

Dassel, MN

Regular City Council Meeting

Minutes

Tuesday, January 21, 2025 at 6:00 pm

1. Call to Order

Minutes:

Mayor Lalone called the meeting to order at 6:00 pm.

a. Pledge of Allegiance

Led by Mayor Lalone

b. Oath of Office

Council members Gaertner and Suchy & Mayor Lalone

Minutes:

Administrator Eckerly administered the Oath of Office to Mayor Lalone, Council member Gaertner and Council member Suchy.

c. Roll Call

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

Minutes:

Members present: Gaertner, Landrus, Suchy and Mayor Lalone. Members absent: Thurn

2. Approval of Minutes

Minutes:

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

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.)

Minutes:

Resident Dave Johnson, 130 Linart Ave. spoke about the proposed fee for an Irrigation box (curb stop) to be installed by Public Works. Johnson stated that when the City changed the ordinance last it was to remove the responsibility of ownership of the curb stop, which would include maintenance, from the City to the property owners. Johnson feels that putting this fee on the fee schedule goes against the ordinance and that the work should be done by a contractor. Public Work Director Moy explained they are repairing the top of the curb stop and not the plumbing, Moy wants to have an easier access in the wintertime. Council will review the ordinance before making a decision.

5. Additions or Omissions to Agenda

Minutes:

None were recommended.

6. Consent Agenda

Minutes:

Motion by Landrus, seconded by Gaertner to approve the Consent Agenda with the one change of moving item 6g to 9f. Motion carried.

- a. **Payment of Claims - 2024 \$87,396.00 and 2025 \$423,592.22**
- b. **Approve Resolution 2025-001 Accepting a Donation to the City of Dassel designated for Fire Department.**
- c. **Approve a \$.50 (fifty cent) increase from \$19.00 to \$19.50 per hour rate to Janis Rannow, Museum Worker for completing 90-day performance evaluation is satisfactory, retro-active to Nov. 19, 2024.**
- d. **Approve a \$.50 (fifty cent) increase from \$19.38 to \$19.88 per hour rate to Jordan Siltala, Assistant Liquor Store Manager for completing 90-day performance evaluation is satisfactory effective Jan. 24, 2025.**
- e. **Approve a \$.50 (fifty cent) increase from \$12.00 to \$12.50 per hour rate to Charlene Danielson, Liquor Store Clerk for completing 90-day performance evaluation is satisfactory effective Jan. 24, 2025.**
- f. **Adopt Resolution 2025-002 Designation Official Newspaper & Financial Institutions**
- g. **Adopt Resolution 2025-003 Ratifying Mayoral Committee Appointments for 2025**
- h. **Adopt Resolution 2025-004 Assigning Citizen and Staff Committee Appointments for 2025**
- i. **Adopt Resolution 2025-005 Making Council Assignments for 2025**
- j. **Adopt Resolution 2025-006 Allowing Wire/Automated Bank Payments & Authorizing Pre-Payment of Claims**
- k. **Adopt Resolution 2025-007 Establishing and Approving Public Works Employees Annual Stipends**

7. Council & Committee Reports

- a. **Fire Relief Meeting, Jan. 15, 2025 - Mayor Lalone**

Minutes:

Mayor Lalone reported at the meeting they discussed the financials, the purchase of a container specifically for the storage of the documents pertaining to the gambling, continuing with PERA for retirement funds, and the possibility of some of the gambling proceeds be used towards a school scholarship.

8. Staff Reports

- a. **Museum Director**

Minutes:

Director Holje reported they have their new copy machine, microfilm reader and computer for the back room. They are still looking forward to an addition and extra storage space so they can use the space they have now for a little theatre. The history center side of the building is in need to paint. Holje received a couple quotes which are later in the agenda. A new company is servicing the sprinkler system.

Our Community Strings performance on December 21, 2024 had a great turnout.

