

**REGULAR MEETING OF THE DASSEL CITY COUNCIL  
APRIL 20, 2020, 7:03 P.M.  
DASSEL CITY HALL**

1. **Call to Order** by Mayor Hungerford at 7:03 p.m.
  - a. **Pledge of Allegiance** led by Mayor Hungerford
  - b. **Roll Call**  
Council members Present: Carlson, Hallquist, Hollaran, Weseloh and Mayor Hungerford
  
2. **Approval of Minutes**  
March 16, 2020 Regular Meeting, March 17, 2020 Special Meeting and March 29, 2020 Special Meeting  
  
Motion by Carlson, seconded by Hallquist to approve the minutes as presented. Motion carried.
  
3. **Public Hearing**
  - a. Mr. Pokornowski, presented his request for a utility easement vacation along interior lot lines on Lots 9 & 10, Block 7, Summit Hills Addition.  
  
No public input was received on the request.
  
4. **Open Forum**
  
5. **Additions/Omissions to Agenda**  
  
Add item 7A. Council & Committee Reports - DCBA financial assistance request  
  
Motion by Carlson, seconded by Weseloh to approve the agenda with 1 addition listed above. Motion carried.
  
6. **Consent Agenda**
  - a. Payment of Claims \$1,446,904.38
  - b. Approve Pay Request #7, Municipal Builders  
Motion by Carlson, seconded by Hungerford to approve consent agenda item a as amended and item b as presented. Motion carried.
  
7. **Council & Committee Reports**
  - a. Council member Carlson presented a request from the DCBA for assistance for repairs and renovations to the bathrooms at the ball park.  
  
Motion by Hungerford, seconded by Weseloh to authorize payment up to \$8,000 from the baseball park line item 101-45200-448 for repair and renovations to the bathrooms at the ballpark and encouraged the baseball association to present a request if additional funding is needed. Motion carried.
  
8. **Staff Reports**
  - a. City Clerk/Treasurer  
Boese reported the following:  
City wide garage sale has been cancelled due to COVID-19

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City wide cleanup is scheduled for Sat May 16<sup>th</sup>. Residents can take items to be shredded and appliances, electronics, etc. take to liquor store from 9 am – 1 pm. No large quantities of construction debris will be picked up.

The start of the annual audit was delayed in March due to COVID-19 and was started this week.

Complaints received included, 4 city playground closed and 2 due to smell coming from Nelson Tub facility. The Council approved removal of the snow fencing around playground equipment and directed the Public Works Director to put up COVID-19 recommendation signs near the playgrounds. Mayor Hungerford will contact the owners of Nelson Tubs to get an update on the smell mitigation progress before the next meeting.

Motion by Carlson, seconded by Hallquist to pay the non-essential Museum employees for an additional 2 weeks through May 1, 2020. Motion carried with Hollaran and Weseloh voting no.

Motion by Hallquist, seconded by Weseloh to waive disconnections and late fees for water & sewer utilities for another month. Motion carried with Carlson voting no.

The Fire Advisory Board met and approved the Council's recommendation to pay fire fighters who have been exposed to the corona virus \$20/hour (maximum of \$1,600) for two weeks. They will also be revisiting this item at the August meeting to decide if they want to make some changes to the 2021 budget if the City incurs a large cost in regard to this issue.

Attorney Greenley was directed to continue to pursue legal recourse for collection of the delinquent EDA loan to Ms. Brantley.

- b. City Attorney  
Greenley reported that the signed City/Historical Society Use Agreement is in the hands of the Commission of the MN Department of Management and Budget and has not been received back yet.
- c. Fire Chief  
Mayor Hungerford presented the Fire Department report which showed 24 calls in March, 10 of which were in the City of Dassel.
- e. Liquor Store Manager  
Mayor Hungerford reviewed the Liquor Store monthly report which showed sales of \$125,469.96 and an increase of 34% over the previous year. It was an exceptional month. Sales are way up and staff has performed above expectations. Cleaning and sanitizing is being done daily and adjustments are being made to accommodate sales reps.

Motion by Weseloh, seconded by Carlson to terminate Chelsey Kulseth, and hire Kellianne Jarman and Lauren Cady pending completion of background checks. Motion carried.

