

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
OCTOBER 15, 2018, 7:07 P.M.
DASSEL CITY HALL**

The Regular Meeting of the Dassel City Council was called to order by Mayor Hungerford at 7:07 p.m. on October 15, 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 Hallquist to approve the September 12, 2018 Special Meeting; September 17, 2018 Regular Meeting; and October 3, 2018 Special Meeting minutes as presented. Motion carried unanimously.

OPEN FORUM

Elicia Brantley informed the council that she plans to lease the Sunrise Diner restaurant. The restaurant needs a new freezer, a waste mop sanitation area needs to be installed and she needs help with the 1st month's rent. She requested funding in the amount of \$2,000 from the City. The Council recommended Ms. Brantley contact the Meeker County EDA to discuss possible funding options and suggested she present her request at the Dassel EDA meeting in November.

The Council reviewed a request from Dan and Monica Ward to amend the Liquor Ordinance to allow the issuance of a full on-sale liquor license to Thirsty's Tavern.

David Krueger, Executive Director, Meeker Development Corporation, invited elected officials, Planning Commission and EDA members to the Meeker County Housing Forum on Tuesday, October 30th from 4:00 to 7:00 p.m. at the Eagle's Club in Litchfield. Speakers include Minnesota Housing, Greater Minnesota Housing, Southwest Housing Partnership and financial advisors. The goal is to partner with local governments to learn, form a task force on housing with committees that meet monthly and a larger group that meets quarterly.

Brian Zeglen requested a variance permit to build a single-car garage on the property line. He was directed to pick up a variance application from the City Clerk's office.

ADDITIONS OR OMISSIONS TO AGENDA

1. Add item 7F. Website Committee update.

Motion by Bemenderfer, seconded by Hallquist to approve the agenda with one addition listed above. Motion carried unanimously.

CONSENT AGENDA

Motion by Weseloh, seconded by Bemenderfer to accept Walter Hansen's retirement notice, with many thanks, effective October 31st, 2018 and invite the public to an open house celebrating his 19 years of service to the City of Dassel on Wednesday, October 31st from 2:00 p.m. to 5:00 p.m. at Dassel City Hall. Motion carried unanimously.

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COUNCIL & COMMITTEE REPORTS

The Council reviewed the Planning & Zoning Commission Regular Meetings of August 15, 2018; August 20, 2018 Reconvened Meeting; and September 17, 2018 (*draft*) minutes.

Motion by Bemenderfer, seconded by Mayor Hungerford to hire Richard Whitney as Dassel Public Works Director at \$30/hour with an increase to \$31/hour after six months; pending a background and reference checks. Motion carried unanimously.

Motion by Carlson, seconded by Bemenderfer to advertise for Public Works Maintenance Worker I position. Motion carried unanimously.

Clerk Boese reported on the Sherburne Wright Cable Commission meeting. The Commission is currently working on the franchise renewal agreement.

Council member Bemenderfer reported the Heart Safe Committee is encouraging the public to attend a 45-minute presentation by Allina on CPR and AED use on Wednesday, October 17th at 1:00 p.m. at the History Center in the Community Room. The AED units will be installed later this week at the City Hall, Liquor Store and History Center.

Council member Hallquist reported on the Discover Dassel meeting. The group will be completing the fall cleanup and will submit their expenses.

Council member Bemenderfer provided an update on the website. A few decisions still need to be made on some outstanding items at the next telephone conference call scheduled for Tuesday, October 23rd.

