

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
DECEMBER 17, 2018, 6:47 P.M.
DASSEL CITY HALL**

The Regular Meeting of the Dassel City Council was called to order by Mayor Hungerford at 6:47 p.m. on December 17, 2018 at the Dassel City Hall.

Mayor Hungerford led the opening Pledge of Allegiance.

Present: Council members Bemenderfer, Carlson, Hallquist, Weseloh and Mayor Hungerford (5)
Absent: None (0)

APPROVAL OF MINUTES

Motion by Weseloh, seconded by Carlson to approve the November 19, 2018 Public Hearing; November 19, 2018 EDA Board Regular Meeting; and November 19, 2018 Regular Meeting minutes as presented with 1 correction. Motion carried unanimously.

ADDITIONS OR OMISSIONS TO AGENDA

Add items: 8A2. Clerk, Approve 2019 General Fund Budget; 9A. Claims, Additional Bills; and 11B. New Business. Snow plowing complaint.

Motion by Carlson, seconded by Hallquist to approve the agenda with the 3 additions listed above. Motion carried unanimously.

CONSENT AGENDA

- A. Motion to approve Cokato Dassel Lions Club Temporary Liquor License Application for January 12, 2019 as presented, pending the receipt of all required paperwork.
- B. Motion to adopt Resolution 2018-025 Designating Polling Precinct Location

**RESOLUTION RE-ESTABLISHING THE POLLING PRECINCT
AND PRECINCT LOCATION FOR THE CITY OF DASSEL**

WHEREAS, the City Council of the City of Dassel, Minnesota, pursuant to Minnesota Statute §204B.14, is required to establish or re-establish the boundaries of the election precincts within the municipality following the redistricting of the Legislature; and,

WHEREAS, the Legislature of the State of Minnesota has been redistricted; and,

WHEREAS, precinct boundaries must be re-established within 60 days of the time when the Legislature has been redistricted or at least 19 weeks before the State Primary, whichever comes first.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Dassel that the following precinct and polling location is hereby re-established as:

Dassel City Hall, Community Room
460 Third Street N, Dassel, MN 55325

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- C. Motion not to waive monetary limits for the 2019 LMCIT Liability Insurance Coverage.
- D. Motion to approve the transfer of any unspent capital outlay monies in the 2018 budget to their respective 500 funds.
- E. Motion to accept 2019-2020 Meeker County Law Enforcement Contract

Motion by Bemenderfer, seconded by Carlson to approve consent agenda items A-E as listed above. Motion carried unanimously.

COUNCIL & COMMITTEE REPORTS

The Council discussed amending City Code Sections 30.01 and 30.02. It was agreed to publish a notice of the proposed amendment, as follows and invite public comments at the January, 2019 Regular Meeting:

CITY COUNCIL

§ 30.01 MEETINGS. The regular meetings of the City Council shall be held on the first and third Monday of each month at 7:00 p.m. in the City Hall. If a regular meeting falls on a day considered as a legal holiday, the meeting shall be held on the next regular business day.

§ 30.02 ORDER OF BUSINESS.

- 1. Call to Order & Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval of Minutes**
- 4. Public Hearing(s)**
- 5. Open Forum - Citizens to be Heard**
- 6. Additions or Omissions to Agenda**
- 7. Consent Agenda**
- 8. Council & Committee Reports**
- 9. Departmental Reports**
- 10. Claims for Payment**
- 11. Old Business**
- 12. New Business**

Adjourn

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The Council reviewed the proposed Sign Ordinance City Code Chapter 155 as presented and recommended by the Planning & Zoning Commission. After numerous questions, the Council agreed to send written comments/suggestions to Clerk Boese who will refer them back to the Planning & Zoning Commission for review.

DEPARTMENTAL REPORTS

Clerk/Treasurer

Clerk Boese reported on the following upcoming meetings and events:

1. Discover Dassel meeting, Tue, Dec 18th at 5pm, Dassel History Center
2. Website training, Wed, Dec 19th at 10 am, Dassel City Hall
3. City Hall will be closing early on Mon, Dec 24th and Mon, Dec 31st and will be closed all day on Tue, Dec 25th and Tue, Jan 1st
4. Monthly Department Head Meeting, Wed, Jan 9th at 7am, City Shop
5. Discover Dassel meeting, Tue, Jan 15th at 5pm, Dassel History Center
6. City Hall will be closed on Mon, Jan 21st in observance of Martin Luther King day the January regular council meeting will be held the following day Tue, Jan 22nd

Other Items:

No action was taken on the Mural Agreement with Ryan Properties for the mural on the Red Rooster grocery store building.

Motion by Hungerford, seconded by Bemenderfer to approve the Loan Agreement and Promissory Note with Elicia Brantley as presented. Motion carried with Carlson voting no.

