

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
MAY 21, 2018, 7:21 P.M.
DASSEL CITY HALL**

The regular meeting of the Dassel City Council was called to order by Mayor Hungerford at 7:21 p.m. on May 21, 2018 at the Dassel City Hall.

Mayor Hungerford led the opening Pledge of Allegiance.

Present: Council members Carlson, Hallquist, Weseloh and Mayor Hungerford (4)

Absent: Bemenderfer (1)

APPROVAL OF MINUTES

Motion by Carlson, seconded by Hallquist to approve the April 10, 2018 Special Meeting; April 16, 2018 Public Hearing and Regular Meeting; and May 1, 2018 Special Meeting minutes with one correction. Motion carried unanimously.

OPEN FORUM

Mark Redman, Cokato Dassel Lions Club presented a proposal for construction of a 16'x24' shelter at bandstand park. He asked for input from the council on the preferred location for the shelter. The Lions Club will be seeking donations for picnic tables for the shelter. The council suggested Redman contact the Discover Dassel group for input on location of the shelter and thanked the Club for their generous donation.

Colleen Compton, Steering Committee Chair, presented information on the Marketing Home Town America Project. Joyce Aakre is the Project Coordinator. Seven community action circle groups have been meeting and Compton invited the Council and public to attend the final forum scheduled on May 31st at 6:30 pm at the Dassel Event Center. There will be project presentation at Red Rooster Days also. Some of the projects being presented will have the opportunity for funding through MN Extension Services.

ADDITION/OMISSION TO THE AGENDA:

1. Add: Council & Committee Reports 7F. School Strategic Plan

Motion by Weseloh, seconded by Carlson to approve the agenda with 1 addition listed above. Motion carried unanimously.

CONSENT AGENDA

- A. Motion to approve Thirsty's Tavern Wine & Strong Beer License Renewal Application. (All required paperwork has been received.)
- B. Motion to approve Thirsty's Tavern Dance Permit Application as presented.

Motion by Hallquist, seconded by Weseloh to approve Consent Agenda Items A & B as presented above. Motion carried unanimously.

COUNCIL & COMMITTEE REPORTS

The council reviewed the April 5, 2018 Red Rooster minutes and stressed the need for additional volunteers for Red Rooster Day events.

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The council reviewed the March 29, 2018 Planning & Zoning Commission minutes and the May 7, 2018 draft minutes.

The council also reviewed the Discover Dassel May 15, 2018 meeting minutes and the April 17, 2018 Summit Hills Homeowners Association minutes.

Clerk Boese reported on the CenterPoint Energy grant award received for defibrillators in the amount of \$1,450.

Council member Weseloh reported on DC School's strategic plan and upcoming Bond Issue referendum.

DEPARTMENT REPORTS

Clerk/Treasurer

Clerk Boese reported on the following upcoming meetings and events:

1. Dassel Area Historical Society Board Meeting, Tue, May 22nd, 10 am, Dassel History Center
2. Fire Relief Association Meeting, Tue, May 22nd, 6:30 pm, Dassel Fire Hall
3. Heart Safe Community Meeting, Wed, May 23rd, 6 pm, Dassel History Center
4. Wellhead Protection Planning Meeting, Thu, June 5th, 1 pm, Dassel City Hall
5. City Hall closed, Monday, May 28th in observance of Memorial Day
6. Marketing Hometown America, Community Action Forum, Thu, May 31st, 6:30 pm, Dassel History Center – Everyone is invited
7. Department Head Meetings have been put on hold for the summer and will resume in September.
8. 2017 Audit review workshop meeting, Mon, Jun 25th at 5pm, Dassel City Hall.

Boese thanked residents for participating in the city wide cleanup. It appeared to be a very productive cleanup. Boese suggested asking Dassel and Collinwood Townships if they would be interested in participating in the appliance and shredding drop off for their residents next year.

Motion by Hungerford, seconded by Hallquist to accept Tri-County Flooring's bid in the amount of \$3,720 to replace the carpet in the city clerk's office area. Motion carried with Carlson voting no.

Boese reported that she is working with Award Staffing to hire a replacement for the previous temp who recently took another job.

Motion by Carlson, seconded by Hallquist to amend the Personnel Policy Bereavement Leave language to read as follows:

In the event of the death of an immediate family member, defined as your and/or your spouse's parent, child or other dependent residing in the same household, employees will be permitted bereavement leave for up to three (3) consecutive

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business days to be paid at employee's regular rate of pay. PTO leave time accrues during this leave, and this paid leave is not deducted from the employee's bank of accrued PTO, ESLB, or CSTA, nor is it to be deducted from other benefit accruals. In the event of the death of an extended family member, defined as your and/or your spouse's sibling, aunt/uncle, niece/nephew, grandparent, or grandchild, employees will be permitted bereavement leave for one (1) business day to be paid at employee's regular rate of pay. Again, this paid leave is not deducted from the employee's banked PTO, ESLB, or CSTA, nor from other benefit accruals. If additional bereavement time is needed, the Department Head may approve such requests for additional time off in the form of PTO or unpaid leave.