DEPARTMENTAL REPORTS

Clerk/Treasurer

Clerk Boese reported on the following upcoming meetings and events:

1. Discover Dassel Meeting, Tuesday, October 23, 2018 at 5:00 p.m. at the Dassel History Center.
2. DC Trail Meeting, Thursday, October 18, 2018 at 5:00 p.m. at Dassel City Hall.
3. Dassel Area Historical Society Board Meeting, Tuesday, October 23, 2018 at 10:00 a.m. at the Dassel History Center.
4. Heart Safe Community Meeting, Wednesday, October 24, 2018 at 5:00 p.m. at Thirsty's Tavern.
5. The first Farmers' Market Winter Event Kickoff is Friday, October 26, 2018 from 2:30-5:30 p.m. at Dassel City Hall Community Room. This is a monthly Home to Roost project at which various types of vendors will attend.
6. The State General Election is Tuesday, November 6, 2018. The polls are open from 7:00 a.m. to 8:00 p.m. Boese encouraged everyone to come out and vote.
7. Dassel City Hall will be closed on Veteran's Day, Monday, November 12, 2018.
8. A Special City Council Meeting will be held Tuesday, November 13, 2018 at 5:30 p.m. at Dassel City Hall to canvass the election results.

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9. Monthly Department Head Meeting, Wednesday, November 14, 2018 at 7:00 a.m. at the Dassel Liquor Store.
10. Wellhead Protection Plan Part II Public Hearing, Monday, November 19, 2018 at 6:30 p.m. prior to the Regular City Council Meeting at Dassel City Hall.
11. Meeker Development Corp Housing Forum, Tuesday, October 30, 2018 from 4:00 p.m. to 7:00 p.m. at the Eagle's Club in Litchfield.

Other Items:

1. A notice was received from the State Auditor's Office indicating they have not received the annual TIF Report. The City Auditor is working on completing the submission.
2. A notice was received from the State Auditor's Office Division of Pension indicating they have not received the Fire Relief Association's Defined Contribution Allocation Table Report. The City Auditor is working with the Fire Relief Association Treasurer to submit the report.

City Attorney

Attorney Greenley reported the following:

1. The draft of the Storm Sewer Right-of-Way Easement on Lake Street has been presented to property owner, Jack Adams. No response has been received from Mr. Adams yet.
2. The Lazarchic Encroachment Agreement has been signed and recorded at the County.
3. A summary of the Dassel Liquor Ordinance issue discussed in March: Historically after Prohibition ended in 1933, counties had the option to go dry or wet. That option was abandoned in 1965, at which time all counties and all cities became wet except if, prior to 1965, a city had voted to remain dry. Prior to 1965 Dassel voted twice to remain dry. After 1965 the ordinance was amended with respect to the establishment of the Dassel Municipal Liquor Store. The 2002 referendum says, "*Strictly, shall the City Council be allowed to open an off-sale municipal liquor store for the sale of intoxicating liquor?*" The City owns and operates the municipal off-sale liquor store. There has been a request to allow on-sale liquor license which would require a city-wide referendum. Greenley will provide additional information at the next meeting.

Fire Chief Report

Chief Grochow reported the following:

1. There was a total of 15 calls for the month of September and 245 year-to-date calls, up roughly 20 calls from 2017.
2. Air pack vendors are being researched. A decision will be made before year-end price increases take effect.
3. Approximately 520 people attended the annual pork chop dinner on Friday, October 12th. Fire Prevention Week events were held last week.
4. He recommended alarm boxes with battery backup for the Heart Safe defibrillator equipment installation. The batteries need to be checked periodically.
5. The Fire Department has been trained on the use of Naloxone, also known as Narcan. It is now carried on the rescue vehicle for First Responders' use in event of an opioid overdose.

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6. Centerpoint Energy needs to upgrade the Fire Department's regulator for the backup emergency generator. This will be completed within the next two months.
7. Long range plans include upgrading fire trucks and turn-out gear. The Relief Association may contribute from their general fund towards the turn-out gear upgrade.

Liquor Store Manager

Manager Vetsch reported the following:

1. September sales were \$103,933.21, down 6% for the year. There is a 3% growth year to date.
2. Seasonal products are coming in for the Holiday Season.
3. The Liquor Store is preparing for the year-end audit.