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- f. Museum Director  
Mayor Hungerford presented Director Holje's report.

Motion by Hungerford, seconded by Carlson to appoint David Floren, Mary Jensen, Sherilyn Bjork, Bill Ward, Carl Wilkins, Darren Sombke, and Aaron Levandowski to the Heritage Preservation Commission. Mayor Hungerford will represent the City Council and Al Sexton will represent the Planning Commission. Dan Haapala and Kevin Anderson will serve as non-voting Consultants. Kurt Greenley will serve as the non-voting Legal Consultant. Motion carried.

- g. Public Works Director  
Director Otten reported the following: Street sweeping is under way. We had a couple small repairs and an annual service done this spring. GIS mapping is starting this week with hopes of finishing the rest of the mapping this year. Working on quotes for the 2020 seal coating. We have some work scheduled for the parks this summer, once load restrictions are lifted, I will be able to order the materials needed for that. I will also be ordering some fill and gravel to fix some drainage issues at the sewer plant and the put it/ take out of the dock.

Water Dept. / Water Plant- Hydrant flushing will start soon. They have replaced pumps, gotten the 2nd filter ready to disinfect and put online, and more electrical, HVAC left but making great progress.

Sewer Department- We will be starting irrigating within the next week or so. Repairs were done to the pivots. Had an issue with the 5th street lift station and the main lift station. The alarm system went down and when we had a power failure. The control board that tells the main lift generator to run for emergency power did not work. Waiting on quotes for those parts but we need to look further in the future to our needs as the current generator will not adequately run the whole lift station.

Buildings/ Equipment- Working on organizing throughout the PW buildings. We've got the piping and component painted at the sewer plant with some walls and floors left. The 4000-hour service for the loader is scheduled.

Motion by Hungerford, seconded by Hallquist to advertise for part-time public works seasonal worker. Motion carried.

- h. City Engineer  
DeWolf reviewed the two bids that were received for the 2020 Improvement Project: Duinick Inc \$3,032,762.50; and JR Ferche, Inc \$3,299,931.00. The bids came in much higher than expected.

Motion by Weseloh, seconded by Carlson to reject the bids for the 2020 Improvement Project and rebid the project immediately with the following revisions:

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1. The work associated with cleaning the stormwater ponds be removed from the project. In addition, the extension of the storm sewer main from the intersection of CJ Moe Blvd and 7<sup>th</sup> St to the pond also be removed.

2. Add a bid alternate to the project that would include the extension of the storm sewer main from the CJ Moe Blvd and 7<sup>th</sup> St intersection to the pond. In addition, the alternate would include creating a channel through the south stormwater pond that would improve the performance of the pond.

3. As part of the bid alternate, modify the bidding documents to allow the contractor to complete the work associated with the bid alternate during the winter months.

Motion carried.

- i. Sheriff's Department  
Mayor Hungerford reviewed the monthly Sheriff's report which showed a total of 55 calls for the month of March.

**9. Business Items**

- a. Motion by Weseloh, seconded by Hallquist to allow Pioneerland Library to begin operating curbside for pickup and drop off of library items beginning April 27<sup>th</sup>. All COVID-19 recommendations will be followed. Motion carried.

The meeting was recessed for a break at 8:15 p.m.

The Council reconvened at 8:23 p.m.

- b. Mayor Hungerford closed the meeting pursuant to Statute 13D.05 Subd. 3 (b) and (c) 3 to consider confidential legal advice and recommendations relating to Lake St storm sewer real estate matters and consider landowner proposal and counter proposals.

The meeting was reopened at 8:55 p.m.

Motion by Hungerford, seconded by Weseloh to offer Jack Adams \$2,500 and to authorize Attorney Greenley to draft a temporary construction easement for the Lake Street storm sewer which includes rip rap, repairs, adding fill and a new fence. Motion carried with Carlson voting no.

**10. Adjournment**

Motion by Weseloh, seconded by Hallquist to adjourn at 9:02 p.m. Motion carried.

ATTEST:

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Ron Hungerford  
Mayor

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Terri Boese  
Clerk/Treasurer