Motion carried unanimously.

The City Attorney's report was moved to the end of the agenda.

Fire Chief

Chief Grochow reported 30 calls for April and a total of 135 calls year to date. The department is still working on getting the generator from the Cokato Fire Department. No word has been received on the FEMA grant application for air packs yet. The recent French toast breakfast had a good turnout. The light tower has not been repaired completely yet and they are working with the repair company to get it finished.

Motion by Carlson, seconded by Hallquist to approve Terry Heidecker's appointment to Training Officer, replacing Jeff Putnam who is retiring at the end of June, 2018. Motion carried with Weseloh abstaining.

Liquor Store Manager

Mayor Hungerford presented the liquor store monthly report which showed sales of \$83,918.74, a decrease of 7% under last years. The slow sales appear to be weather related.

Museum Director

Director Holje presented a list of upcoming events at the Event Center and Museum. She also reported on 2 grants that have been received: \$2,726 for the Fine Arts tour; and \$7,500 for digitizing and cataloging local photographs.

Public Works Director

Director Zwilling reported on the following items:

1. Looking at having, Stan Von Bank, summer temp worker will start the week of May 21st.
2. Spray field inspection went well. We will be discharging as soon as the lab reports are in. Failing spray heads have been replaced and we are experiencing electrical issues on 2 pivots.
3. Still some street sweeping left, should be finished shortly.
4. Sewer issues with non-flushable wipes.
5. Hydrant flushing will be done this week.
6. The 2017 Consumer Confidence Report has been received.

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City Engineer

Engineer DeWolf reported the construction plans for the 2018 Summit Hills Improvement Project have been completed. Project areas include:

- **Summit Cove:** The entire street, beginning and ending at Fifth Street North
- **Hilltop Drive:** From Summit Cove approximately 400 feet northwest to the end of the street
- **Fifth Street North:** From the south limits of the development to the north limits of the development
- **Miscellaneous Locations:** Stockpile, Erosion Corrections, North Storm Basin

In addition to the above improvements, some other miscellaneous improvements have been discussed in the past and could be added to the project. The following is a summary of these improvements:

- **Guy Street sidewalk replacement (William Avenue to Horace Avenue)**
- **CJ Moe Boulevard and Simon Avenue intersection patching**
- **Lake Avenue storm sewer outfall correction**
- **Miscellaneous street patching and concrete repairs**

Motion by Weseloh, seconded by Hallquist to adopt Resolution 2018-014 Approving the Plans & Specifications & Ordering the Improvement including additional areas as bid alternates. Motion carried unanimously.

DeWolf provided an update on the recent issues with the Simon Street lift station. He will be meeting with an electrical engineer to review the wiring in the lift station to see if it is an alarm, control, power or electrical issue. He will report back to the council and provide alternative solutions and costs.

Mayor Hungerford reviewed the meeting he, De Wolf and Boese had with the property owners at 100 S 7th St. They have experienced several backups over the past 10 years. There was also an issue at 600 Simon Ave.

Sheriff's Report

Sargent Howell reported 84 calls in April. 6 residents met for coffee with the Sheriff and the drug take back day on May 12th netted 81 pounds of drugs turned in. Howell also reported on the Partnership Program with paramedics.

CLAIMS FOR PAYMENT

Motion by Hallquist, seconded by Weseloh to approve payment of claims in the amount of \$307,891.73 as presented. Motion carried with Carlson voting no.

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OLD BUSINESS

Motion by Weseloh, seconded by Hallquist to contribute \$2,000 to the proposed Litchfield Chamber Business Partnership program. Motion failed to pass with Hungerford and Carlson voting no.

NEW BUSINESS

The council reviewed a notification letter from Xcel Energy in regard to ornamental attachments to their poles.

No action was taken in regard to the Meeker County Sheriff's report on alcohol compliance check violation by Casey's General Store. The council discussed updating the city ordinance to address license violations.

Motion by Carlson, seconded by Hallquist to approve Casey's General Store renewal application for Malt Liquor License, pending the receipt of all required paperwork. Motion carried.

City Attorney

Greenley asked the council to review Resolution 2017-014 and the proposed encroachment agreement in regard to Miller Manufacturing's request to vacate a portion of Atlantic Avenue.

The council recessed the meeting at 8:58 p.m. and reconvened at 9:03 p.m.

The meeting was closed at 9:04 p.m. to discuss pending litigation strategies in regard to Miller Manufacturing and Lantto nuisance abatement, with the City Attorney.

The meeting was reopened at 9:35 p.m.

The council determined Lantto's property is a nuisance and authorized the City Attorney to order the abatement of the nuisance providing Lantto 30 days from the date of the order to comply. Council members will review the order and submit any changes or corrections to clerk Boese before it is served on Lantto.

Motion by Weseloh, seconded by Hallquist to adjourn the meeting at 9:42 p.m. Motion carried unanimously.

ATTEST:

Ronald Hungerford
Mayor

Terri Boese
Clerk/Treasurer