

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
DECEMBER 16, 2019, 7:25 P.M.
DASSEL CITY HALL**

1. **Call to Order** by Mayor Hungerford at 7:25 p.m.
 - a. **Pledge of Allegiance** led by Mayor Hungerford
 - b. **Roll Call**
Council members Present: Carlson, Hallquist, Hollaran, Weseloh and Mayor Hungerford
Council members Absent: None

2. **Approval of Minutes**
November 16, 2019 Regular Meeting and December 10, 2019 Special Meeting

Motion by Hallquist, seconded by Carlson to approve the minutes with two corrections.
Motion carried.

3. **Public Hearing**
 - a. 2020 Improvement Project
City Engineer DeWolf presented the 2020 Improvement Project, background information and proposed special assessments. Preliminary cost of the project is \$2.38M.

Numerous questions were raised in regard to the assessments. A speed bump was requested for Galighers Lane and an access to 6th Street in case of train derailment. The Council discussed the possible wear and tear on Summit Cove with all the new houses being built and the timing of the project.

4. **Open Forum**
 - a. Janell Martinson, representative from the Cokato Fire Department presented a Charitable Gambling License application for Wicked Moon Grille & Saloon.

Motion by Weseloh, seconded by Hallquist to approve the Gambling License application as presented. Motion carried with Carlson abstaining as he is a City of Cokato employee.

 - b. Lynda Peterson and Julie Manninen, representing Home to Roost presented a funding requests for folders and magnets in the amount of \$198.36; and materials to clear coat the new mural in the amount of \$777.36. The Council requested they seek funding from local businesses.

 - c. Kelsey Midthun representing the Home to Roost post card committee requested funding in the amount of \$1,065.00 for the upcoming 2020 post cards.

Motion by Weseloh, seconded by Hallquist to approve a contribution of \$1,065.00 for the 2020 post cards from 101-46520-241 beautification fund. Motion carried with Carlson voting no.

5. **Additions/Omissions to Agenda**

Motion by Hallquist, seconded by Carlson to approve the agenda with 1 addition to Council and Committee Reports 7a. Citizen Complaint. Motion carried.

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6. Consent Agenda

- a. Payment of Claims \$599,694.54
- b. Refund background check fee to Stacey Lyons for Wicked Moon Grille & Saloon
- c. Motion not to waive monetary limits for the 2020 LMCIT Liability Insurance coverage.
- d. Transfer remaining balances in capital outlay line items to their respective 500 funds.
- e. Approve Municipal Builders pay request #3 for \$286,561.80
- f. Adopt Resolution 2019-018 Join MN Warn and execute Mutual Aid Agreement
- g. Adopt Resolution 2019-019 Receiving Feasibility Report for the 2020 Improvement Project
- h. Adopt Resolution 2019-020 Ordering Preparation of Plans for the 2020 Improvement Project

Motion by Weseloh, seconded by Hungerford to approve consent agenda items a-g and put item h on the City Engineer's report. Motion carried.

7. Council & Committee Reports

- a. Mayor Hungerford provided a recap of the process

8. Staff Reports

- a. City Clerk/Treasurer
Upcoming meetings: Monthly department head meeting, Wed, Jan 8th at 7:00 am, Fire Hall; Jan regular council meeting, Tue, Jan 21st at 7:00 pm, City Hall

Other Items: city offices will be closed, Tue, Dec 24th at noon; all day Wed, Dec 25th; Tue, Dec 31st at noon; Wed, Jan 1st and Mon, Jan 20th.

Council reviewed the 2020 preliminary Fee Schedule.

Motion by Carlson, seconded by Hungerford to certify the 2020 General Fund Levy in the amount of \$829,582. Motion carried.

Motion by Hungerford, seconded by Carlson to adopt the 2020 General Fund budget in the amount of \$1,159,628. Motion carried.

Motion by Weseloh, seconded by Hollaran to pay Meeker County Ditch 8 expenses of \$10,236.40 in three annual payments of \$3,412.13. Motion carried.

- b. City Attorney
Attorney Greenley reviewed to proposed Personnel Policy amendments to compensatory time and paid time off.

Motion by Hungerford, seconded by Hollaran to approve the amendments to the Personnel Policy and include a revision requiring employees to submit a request for time off to their supervisor for approval prior to use. Motion carried.

- c. Financial Advisor

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The Council reviewed the preliminary cash flow analysis for the 2020 improvement project which was provided by Mike Bubany, David Drown representative.

- d. Fire Chief
Chief Johnson reported 292 calls year to date. He requested approval to purchase 2 cold water rescue suits at a cost of \$1,500.

Motion by Hungerford, seconded by Carlson to authorize the Fire Department to purchase 2 cold water rescue suits at a cost of \$1,500. Motion carried.

- e. Liquor Store Manager
Manger Vetsch reported November sales of \$97,387.60, which is an increase of 1% over last year. They have begun prepping for inventory on Jan 1st. The weather has slowed sales.

- f. Museum Director
No report

- g. Public Works Director
Director Otten reported the following:
Street sweeping is done for 2019 as of Friday 11/15. Mid-Minnesota Hot Mix has completed the repairs around the city. It turned out nicely.

The water plant project is coming along. They have started rehabbing one of the filters, are working on the additions, HVAC, Electrical, and will be painting soon.

Sewer Flushing is done for the year. Storm Water Pond—Update from Engineer

The red plow truck is back from getting repaired. It has gotten DOT inspected as well. We have plows on trucks, blades and boxes painted, and cutting edges replaced. We have also gotten most equipment serviced for the winter and snow blower ready. Requested authorization to build a lift for the loader to facilitate installation and removal of Christmas decorations at a cost of \$2,000; purchase cutting edges in the amount of \$4,000 and purchase a new/used truck up to \$30,000 in 2020.

Motion by Weseloh, seconded by Hungerford to authorize Director Otten to purchase cutting edges for plowing equipment at a cost of up to \$4,000 from line item 101-43100-404. Motion carried.

Motion by Carlson, seconded by Hollaran to search for a pickup that will meet the department's need at a cost not to exceed \$30,000 from the 2020 public works capital outlay budget. Motion carried.

Council recessed the meeting at 9:37 p.m. and reconvened at 9:45 p.m.

- h. City Engineer
The Council discussed length of bond for 2020 project; areas included in the project and funding options.

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Motion by Weseloh, seconded by Carlson to approve David Drown completing a comprehensive financial capital plan at a cost of \$5,000 from line item 101-41000-442. Motion carried.

Motion by Carlson, seconded by Hungerford to approve Resolution 2019-020 and remove the seal coating and Guy St improvements in the amount of \$200,000. Motion carried.

- i. Sheriff's Department
Deputy Hare reported 61 calls for the month of November.

9. Business Items

- a. Council reviewed the 2020 proposed Enterprise Fund budgets.

Motion by Carlson, seconded by Weseloh to approve the 2020 enterprise fund budgets as presented. Motion carried.

- b. Clerk/Treasurer annual review was moved to the January meeting.

10. Adjournment

Motion by Weseloh, seconded by Hallquist to adjourn at 10:02 p.m. Motion carried.

ATTEST:

Ron Hungerford
Mayor

Terri Boese
Clerk/Treasurer