Upcoming events include: Reader's theatre of Our Town, Exhibit – "What's in a Name – Dassel?", Jerry Nelson, pianist June 20, Airborn – Summer, Community Strings in December, Cowboys in Sneakers, Poor Richard's Pizza, Cash bar. Working on food

licensing, Dueling Pianos – perhaps with the Arts Association, Crow River String Band, Red Rooster Program – Dennis Bengtson, Dakota Uprising Tour, Hatchery 2025, Printing and books – Steve Meisner, Dan Hoisington and our printing items from the Dassel Dispatch, 2025, Manhole Covers – Lydia Henry, What Is It?

b. Liquor Store Manager

Minutes:

Manager Moy reported a small growth in sales over last month. The inventory was done on January 2, 2025 with the auditor and everything turned out well. Staff is in the process of taking down holiday display and reorganizing. Reviews were done for Jordan Siltala and Charlene Danielson.

c. Fire Chief

Minutes:

Chief Johnson reported 34 calls for the month of December 2024, with 10 in the city limits bringing the total number of calls for the year to 392 which is 5 less than 2023. There are 32 year to date for 2025. Johnson stated they were called to help with the fire at Forsman farms and didn't have any issues with any firefighters but did have some equipment issues. He is working with Eckerly on filing an insurance claim.

d. Public Works Director

Minutes:

Street Department: The department has been sanding and salting as needed. Moy would like to remind residents that winter parking ordinance is in effect. Water Department: There was a service line break on CJ Moe on 1/3/2025. After getting to the break, it was discovered to be a property owner responsibility. Moy as done the sampling for MDH on 1/15/2025 and awaiting results. Regular sampling and testing are taking place, and we are working on the DNR conservation report. Sewer Department: The siding for the lift stations has been received. He is waiting on some nice weather to complete the project. An estimate for the replacement/repair of the irrigation pump was obtained. That came in at \$25,450, will be taking that out of 602-49450-500, if the motion passes. Equipment: The salter for the Toolcat has been received and installed. Moy purchased a new commercial chainsaw due to issues and ability to get the old one running. The Department continues to do maintenance and repairs on equipment. Personnel: The staff used PTO time over the holidays. Parks: The Department is doing our best to keep the ice conditions at the rink good, but the weather hasn't been cooperating.

e. City Engineer

Minutes:

Engineer Lease reported that the grant for the trail has been submitted in the amount of \$460,000.00 and we should hear something in April or May. Council member Landrus asked Lease if he could provide a drawing of the sleeve that would be used to repair the curb stop so that council will have a better understanding of what it is. Lease will get that information.

f. City Administrator

Minutes:

Administrator Eckerly reported upcoming events include - Fire Department Annual banquet, Sat. Jan. 25, 2025, 5:30 pm. Fire Hall (Council/Mayor/City Adm.) RSVP required, Fire Advisory Board meeting, Wed. Jan. 29, 2025, 6:00 p.m. Fire Hall, Board of Equalization Training, MUST BE COMPLETED BY JAN. 31, 2025, Small Business Group meeting, Mon. Feb. 3, 2025, at 10:00 a.m. at SIMO, Red Rooster Committee meeting, Tues. Feb. 4, 2025, at 6:00 p.m. at City Hall, Joint City Council & Planning Committee meeting, Mon. Feb 10 or Tues. Feb. 11, 2025 at 6:00 p.m. at City Hall, Department Head meeting, Tues, Feb. 11, 2025, 7:00 am at City Hall, Holiday – Presidents' Day, Monday, Feb. 17, 2025, City Hall Closed, City Council Meeting, Tuesday, Feb. 18, 2025, at 6:00 p.m. City Hall, DAHS meeting, Tues. Feb. 25, 2025, 10:00 a.m. History Center

If anyone is looking at attending the upcoming League of MN Cities events or the Coalition of Greater MN Cities Summer Conference hotels need to be booked ASAP.

Tracey & I attended a meeting with a developer regarding building 32 single and multiple family homes Spring Lake Country Estates. I attended the following meeting: Meeker Co Childcare issue, Annual Cable TV Commission, 2 meetings with Kurt Greenley & Sarah Swedburg on Cannabis ordinances and zoning, Meeker in Motion, Department Head, Safety Meeting, Deed webinar, Docuware storage presentation, Fire Relief meeting.

