

**REGULAR MEETING OF THE DASSEL CITY COUNCIL  
APRIL 15, 2019, 7:00 P.M.  
DASSEL CITY HALL**

The Regular Meeting of the Dassel City Council was called to order by Mayor Hungerford at 7:00 p.m. on April 15, 2019 at the Dassel City Hall.

Mayor Hungerford led the opening Pledge of Allegiance.

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

**APPROVAL OF MINUTES**

**Motion by Carlson, seconded by Weseloh to approve the March 18, 2019 Regular Meeting minutes as presented. Motion carried unanimously.**

**PUBLIC HEARING**

Carolyn Holje spoke on behalf of the DAHS Chairman, David Floren who was unable to attend the meeting. She stated the Board is in favor of the Council adopting the ordinance.

**OPEN FORUM**

Sheriff Brian Cruze presented the 2018 Activity Report. Call were up for the City in 2018. Total hours of coverage were 4,231, contracted hours were 4,160. Ordinance violations and animal complaints were up over previous year. Drug seizures were up significantly county wide. Assaults and thefts were down.

Council member Weseloh thanked Sheriff Cruze for the job his department has been doing and for providing a presence at Dassel events like National Night Out.

**ADDITIONS/OMISSIONS TO AGENDA**

Add to item 8F. Purchase dock for sewer ponds

Correct total claims on 6A to \$210,713.94

**Motion by Weseloh, seconded by Hallquist to approve the agenda with one addition and one correction as listed above. Motion carried unanimously.**

**CONSENT AGENDA**

- A. Approve payment of claims in the amount of \$210,713.94
- B. Approve Cokato-Dassel Lions Club On-Sale 3.2 Liquor License application for the Saints ballfield May 15 – Sep 2, 2019 pending the receipt of all required paperwork.
- C. Adopt Heritage Preservation Commission Ordinance, City Code Chapter 156
- D. Approve AFSCME memorandum of Agreement as presented.

Council member Weseloh requested item C be removed from the Consent Agenda. This item was moved to Business Item 9C.

**Motion by Weseloh, seconded by Carlson to approve consent agenda items A, B and D listed above. Motion carried unanimously.**

**COUNCIL & COMMITTEE REPORTS**

Council member Hallquist reported on the Discover Dassel French toast breakfast last weekend.

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Council member Hollaran gave an update on the severe weather program at the Fire Hall which was presented by meteorologist Jonathan Yuhas. He said to expect very bad storms and tornados this summer. She also took a tour of the fire hall.

**Motion by Hungerford, seconded by Hallquist to approve a salary increase of \$2,400 (\$200 per month) to Public Works Director, Mitchell Otten for receiving his Class C Water Operators License. Motion carried unanimously.**

**DEPARTMENTAL REPORTS**

**Clerk/Treasurer**

Clerk Boese reported on the following upcoming meetings and informational items:

- A. Discover Dassel meeting, Tue, Apr 16<sup>th</sup> was cancelled
- B. Fire Relief Association Quarterly meeting, Wed, April 17<sup>th</sup> at 6pm, Dassel Fire Hall
- C. DAHS Board meeting, Tue, April 23<sup>rd</sup> at 10 am, Dassel History Center
- D. Red Rooster meeting, Thu, May 2<sup>nd</sup> at 7 pm, Dassel City Hall
- E. Park & Rec Board meeting, Tue, May 7<sup>th</sup> at 5:30 pm, Dassel City Hall
- F. Dept Head meeting, Wed, May 8<sup>th</sup> at 7 am, Dassel History Center
- G. Annual city audit review, special meeting Tuesday, June 4 at 6 pm, City Hall
- H. League of MN Cities Annual Conference, June 26-28 in Duluth – let me know before the end of April if you plan on attending
- I. Transferred \$1,000,000 from the savings account at Perennial Bank to the League of MN Cities 4M Plus Fund last week. The interest rate is nearly 4 times the rate we are currently receiving at the bank.

**City Attorney**

Attorney Greenley provided an update on the Nuisance Ordinance editing that he has been working on, as directed by the Council in 2018. There are other sections of the City Code that need to be updated to be in compliance with the Nuisance Ordinance. He requested meeting with a subcommittee of the Council to provide additional direction. Mayor Hungerford and Council member Weseloh will meet with Greenley on Wednesday, April 24<sup>th</sup> at 7:00 p.m. at the City Hall.

Greenley presented information on the 1997 Use Agreement between the City and the Dassel Historical Society which expired in 2017. In addition to being the City Attorney he also represents the Historical Society. He explained the potential conflict of interest, Professional Rules of Conduct 1.7, if the Council directs him to prepare a new lease. The DAHS Board approved a waiver.

**Motion by Carlson, seconded by Weseloh being fully advised of the potential conflict of interest that could exist if Attorney Greenly were to handle the negotiations and drafting of a Use Agreement between the City of Dassel as property owner/lessor and the Dassel Area Historical Society as lessee of the property, does hereby give its informed consent through a waiver of this conflict of interest. This is a provisional waiver and the City of Dassel reserves the right to revoke the consent and wait as it may deem appropriate in the future. Motion carried unanimously.**

**Fire Chief Report**

Chief Johnson reported 26 calls for the month of March, 2019, 12 were in the City of Dassel. Total calls year to date were 82. The French toast breakfast will be May 19<sup>th</sup>, 8 am – 1 pm at the Fire Hall.

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**Liquor Store Manager**

Manager Vetsch reported gross sales for March of \$93,680.21, which is an increase of 7%. 1<sup>st</sup> quarter of 2019 showed an increase of 6%. They are preparing for the summer season.

