

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
JANUARY 21, 2020, 7:04 P.M.
DASSEL CITY HALL**

1. **Call to Order** by Mayor Hungerford at 7:04 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**
December 16, 2019 EDA, Truth in Taxation and Regular Meeting

Motion by Weseloh, seconded by Hallquist to approve the minutes as presented. Motion carried.

3. **Public Hearing**

4. **Open Forum**
 - a. Clint Scherping requested follow up information from his questions presented at the November council meeting in regard to Nelson Tubs, TechMix, the Comprehensive Plan and Zoning Ordinance. The Planning Commission will be tasked with reviewing both the Zoning Ordinance and Comprehensive Plan this year.

5. **Additions/Omissions to Agenda** 2 additions
Council & Committee Reports item 7a. Complaint process
Council & Committee Reports item 7b. Special meeting 1/29 agenda items
City Clerk item 8a1. TechMix withdraw rezoning application request
City Clerk item 8a2. Approve Temporary Liquor License Application for Litchfield Eagles

Motion by Carlson, seconded by Hollaran to approve the agenda with 4 additions listed above. Motion carried.

6. **Consent Agenda**
 - a. Payment of Claims \$402,889.11
 - b. Approve Pay Request #4, Municipal Builders
 - c. Adopt Resolution 2020-001 Designating the Official Newspaper and Depositories
 - d. Adopt Resolution 2020-002 Ratifying Mayoral Committee Appointments
 - e. Adopt Resolution 2020-003 Assigning Citizen & Staff Committee Appointments
 - f. Adopt Resolution 2020-004 Appointing City Assessor & City Building Official
 - g. Adopt Resolution 2020-005 Making Council Assignments
 - h. Adopt Resolution 2020-006 Setting and Approving the Annual Fee Schedule
 - i. Adopt Resolution 2020-007 Approving Changes to Signatories
Motion by Carlson, seconded by Hallquist to approve consent agenda items a-i with corrections to items c and h. Motion carried.

7. **Council & Committee Reports**
 - a. Council member Weseloh recommended that complaints that are received be presented to the council. Since some data on the requests is confidential it was agreed that Clerk Boese will prepare a monthly report of complaints received for the council to

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review. A standardized letter will also be sent to each complainant upon receipt of the complaint.

b. Mayor Hungerford stated that the Council will hold a special meeting on January 29, 2020 at 7:00 p.m. and the agenda will contain two items: AFSCME Notice Hearing and Public Works Department staffing.

c. Council member Hollaran reported on the meeting she attended in Litchfield with area Mayor, Rep. Dean Urdahl and Minneapolis Mayor Frey. They discussed issues facing MN housing, development and day care.

8. Staff Reports

a. City Clerk/Treasurer

Upcoming meetings: Fire Advisory Board Meeting, Wed, Jan 22nd at 7:00 p.m., Dassel Fire Hall; DAHS Board Meeting, Tue, Jan 28th at 10:00 a.m., History Center; Monthly Department Head Meeting, Wed, Feb 12th at 7:00 am, City Hall; City offices will be closed Mon, Feb 17th; February Regular City Council Meeting, Tue, Feb 18th at 7:00 p.m. Dassel City Hall; Presidential Primary Election, Mar 3rd, Polls open 7:00 am – 8:00 p.m. Party specific ballots

1. Boese reported that she received an email from TechMix to withdraw their rezoning application.

2. Motion by Hungerford, seconded by Hollaran to approve the temporary on sale liquor license application for Litchfield Eagles pending the receipt of all required paperwork for an event at the Dassel Fire Hall on Sat, Jan 25, 2020. Motion carried with Weseloh abstaining.

b. City Attorney

c. Fire Chief

Chief Johnson reported 27 calls in December for a total of 303 calls for 2019. The Department had 4092 service hours in 2019.