Administrative staff is preparing to launch the H2O Analytics application for residents to monitor their own water usage in February 2025. Tracey Bergum, City Clerk and I have been working on year-end reporting to multiple agencies and balancing for the audit. The annual audit with Sara Oberloh has been scheduled for March 24-26, 2025. Handle a variety of complaints and inquiries. The new Fee Schedule will be on the February calendar for action. I have been in contact with Duane Heier regarding the restrooms at Breed's Park and with Chuck DeWolf, Bolton & Menk to get an architect drawing for the Building Officer to review. There may be some money through Meeker County Public Health that could be applied for, I am researching. We are working on setting dates. Carolyn Holje, Museum Director, knows an artist that is working on creating a draft drawing of the proposed city seal. Carolyn has touched base with the artist, and he is still going to draft the design.

g. City Attorney

Minutes:

Attorney Greenley updated Council on the proposed Cannabis Ordinance and Zoning Ordinance documents. Greenley, met on 2 separate occasions with Sarah Swedburg, City Planner with Bolton & Menk and Renee Eckerly, City Administrator, the ordinances and documents presented are the results from those meetings. A joint meeting with Council and the Planning Commission is being requested on either Monday, February 10 or Tuesday, February 11, 2025, to review the attached documents and get feedback. Council agreed to the Tuesday, February 11, 2025, meeting date. Greenley and Eckerly both participated in a webinar that discussed different options for cities who are looking at opening a dispensary.

h. Sheriff's Department

Minutes:

Deputy Kelly reported 128 calls for service in the month of December. There were 2 burglaries, no thefts and 81 traffic stops for the month.

9. Business Items

- a. Motion to approve the quote from Lakeside Paintworks LLC in the amount of \$6,860.00 for painting of event center, chair room, hallways, lobby and bathroom hallway at the History Center.**

Minutes:

Motion by Lalone, seconded by Gaertner to approve the quote from Lakeside Paintworks LLC in the amount of \$6,860.00 for painting of event center, chair room, hallways, lobby and bathroom hallway at the History Center. The expense would be charged to 101-45172-401 Repairs/Maint Buildings. Motion carried.

- b. Motion to approve the quote from Their Well in the amount of \$25,450.00 for repair of wastewater irrigation pump.**

Minutes:

Motion by Landrus, seconded by Gaertner to approve the quote from Their Well in the amount of \$25,450.00 for repair of wastewater irrigation pump, from 562-49450-500 Sewer Capital Outlay. Motion carried.

- c. Discuss motion to approve draft City Council Code of Conduct policy**

Minutes:

Motion by Lalone, seconded by Suchy to approve the City Council Code of Conduct policy. Motion carried.

- d. Motion to approve Resolution 2025-008 Local Board of Appeal & Equalization Trained Board Member Certification**

Minutes:

Motion by Landrus, seconded by Gaertner to approve Resolution 2025-008 Local Board of Appeal & Equalization Trained Board Member Certification. Lalone is currently certified which meets the requirement needed. Motion carried.

- e. Motion to schedule your 2nd City Council meeting of 2025 on Tuesday, February 18, 2025, at 6:00 p.m.**

Minutes:

Motion by Lalone, seconded by Gaertner to schedule your 2nd City Council meeting of 2025 on Tuesday, February 18, 2025, at 6:00 p.m. Motion carried.

- f. Adopt Resolution 2025-003 Ratifying Mayoral Committee Appointments**

Minutes:

Motion by Lalone, seconded by Landrus to Adopt Resolution 2025-003 Ratifying Mayoral Committee Appointments with the changes to the Dassel Business Group Liaison to only Gaertner and the Park & Rec Board be Gaertner and not Landrus. Motion carried.

10. Adjourn

Minutes:

Motion by Landrus, seconded by Gaertner to adjourn the meeting at 7:41 pm. Motion carried.

Contact: Renee Eckerly (renee.eckerly@dassel.com 320-275-2454) | Minutes published on 01/23/2025, adopted on 02/18/2025