

Dassel, MN
Special City Council Meeting
Minutes
Thursday, March 7, 2024 at 5:30 pm

1. Call to Order

Minutes:

Meeting called to order by Acting Mayor Landrus at 5:31 pm.

a. Roll Call

Minutes:

Council members present: Gaertner, Landrus, Sombke and Thurn, Mayor Lalone arrived at 5:52 pm.

Council members absent: none

2. Business Items

a. Review and approve proposed Administrator Job Description

Minutes:

The council discussed whether the Administrator position should be a contract or staff position. It was agreed to advertise the position as staff.

Mayor Lalone suggested these additions to the job description: 1. Serves as liaison between the City and community addressing concerns and fostering positive relationships. 2. Coordinate with community organizations, businesses, and residents to understand and address local needs. This would be placed under the EDA section.

It was agreed that not everything could be covered in the job description but the Council would be able to observe some things during the job interview.

Motion by Landrus, seconded Sombke to approves the job description with changes, salary depending on qualifications and post it for 6 weeks. Motion carried.

Vote results:

Ayes: 5 / Nays: 0

b. Discuss changing Public Works Director position from hourly to salaried; overtime; and staff hours

Minutes:

The Council reviewed overtime and comp time reports for all city departments.

Public Works Director Moy stated he is not opposed to being put on salary but would like to revisit and discuss his wages and would also like to be excluded from the on-call rotation.

Council member Gaertner asked about the public works employees certification timelines. It will be at least another 2 years before both Moy & Nelson will be able to test for their B wastewater licenses. The city currently contacts with Bolton & Menk. It was discussed that the employee on-call each week may need to be adjust their hours during the week to prevent overtime for weekend hours. It was agreed that public works hours should coincide with the hours City Hall is open.

No final decisions were made and the Council will continue discussions on this topic at another meeting.

3. Adjourn

Minutes:

Motion by Sombke, seconded by Landrus to adjourn the meeting at 6:24 pm. Motion carried.

Contact: Terri Boese (terri.boese@dassel.com 320-275-2454) | Minutes published on 03/12/2024, adopted on 04/15/2024