Museum Director

Director Holje reported the following:

1. The Heritage Preservation Committee recommends moving forward with the Heritage Preservation Ordinance and Commission. Dr. Daniel Haapala has been working with the committee and has proposed the formation of a Heritage Preservation Commission and a Certified Local Government to pursue and protect all of Dassel's historic sites. A Heritage Preservation Commission ordinance would provide protection, but the Certified Local Government would make the City eligible to receive grants from many governmental and nonprofit organizations. The State of Minnesota provides online resources for the establishment of an HPC and a CLG.
2. Heart Healthy Community training will be October 17th at 1:00 p.m. at the History Center.
3. Art on Four has a Tiffany Replica Lamp Exhibit through October 27th.
4. The Summer Music Jam was fun and the Dassel Story Roll was a great success.
5. On October 25th at 7:00 p.m. Actor Patrick Skully will present Poet Walt Whitman free of charge. Mr. Skully received a grant from the Minnesota State Arts Board, has been touring Minnesota and will appear at the Guthrie Theatre's Dowling Stage in July of 2019.
6. October 27th is the Discover Dassel Fine Art Tour. This tour is funded in part by a grant from the Southwest Minnesota Arts Council through the Arts & Cultural Heritage Fund. This event draws a very large crowd.
7. The FungusAmongus performance of "Finishing School" at the History Center is scheduled for October 12th, 13th, 14th, 19th, 20th, and 21st. The performance is getting rave reviews.
8. City Attorney Greenley commented on the establishment of an HPC ordinance. Attorney Greenley, Mayor Hungerford and Council member Bemenderfer will meet to discuss the draft ordinance.

Public Works Director

Mayor Hungerford reported the following:

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1. A total of 3.539 million gallons were discharged to the spray fields in September. Total discharge for the year is 39.753 million gallons. The pond levels are low. Total permitted discharge is a total of 59.5 million gallons.
2. Street sweeping has started.
3. Hydrant flushing will be done the last two weeks of October, depending on personnel availability.

City Engineer

Engineer DeWolf reported the following:

1. The Water Treatment Facility Rehab Project evaluation was submitted to be placed on the Project Priority List in the Intended Use Plan, which is administered by the Minnesota Public Facilities Authority. The Department of Health completes this list. The final list came out at the end of September. The city's project is on that list and is within the fundable range. If the Council decides to move forward, there is funding through MPFA. Plans and specifications need to be prepared. An application needs to be submitted to MPFA. This work needs to be completed by March and submitted to the Department of Health for certification. Bidding of the project could begin late spring or early summer, and move into construction by mid to late summer. Throughout this process, approvals by the City Council will be needed.

Motion by Weseloh, seconded by Hallquist to authorize Bolton & Menk to complete plans and specifications for submittal to MPFA for the Water Treatment Facility Rehab Project. Motion carried unanimously.

2. He is continuing to work on the plans for the lift station upgrades. Upgrades include SCADA monitoring and panels. The Southside Lift Station is a priority. He recommended the lift station improvements be done simultaneously with the Water Treatment Facility Rehab Project.
3. The project to lower manholes around the city started today.

Sheriff's Report

Deputy Sheriff Bondhus reported the following:

1. There were a total of 79 calls in the month of September.
2. Crosswalk paint has faded on the highway and around town. MNDOT could be contacted to come out and repaint the highway crosswalks. He recommended more signage for pedestrian crosswalks.

CLAIMS FOR PAYMENT

Motion by Bemenderfer, seconded by Weseloh to approve payment of claims as presented in the amount of \$395,545.29. Motion carried unanimously.

The meeting was recessed for five minutes at 8:35 p.m.

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NEW BUSINESS

The meeting was closed at 8:40 p.m. discuss AFSCME Union negotiations pursuant to MN Statute 13D.03.

The meeting was reopened at 8:55 p.m.

Motion by Bemenderfer, seconded by Carlson to approve the Tentative Agreement items presented by the Negotiation Committee and AFSCME Union Representatives. Motion carried unanimously.

Motion by Weseloh, seconded by Bemenderfer to adjourn the meeting at 9:02 p.m. Motion carried unanimously.

ATTEST:

Ronald Hungerford
Mayor

Terri Boese
Clerk/Treasurer