

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
JANUARY 22, 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 January 22, 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 Weseloh, seconded by Carlson to approve the December 17, 2018 Truth in Taxation; December 17, 2018 Regular Meeting; and January 15, 2019 Special Meeting; and January 17, 2019 Special Meeting minutes as presented. Motion carried unanimously.

ADDITIONS OR OMISSIONS TO AGENDA

Add items: 8A2. Hire seasonal snow plow driver Scott Sandquist; 11A. Claims processing.

Motion by Carlson, seconded by Hallquist to approve the agenda with the 2 additions listed above. Motion carried unanimously.

CONSENT AGENDA

- A. Motion to adopt Resolution 2019-001 Designation Official Newspaper and Financial Institutions
- B. Motion to adopt Resolution 2019-002 Mayor Committee Appointment
- C. Motion to adopt Resolution 2019-003 Assigning Citizen & Staff Appointments
- D. Motion to adopt Resolution 2019-004 Appointing City Assessor & Building Official
- E. Motion to adopt Resolution 2019-005 Council Assignments
- F. Motion to adopt Resolution 2019-006 Approving Annual Fee Schedule
- G. Motion to adopt Resolution 2019-007 Ratifying Slate of Fire Department Officers
- H. Motion to adopt Resolution 2019-008 Appointing Red Rooster Committee Members
- I. Motion to amend City Code Sections 30.01 & 30.02, City Council Meetings & Order of Business

Items B, C, F and I were pulled off the consent agenda for discussion.

Motion by Carlson, seconded by Weseloh to approve consent agenda items A, D, E, G and H. Motion carried unanimously.

Motion by Carlson, seconded by Hollaran to approve consent agenda items B, C, F, and I with changes as discussed. Motion carried unanimously.

COUNCIL & COMMITTEE REPORTS

No changes were made to City Code Section §30.01. The Council agreed to hold workshop meetings at 6:00 p.m. prior to the regular meetings, if necessary, instead of adding a second regular meeting each month.

City Code Section §30.02 Order of Business was amended as follows:

1. Call to Order, Pledge of Allegiance & Roll Call
2. Approval of Minutes

**REGULAR MEETING OF THE DASSEL CITY COUNCIL CONTINUED
JANUARY 22, 2019 7:00 P.M.
DASSEL CITY HALL**

3. Public Hearing(s)
4. Open Forum
5. Additions or Omissions to Agenda
6. Consent Agenda
7. Council & Committee Reports
8. Staff Reports
9. Business Items
10. Adjournment

Motion by Weseloh, seconded by Carlson to hire Mitchell Otten for Public Works Director at an annual salary of \$60,000, with increases as he earns additional water and wastewater licensures. Motion carried unanimously.

DEPARTMENTAL REPORTS

Clerk/Treasurer

Clerk Boese reported on the following upcoming meetings and events:

1. Fire Advisory Board meeting, Wed, Jan 30th at 7pm, Dassel Fire Hall

Motion by Hungerford, seconded by Hallquist to approve the quote from Quality Flow to repair the main lift station pump at a cost of \$2,798.00. Motion carried unanimously.

Motion by Hallquist, seconded by Hollaran to purchase holiday decorations from Temple Display in the amount of \$5,600 from the General Capital Outlay account 101-41000-500. Motion carried with Carlson voting no.

Motion by Hungerford, seconded by Carlson to hire Scott Sandquist as seasonal snow plow driver. Motion carried unanimously.

City Attorney

Attorney Greenley provided an update on the Historic Preservation Commission Ordinance stating he has met with Michael Koop 3 times. He has recommended that the liquor ordinance be separate from the micro brewery ordinance. He is still working on updating the nuisance ordinance as well as the sign ordinance. Also stated that the personnel committee needs to follow Roberts Rules of Law and also needs to take minutes. These items will be discussed further at the next meeting.

Fire Chief Report

Chief Johnson reported that the new air packs are now in service. There were 303 calls in 2018 which sets a new record. The department banquet will be held on January 26th. Chief Johnson requested permission to either sell or donate the old air packs. Chief Johnson will get prices to replace the batteries for the radios and present it at the Fire Advisory Board meeting.

Motion by Weseloh, seconded by Hollaran to grant permission to the Fire Department to sell or donate the old air packs as long as there is no liability to the City. Motion carried unanimously.

**REGULAR MEETING OF THE DASSEL CITY COUNCIL CONTINUED
JANUARY 22, 2019 7:00 P.M.
DASSEL CITY HALL**

Liquor Store Manager

Mayor Hungerford reviewed the Liquor Store report which showed sales of \$110,298.50 for the month of December and total sales of \$1,208,948.44 for 2018, an increase of 3% over 2017. Gross profits sagged a little and will continue to aim for the 23% mark. The store finished the year in good shape and they are ready for 2019.

Museum Director

Director Holje presented her monthly report which included the following:

1. The three board members whose terms had expired decided to run again. They are David Floren, Bob Wilde and Mary Jane Ahrens.
2. An extension for the window restoration grant was approved and is proceeding, it is expected to be finalized by July 30th.
3. DAHS received a grant for \$7,375.00 from the State of Minnesota Historical Society Legacy fund to evaluate the building lighting and exhibit lighting in the museum.
4. Meeker County Heritage Preservation group and representatives from the Haapala property have met with other city organizations in regard to Historic Preservation.
5. The DAHS Board will meet on Tuesday, December 18th and will be evaluating 2018 programs and projects for 2018 and planning for 2019.

Public Works Department

Mayor Hungerford presented the Public Works report:

1. New employee Aaron Peterson started on January 2, 2019 and has been working on much needed equipment maintenance.
2. One furnace out of 4 is working at the water plant, the parts are on order for the other 3 and should be fixed soon.
3. Numerous locates were completed this month.

Sheriff's Report

Deputy Sheriff Bondhus reported 74 calls for the month of December.

City Engineer

Motion by Hungerford, seconded by Hallquist to approve Bolton & Menk to prepare the CIP for the Fire Hall at a cost of up to \$4500.00. Motion carried with Weseloh voting no.

The main lift generator has been experiencing some issues and parts are difficult to find due to the age of the equipment. Several switches need to be replaced. He suggested that if the maintenance company is unable to repair it that another company should be brought in to perform the work.

Motion by Weseloh, seconded by Hollaran to authorize Bolton & Menk to contact Generac to get the switches replaced and the generator repaired. Motion carried unanimously.

CLAIMS FOR PAYMENT

Motion by Carlson, seconded by Hallquist to approve payment of claims as presented for a total of \$457,297.64. Motion carried unanimously.

OLD BUSINESS

MN DOT Landscape Partnership Grant to go to the Park and Rec commission for review. A meeting will be scheduled.

**REGULAR MEETING OF THE DASSEL CITY COUNCIL CONTINUED
JANUARY 22, 2019 7:00 P.M.
DASSEL CITY HALL**

NEW BUSINESS

Council member Carlson stated he would prefer to see the electronic signature removed from the check writing process and have the checks physically signed by both parties.

Motion by Carlson, seconded by Hollaran to have Mayor Hungerford sign checks for prepaids and claims. Motion carried unanimously.

Motion by Weseloh, seconded by Hallquist to adjourn the meeting at 8:50 p.m. Motion carried unanimously.

ATTEST:

Ronald Hungerford
Mayor

Terri Boese
Clerk/Treasurer