, 2024 and Sept. 25, 2024; Dassel-Cokato Joint Trail Board April 4, 2024 and Aug. 1, 2024; DAHS July 23, 2024 and Aug. 27., 2024.

##### Minutes:

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

#### 3. Public Hearing(s) - none scheduled

#### 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 Lalone, seconded by Gaertner to approve the Agenda with the addition of Resolution 2024-020 Accepting a Donation to the City of Dassel to 9b for approval. Motion carried.

#### 6. Consent Agenda

##### Minutes:

Motion by Sombke, seconded by Thurn to approve the Consent Agenda. Motion carried.

##### a. Payment of Claims - \$482,243.61

b. Payment Request #4 on Project 2024 Parking lot and Sidewalk Improvement payable to Levanen Underground LLC in the amount of \$121,998.47.

c. Approve Temporary 1 Day On-Sale Liquor License for Cokato Dassel Lions Club for November 22, 2204 at the Dassel History Center.

d. Approve MN Lawful Gambling permit for Dassel-Ckato Wrestling Boosters to hold raffle at Thirsty's Tavern, 241 Atlantic Ave W, Dassel on Feb. 8, 2025

e. Approve Resolution 2024-019 Opting to Join the Statewide Volunteer Firefighter Plan

f. Approve the appointment of Deb Suchy to be the Planning Commission Representative

on the Heritage Preservation Commission.

## 7. Council & Committee Reports

### a. Eckerly - Joint Trail Board meeting, Sept 19, 2024

**Minutes:**

Eckerly reported that at the last trail meeting they discussed applying for a grant for trail maintenance. A letter of intent was submitted by Bolton & Menk for this grant.

### b. Council Member Sombke - Dassel Area Historical Society meeting, Sept. 24, 2024

**Minutes:**

Sombke reported that the Historical Society is financially in good shape. They are still hoping to get some new space for storage. Sombke recently attended the PreserveMN 2024 conference in Red Wing, MN. He reported making multiple connections and obtaining resources. The staff is in the process of redoing the ERGOT exhibit.

### c. Council Member Gaertner - Red Rooster Committee meetings, Sept 25, 2024 and Oct. 15, 2024

**Minutes:**

Gaertner gave a recap of the September 25th Red Rooster Committee meeting stating the committee went over the years event and reported a profit of \$763. The October 15, 2024, meeting was to discuss the results of the survey and due to only receiving 150 responses to the survey it was concluded that not enough data was collected to make a decision to change the date. The next meeting will be held in February 2025..

### d. Mayor Lalone - Semi-Annual Joint meeting with City of Cokato and School District, Oct. 8, 2024

**Minutes:**

Lalone reported the Superintendent from the school provided an update regarding their Strategic plan. The City of Cokato has received a grant to install water to the school. The school will use the existing well for irrigation. The potential options for the elementary schools is to build a joint elementary school at the location the high school and middle school are located, have one city relinquish their school and join with the other or build on a new site yet to be determined. The City of Cokato are researching their needs for daycare and the legislative roadblocks they are encountering.

### e. Council Member Gaertner - Small Business Group meeting, Oct. 14, 2024

**Minutes:**

Gaertner reported the Small Business Groups has been organizing a Trick or Treat event currently have 15 local businesses participating. Still working on the welcome bags for new residents. Group is working to be geared more towards all businesses in town and not just the small businesses.

### f. Council Member Gaertner - Community Education meeting, Oct. 2, 2024

**Minutes:**

Gaertner reported that it was discussed at the Community Education meeting the new system they have to help streamline registrations.

## 8. Staff Reports

### a. Museum Director

#### **Minutes:**

Administrator Eckerly gave the museum report. They are still looking for options for more storage. The new website and Facebook page are up and running. They will also be putting out a monthly and quarterly online newsletter.

Janey Weston program, Oct. 6. was well attended. Upcoming events include the annual Art Tour on October 26th 10 am - 4 pm., Book Club on November 12th, Curtis and Loretta music on November 1st.

Other Exhibits Planned: Hatchery 2025, Printing and books – Steve Meisner and our printing items from the Dassel Dispatch, 2025 and Manhole Covers – Lydia Henry, What Is It?

### b. Liquor Store Manager

#### **Minutes:**

Working on making space for the THC beverages. I have been working on inventory counting as well as organizing and decluttering the back rooms to make end of the year audit as smooth as I can. The new sign should be here by the end of the month.

Motion by Lalone, seconded by Gaertner to hire Charlene Danielson for part-time Liquor Store Clerk at \$12.00 per hour starting October 22, 2024. Motion carried.

Motion by Lalone, seconded by Gaertner to approve the position of Liquor Store Assistant Manager and job description. Motion carried

Motion to hire Jordan Siltala for full-time Liquor Store Assistant Manager position at \$19.38 per hour pending background check. Motion by Lalone, seconded by Sombke to hire Jordan Siltala for the position of Liquor Store Assistant Manager at \$19.38 per hour pending receipt of background check. Motion carried.

### c. Fire Chief

#### **Minutes:**

Chief Johnson reported 46 calls for the month of September 22 being in the city limits and 315 year to date.

The Fire Relief took in about \$11,000 at the pork chop supper.

The Fire Department would like to purchase a new set of battery powered extrication equipment. They have been having some issues with the current gas-powered unit. Total cost for this system is around \$52,000. The Fire Relief would donate \$15,000 from our Relief Association general account (donation money) and the remainder will come out of the gambling money that has been given to the city, which is currently \$20,000 pending the next donation. There will be some fittings that will need to purchase and plan on splitting that cost (\$8500) between our Relief Association general account and the gambling money.

Since this is over \$25,000, Dave is researching if there is a State Bid on this item.