Motion by Weseloh, seconded by Carlson to adopt the Expenditure Policy as presented with 2 changes. Motion carried unanimously.

Motion by Bemenderfer, seconded by Weseloh to approve the 2019 Liquor Fund Budget as presented. Motion carried unanimously.

Motion by Bemenderfer, seconded by Carlson to approve the 2019 General Fund Budget as presented. Motion carried unanimously.

The Water, Sewer and Storm Sewer budgets were moved to the Public Works Department portion of the agenda for further discussion.

City Attorney

Attorney Greenley provided an update on the Historic Preservation Commission Ordinance. He met with Michael Koop from SHPO and will have a final draft for council review at the January, 2019 meeting.

Fire Chief Report

Motion by Carlson, seconded by Hallquist to ratify the following slate of Fire Department Officers for 2019:

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**Chief – Dave Johnson
Assistant Chief – Brian Massingham
Secretary – Jose Almazan
Treasurer – Justin Johnson**

Motion unanimously carried.

Liquor Store Manager

Manager Vetsch reported sales of \$96,730.86 for the month of November, which were an increase of 10% over last year. He also reported inventory counts are ready for year-end audit and the staff is ready for holiday sales. The council thanked Vetsch and his staff for the hard work in 2018.

Museum Director

Director Holje presented her monthly report which included the following:

1. FungusAmoungus production of A Visit from St. Nicholas played to sold out crowds in November and December.
2. An extension for the window restoration grant has been approved.
3. DAHS received a grant for \$7,375 to evaluate the building lighting and exhibit lighting in the museum.
4. Meeker County Heritage Preservation group will meet in January and she invited interested council members to attend with her.
5. There was a meeting held to evaluate the Dassel Heritage Preservation issues including the Haapala property to the South of the History Center.
6. The DAHS Board will meet on Tuesday, December 18th and will be evaluating 2018 programs and projects for 2018 and planning for 2019.
7. The floor on level 3 is being refinished after the water damage this summer.

Sheriff's Report

Deputy Sheriff Hare reported 84 calls for the month of November.

Public Works Department

The council reviewed the following activities for the Public Works Department completed last month:

1. Holiday decorations were installed this week.
2. We have been experiencing generator issues at the main lift station due to the recent power outage before Thanksgiving.
3. New asco valves were installed at the water plant which solved the low water alarms.
4. Furnace issues at the water plant have resolved.
5. The new main lift pump will be installed on the 18th.
6. The ice rink will not be flooded and available for use until we get additional staffing the Public Works department.
7. Recommendation to sell the old holiday decorations and proceeds be used toward purchase of additional new decorations.

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Motion by Carlson, seconded by Bemenderfer to terminate Ethan Fischer, Public Works employee effective immediately. Motion carried unanimously.

Motion by Bemenderfer, seconded by Carlson to hire Aaron Peterson as Public Works I at \$19.61 per hour pending background and reference checks. Motion carried unanimously.

Motion by Weseloh, seconded by Bemenderfer to continue paying Public Works employee Jay Evjen at time and a half for hours worked until Peterson starts working. Motion carried unanimously.

The council reviewed and discussed numerous staffing options for the public works department.

Motion by Carlson, seconded by Bemenderfer to post the following job opening, applications due at noon on January 9, 2019: Public Works Director, desired qualifications include B wastewater license and C water license, with a wage range of \$55,000-\$70,000 based on qualifications. Motion carried unanimously.

Motion by Carlson, seconded by Bemenderfer to post the following job opening, seasonal snow plow driver, applications due at noon on January 9, 2019. Motion carried unanimously.

CLAIMS FOR PAYMENT

Motion by Hungerford, seconded by Weseloh to approve payment of claims as presented along with additional claims for Mid MN Hot Mix, Pay Request #2, and Ahlgren Electric for a total of \$197,665.49. Motion carried unanimously.

NEW BUSINESS

Council member Weseloh reported he had received a snow plow complaint in regard to some damage done to a resident's yard. Clerk Boese reported that she had received a second complaint and both complainants had completed forms. Boese will have Public Works employees review the damage in the spring and reseed if necessary.

The meeting was recessed at 9:45 p.m. and reconvened at 10:00 p.m.

The meeting was closed at 9:56 p.m. to complete Clerk Boese's annual review.

The meeting was reopened at 10:17 p.m. and Mayor Hungerford announced that Boese had successfully completed the annual review.

Motion by Bemenderfer, seconded by Carlson to adjourn the meeting at 10:18 p.m. Motion carried unanimously.

ATTEST:

Ronald Hungerford
Mayor

Terri Boese
Clerk/Treasurer