

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
MARCH 16, 2020, 7:00 P.M.
DASSEL CITY HALL**

1. **Call to Order** by Mayor Hungerford at 7:00 p.m.
 - a. **Pledge of Allegiance** led by Mayor Hungerford
 - b. **Roll Call**
Council members Present: Carlson, Hallquist, Weseloh and Mayor Hungerford
Council members Absent: Hollaran

2. **Approval of Minutes**
February 18, 2020 Regular Meeting and March 2, 2020 Special Meeting

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

3. **Public Hearing**

4. **Open Forum**
 - a. Mechelle Pitchford voiced her concern about the odor from Nelson Tubs manufacturing plant. She suggested the Council get a definite time line on the plant updates.

 - b. Zach Porkonowski requested an easement vacation on Lots 9 & 10, Block 7 Summit Hills. A public hearing will be held at the next regular meeting on April 20th.

5. **Additions/Omissions to Agenda**
Add items: 8a2 Staff Reports, City Clerk – Hire public works employee; and 7d Council member Weseloh conference report.

Motion by Weseloh, seconded by Carlson to approve the agenda with the two additions listed above. Motion carried.

6. **Consent Agenda**
 - a. Payment of Claims \$595,752.36
 - b. Approve Pay Request #6, Municipal Builders
 - c. Approve 2021 Fire Budget
 - d. Approve Pyrotechnics fireworks contract
Motion by Hallquist, seconded by Carlson to approve consent agenda items a-d as presented. Motion carried with Weseloh abstaining.

Clerk Boese will contact Meeker County Parks Department in regard to the fireworks display.

7. **Council & Committee Reports**
 - a. Mayor Hungerford provided an update on Meeker County Public Health weekly conference calls in regard to COVID19 and provided websites for the public to check for the most current information
 - b. The Council reviewed the Fire Advisory Board 2/19/20 meeting minutes.
 - c. Mayor Hungerford reported on his conversation with Nelson Tubs representative and their progress to obtain equipment to mitigate the smell from the plant.

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- d. Council member Weseloh provided information from the League of MN Cities meeting attended recently.

8. Staff Reports

- a. City Clerk/Treasurer
Upcoming meetings: DAHS Board Meeting, Tue, Mar 24th at 10:00 am, History Center; Census Day, Apr 1st; Planning & Zoning Meetings, Mon, Apr 6th & Mon Apr 13th at 3 pm, City Hall; Park & Rec Board Meeting, Tue, Apr 7th at 5:30 pm, City Hall; Monthly Department Head Meeting, Wed, Apr 8th at 7:00 am, City Hall; 2020 Board of Appeal & Equalization meeting, Friday, Apr 10th 9:00 am – 2:00 pm, Meeker County Court House, Litchfield

Monthly Citizen Concerns:

Complaint 2020-01, Notice sent to abate nuisance (snow mobiles, parts, etc.) was sent to property owner at, 521 Maple St.

Complaint 2020-02, Notice to abate nuisance was sent to property owner at 520 Simon Ave (pictures below). The property has not been cleaned up. Additionally, the property owner was cited by the County for the trash blowing unto the neighbor's property.

Motion by Carlson, seconded by Weseloh to notify the property owner at 520 Simon of a hearing on April 20th to determine if a nuisance exists and set forth abatement requirements. Motion carried.

Clerk Boese will work with the City Attorney on the process to get the fence, that was erected without a permit, at 470 4th Street removed.

Action Items:

Mayor Hungerford was appointed to serve as the Council liaison to the History Preservation Commission.

Motion by Weseloh, seconded by Hallquist that the City pursue legal action against Ms. Brantley for collection of the outstanding balance of the EDA loan. Motion carried.

Motion by Hungerford, seconded by Carlson to approve sending out and RFP for updating the city's zoning ordinance and comprehensive plan. Motion carried.

Motion by Hungerford, seconded by Weseloh to hire Kyle Moy at \$20.25 per hour as a full time Public Works employee. Motion carried.

- b. City Attorney
Motion by Carlson, seconded by Hallquist to approve the Occupancy and Use Contract between the City and the Dassel Area Historical Society as presented. Motion carried.

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- c. Fire Chief
Mayor Hungerford presented the Fire Department report which showed 18 calls in February.
- Motion by Weseloh, seconded by Carlson to hire Zach Ricke as a volunteer fire fighter pending testing and physicals. Motion carried.
- e. Liquor Store Manager
Mayor Hungerford reviewed the Liquor Store monthly report which showed sales of \$84,679.83 and an increase of 9% over the previous year. Weather has been good and sales are up. A cooler reset was completed.
- f. Museum Director
Mayor Hungerford presented Director Holje's report. Events have been cancelled at the event center this week and next week.
- g. Public Works Director
Director Otten reported the following: Street Department; Shut down the ice rink for the year due to the warm weather. Parks & Rec meeting scheduled to discuss the future of the rink and possible relocation. Started planning this year's round of GIS mapping, with a goal to get all fire hydrants, curb stops, and miscellaneous utilities done.
- Water Dept. / Water Plant – A lot happening at the water plant, they have most of the 2nd filter blasted for new coating, the new electrical, chemical feed and new storage and pumps are in place. Next is High Service, Backwash, and Transfer pumps. The rehab on well #1 has been completed and we are almost able to triple the wells pumping capabilities.
- Sewer Department - Started preparing for the summer Irrigation season. Some pump seals were replaced, pressure washed and painted the walls in the pump room. Getting ready to start up the sewer plant. Prep work done on the chemical feed in the clarifier and the chlorine contact basin. The pond levels at a good level.
- Buildings/ Equipment - Nearly done with the cleaning, repairs and organization of the public works buildings. Assessment completed on the street sweeper by Macqueen Equipment. Scheduled a 4000-hour service for the Volvo Wheel Loader.
- h. City Engineer
DeWolf presented the construction plans and specifications for the 2020 Improvement Project estimated to be \$2,180,220.
- Motion by Weseloh, seconded by Carlson to adopt Resolution 2020-008 Approving plans and specifications and ordering advertisement for bids on the 2020 improvement project. Motion carried.

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- i. Sheriff's Department
Deputy Hare reported 47 calls for the month of February. She also reported that she has taken another job and the Council wished her well.

9. Business Items

- a. Julie Schuman representing Discover Dassel presented a request to have Midwest Gardens plant and maintain the planters at Hwys 12 & 15 and Breed's Park.

Motion by Weseloh, seconded by Hungerford to approve payment of \$2,792.11 to Midwest Gardens to plant and maintain the planters at Hwys 12 & 15 and Breed's Park this summer as presented. Motion carried.

The Council discussed the upcoming need for emergency meeting(s) in response to COVID-19. Mayor Hungerford will call meeting(s) as needed.

10. Adjournment

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

ATTEST:

Ron Hungerford
Mayor

Terri Boese
Clerk/Treasurer