Motion by Lalone, seconded by Gaertner to purchase the extrication equipment from Great Plains not to exceed \$52,000.00. Motion carried.

Motion by Landrus, seconded by Thurn to approve the purchase of the fittings and nozzle

not to exceed \$8500.00 half of which will come from the Fire General Fund and the other half coming out of the gambling monies. Motion carried.

**d. Public Works Director**

**Minutes:**

Streets: The department has been out street sweeping as needed. We will be continuing to sweep every other week or as needed for leaf removal. The department has been doing some line painting around town to touch up some areas. Water: Moy did an interview with The Enterprise newspaper about our water system. Bakke will be testing for his class D water operator's license. Moy had Jeff Dale from DSG come out and do some training on hydrant repair. Waste Water: The department has completed spray field repairs. The department has had flow meters for our wastewater system calibrated. This is done semi-annually for wastewater. With the ponds on the lower side, the department had issues passing testing for discharge this month. Moy will continue sampling until the city passes so we can finish discharging for the year. Moy and Bakke attended classes for wastewater licenses. They both passed our tests. Moy has a C licenses and Bakke has a D. On 10/2024, the lift station pumps will be inspected and maintained. The department is currently flushing sewer lines. Parks: The exterior of Sellards Park bathroom is complete. Summit Park is useable. Moy is working with the Rotary Club about getting them to help do some dirt work around the park so that we can get it seeded yet this year. Equipment: Moy had McQueen out to do some warranty work on sweeper. The repairs are complete, and it is working well. The department has begun servicing plow trucks for the upcoming snow season. The department will be getting plows on the trucks in the upcoming weeks. The loader is scheduled to have its yearly service in the next couple weeks. Buildings and Property: It appear that the sidewalk project is finally coming to an end for this year. Moy has opened up a stall in the city shop to allow the sheriff deputy to store the squad car. Following the DC trail meeting, the department went out and trimmed some trees along the bike path. The irrigation system at City Hall is installed and running. The department will be winterizing all city properties in the next week or so. This includes blowing sprinkler systems out and shutting water down the parks.

Motion by Lalone, seconded by Thurn to approve the \$100.00 a month incentive pay for Moy and Bakke pending the receipt of letters from the State of Minnesota for their certifications in wastewater. Motion carried

**e. City Engineer**

**f. City Administrator**

**Minutes:**

Eckerly updated council of the upcoming meetings and events: DAHS Board meeting, Tues., Oct. 22, 2024, 10:00 a.m. History Center, Dassel Art Tour, Saturday, Oct. 26, 2024, 10:00 a.m. – 4:00 p.m. History Center, Discover Dassel Trick or Treat event, Oct. 31, 2024, 3:00 p.m. – 5:00 p.m. Downtown area, Small Business Group meeting, Mon. Nov. 4, 2024, at 10:00 a.m. at SIMO, General Election, Tues. Nov. 5, 2024, at 7:00 a.m. – 8:00 p.m. City Hall Community Room, Holiday – Veterans Day, Mon. Nov. 11, 2024, City Hall Closed,

Department Head meeting, Tues, Nov. 12, 7:00 am, City Hall, Special City Council Meeting, Thurs. Nov. 14, 2024, at 6:00 p.m. City Hall.

Eckerly has been continuing to research building access systems and has concluded that the electronic fob systems are too expensive for the city. But we will need to upgrade the current access system push button panels. She has research with staff upgrading the copy machine which was purchased in 2017 along with electronic document storage software. Sarah Swedburg, City Planner and Eckerly have been working with an interesting party for possible housing project. Eckerly attended the following meeting: Small Business Group, Trail Board, Meeker in Motion, meet with hiring firms, Department Head meeting, Red Rooster Planning, DAHS Board, Access system vendors, Cokato-Dassel Rotary, Tour Cretex Medical (fabulous), webinar on records retention, Joint School District, City of Cokato meeting, Nuvera regarding internet speed-fiber. Eckerly has been working with Gary Buysse, MMBA, for ideas for promoting the liquor store, the City Attorney on THC licensing and other legal issues. Also working on insurance renewal for work comp and liability insurance, and on renewal of health insurance policy. Attended webinar on the library renovation grant. The city has 5 years to complete the project. 100% up front funded by the city and then when the project is complete the city will be reimbursed in 2 months. Need to notify legislators of our project before the session starts. Working with Chuck DeWolf, on presentation to Park Board regarding creating a Park Capital Improvement Plan. Toured Cretex Medical with Darren Sombke and have some economic development tasks to research. Staff helping with Discover Dassel Trick or Treat event.

**g. City Attorney**

**Minutes:**

Motion by Landrus, seconded by Gaertner to set the advanced payment of the non-refundable background investigation fee at \$500.00 and the annual license fee at \$2,200.00. The Insurance limits shall be \$1,000,000.00 per occurrence and \$2,000,000.00 annual aggregate per license year. Approving the THC application for license and the background consent form. Motion carried with Thurn opposed.

**h. Sheriff's Department**

**Minutes:**

Deputy Kelly gave the monthly report for September. Kelly thanked Public Works for the parking space in the shop.

**9. Business Items**

**a. Discuss the Proposed Law Enforcement Contract between Meeker County Sheriff and City of Dassel for 2025-2026**

**Minutes:**

Motion by Gaertner, seconded by Thurn to approve the 2025-2026 Law Enforcement contract with Meeker County. Motion carried.

**b. Resolution Accepting a Donation to the City of Dassel 2024-020**

**Minutes:**

Motion by Gaertner, seconded by Thurn to approve Resolution 2024-020 Resolution Accepting a Donation to the City of Dassel. Motion carried.

## 10. Adjourn

**Minutes:**

Motion by Landrus, seconded by Gaertner to adjourn at 8:19 pm. Motion carried.