Motion by Hungerford, seconded by Weseloh to ratify the list of Fire Department Officers for 2020 as follows:

Chief - David Johnson
Assistant Chief – Brian Massingham
Captain 1 – Kevin Carlen
Captain 2 – Andy Nelson
Captain 3 – Matt Doughty
Lieutenant 1 – Terry Heidecker
Lieutenant 2 – Justin Johnson
Lieutenant 3 – Jordan Oslund
Treasurer – Justin Johnson
Secretary - Caleb Herzog

Motion carried.

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- e. Liquor Store Manager
Mayor Hungerford reviewed the December report showing sales of \$111,026.33 and a total of \$1,264,773.93 for 2019, which is a 5% increase over 2018.
- f. Museum Director
Director Holje informed the Council that a documentary company from NY will be coming to discuss Ergot and the film will be aired on HULU and Viceland.

The 23 regular volunteers at the Museum logged 1751 hours in 2019. There were visitors from 70 cities in MN, 4 countries and 25 states in the past year.

She presented the following:

2020 Staff is planning programming – ideas for consideration

Exhibit IDEAS – Hosting an exhibit coming from League of Women Voters – Century Anniversary of Women’s Right to Vote – Scheduled July 17-31.

Main Street stories of the buildings

Dassel Fire Stories

Memorial Day

Veterans Day

Exhibit of Roosters

Hatchery Exhibit

Update Ergot Exhibit

Telephone

Hospital Medical Pharmacy

Vintage Kitchen

Events and Programing –

Lindley Creek Bluegrass Band –Scheduled June 2

Program on Women – Julie Lindquist

All School Reunion – Scheduled Sept. 6

Memorial Day Coffee - Scheduled

Strange Stories in Minnesota’s past – Chad Lewis

Love and Garlic

Sustainable Agriculture in Minnesota

- g. Public Works Director
Director Otten reported the following:
Street Department- The Ice Skating Rink is flooded and useable. We intended to have it ready before Christmas break but unfrozen ground hindered the progress. The hockey rink is not flooded and not useable this year due to issues with the walls but the regular free skate rink is good. The warming shack will be open for use as well. Some of the rink lights are out and I am working to see if we can get those replaced this winter yet or if they have to wait till summer.

Water Dept. / Water Plant – Completed the annual MPARS report to the DNR for our annual water usage under our permit. We have found a couple things that were causing a discrepancy in the water pumped compared to water used, but those issues have already been addressed and the discrepancy has already been fixed for the future.

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Sewer Department - The electric heater in the waste water plant has been repaired. We were able to have a new thermostat installed but it had to be special ordered due to it being a 3-Phase heater.

Buildings/ Equipment - All equipment has been serviced. We finally got all the cutting edges we needed and they have been changed out. One of the ceiling hung unit heaters in the shop had to have a new blower fan put in it. That has been completed and is back in service. We were able to use the lift basket for the taking down of holiday lights ourselves for the first time. It went well and will be very helpful for us in the future for tree trimming, light replacement, etc. During our slow times, we are cleaning up things around the shops, fixing irrigations parts for the upcoming season, doing preventative maintenance on the irrigation pumps, rebuilding and painting street barricades, and more.

Motion by Weseloh, seconded by Hallquist to approve the purchase of replacement street sign from Viking Sign and Graphics in the amount of \$1,586.84 from account 101-43100-210. Motion carried.

h. City Engineer

i. Sheriff's Department
Deputy Bondhus reported 73 calls for the month of December.

9. Business Items

The meeting was closed at 8:17 p.m. to conduct Clerk Boese's annual review.

The meeting was reopened at 8:30 p.m.

Mayor Hungerford reported that City Clerk/Treasurer Boese had successfully completed her annual review.

10. Adjournment

Motion by Carlson, seconded by Hallquist to adjourn at 8:31 p.m. Motion carried.

ATTEST:

Ron Hungerford
Mayor

Terri Boese
Clerk/Treasurer