**Museum Director**

Director Holje reported on the following projects and happenings at the History Center:

**Grants**

Active: Window Restoration

Scanning photos from our collection

Lighting Evaluation – consultant came. Waiting for report

**Meeker County Heritage Preservation group met in March at the GAR**

Not much new information

**Happenings**

*Seed Corn: from Maize to Amazing and Manthei Farm Dioramas*

Opening Sat., April 20, 10 a.m. Exhibited through Labor Day.

*Sculpture of the Brodin Brothers – Rodger, John and Neil*

Opening Sat. April 20, 10 a.m. Exhibited through June 15

Fungus Amoungus will be performing in Aberdeen on April 24<sup>th</sup>.

**Public Works Department**

Director Otten presented the following departmental information:

**Street Department-**

- The snow pusher that council approved to be ordered last month is on order and as soon as it is at the dealer, we will go to get it.
- Street sweeping has been started, the north side of the highway is complete for the first round, which also picked up the leaves in the gutters that got left last fall. We will be working on the south side as weather allows.
- Aaron has completed his 90-day probationary period with the city and his review has been completed. Upon completion of his review and discussion of some future goals, I would recommend to city council that the city increase his rate of pay by .50 cents per hour.

**Motion by Hungerford, seconded by Weseloh to increase Public Works Worker, Aaron Peterson's hourly wage by \$.50 cents per hour effective 4/3/19 after he successfully completed his 90-day probationary period. Motion carried unanimously.**

- We have developed a maintenance schedule for our equipment and will be assigning a unit number to all of the equipment. We currently only have unit numbers for the trucks and loader.
- Next month he will have quotes for street patching.

**Water Dept. / Water Plant-**

- The issues with Well #1 have been discussed with the engineer and he was looking in to what we should do. Possibly including this with the water plant project.
- Hydrant flushing is scheduled tentatively for the 1<sup>st</sup> week in May. Sewer flushing via hydrants will follow thereafter. Both of these are done on a twice annually basis. It helps keep costs down between sewer jetting.
- The main lift station needs an additional switch replaced.

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Sewer Department-

- The lift station generator checks this month show everything currently in working order. Some of the fuel levels are a little lower then preferred so we will be transferring fuel from our bulk tank to fill all of those.
- I have been in contact with the engineer on some flooding issues we have been having on the south side of town involving the storm water pond to the west of Porta-Dock. The water had crested and has been going down approximately 1 foot a week. We also started pumping some water to the south. We are looking at a possible spill-way on the south side to allow water to run that direction in the future if we were to ever have an issue with the tile line again after its repairs.
- We have sent samples in for our waste water irrigation season, we will be starting that within the next couple week or two.

Buildings/ Equipment-

- The vehicle lift was installed and hooked up. We have put it to use to fix some of the issues we had with our pickups.
- The two shops are still being cleaned. We had Waste Management bring a dumpster to the shop to get rid of some of the excess garbage that has been stored for many years. After those two building are done, we will move on to the storage building at the compost and the shop at the waste water plant. Upon doing so, we will be putting the holiday decorations all in one safe location and getting rid of some old equipment that is no longer used.
- All of the Public Works buildings have been rekeyed by Waverly Lock allowing us to have all the locks keyed alike for ease of use and replacing the old, residential style locks with heavy duty commercial locks.

**Motion by Weseloh, seconded by Hallquist to accept the bid of \$4,826 from Porta Dock for a new dock to be used at the sewer ponds, from account 602-49450-404. Motion carried unanimously.**

City Engineer

**Motion by Weseloh, seconded by Hallquist to approve the plans and authorize Bolton & Menk to advertise for bids on the 2019 water plant rehab project on May 17, 2019 and open bids on June 11, 2019 at 11:00 a.m. Motion carried unanimously.**

Council member Hollaran questioned whether 5G would be available in the Dassel area and if it would help in the new control systems at the water plant.

Council member Weseloh asked if the retention ponds in the Sellards area need have the silt removed and cleaned to function properly.

Sheriff's Report

Mayor Hungerford reviewed the Sheriff's report which showed 71 calls for the month of March.

**BUSINESS ITEMS**

- A. The Council reviewed City Code Section 155, Sign Ordinance as recommended by the Planning & Zoning Commission. Attorney Greenley provided an update on the Planning & Zoning Commission meetings in regard to this ordinance. Mayor Hungerford expressed concern in regard to dynamic signs in non C/I districts and advertising banners at the ballfield. Hungerford directed the Council to submit their concerns to

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Clerk Boese as soon as possible. A public hearing will be held at the May 20, 2019 meeting.

- B. Meeker County will be conducting a land auction of the remaining tax forfeited parcels in the Summit Hills Addition on April 24<sup>th</sup>. The remaining three parcels are: Outlots A & G; and Lots 4-12, Block 1. The Council discussed the special assessments remaining on these lots as requested by the County Auditor in regard to wrap around. It was agreed not to seek wrap around assessments on these lots.
- C. **Motion by Hungerford, seconded by Hallquist to adopt the Heritage Preservation Ordinance, City Code Section 156 as presented and once the Commission is established By-laws will be created along with submitting an application to become a Certified Local Government. Motion carried with Weseloh voting no.**

**Motion by Weseloh, seconded by Carlson to adjourn the meeting at 8:38 p.m. Motion carried unanimously.**

ATTEST:

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Ronald Hungerford  
Mayor

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Terri Boese  
Clerk/Treasurer