

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
JULY 20, 2020, 7:00 P.M.
DASSEL CITY HALL**

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

2. **Approval of Minutes**
May 15, 2020 Regular Meeting; June 15, 2020 Regular Meeting; and June 29, 2020 Special Meeting

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

3. **Public Hearing**
Continuation of hearing on nuisance property at 520 Simon Ave. The property owner did not appear for the hearing.

4. **Open Forum**
Gustave Weseloh presented a complaint form to the Council concerning a publication error made on his variance request to the Planning Commission.

5. **Additions/Omissions to Agenda**
Add: 9A. 520 Simon Ave nuisance and 9B. Weseloh complaint

Motion by Weseloh, seconded by Hollaran to approve the agenda with the 2 additions listed above. Motion carried.

6. **Consent Agenda**
 - a. Payment of Claims \$1,023,855.23
 - b. Approve Pay Request #10, Municipal Builders, \$76,922.13
Motion by Hallquist, seconded by Weseloh to approve consent agenda items a - b as presented above. Motion carried.

7. **Council & Committee Reports**
No reports were presented

8. **Staff Reports**
 - a. City Clerk/Treasurer
Boese reported the following upcoming events:
 1. DAHS Board Meeting, Tue, Jul 28th, 10:00 am, Dassel History Center
 2. City Council Candidate Filing period, July 28th – August 11th, 2, Four-year Council member terms and 1, Two-year Mayor term
 3. August 11th Primary Election, poles open from 7 am – 8 pm. Voters can vote: by mail; absentee at the Meeker County Court House; and in person at Dassel City Hall. COVID- 19 recommendations will be followed for in person voting at City Hall on the 11th.
 4. Special Council meeting, Monday, July 27, 2020 at 5:00 p.m. to review the 2019 annual audit report and discuss the 2021 general fund budget/levy

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5. Meeker County will host a meeting on July 29th at 5pm to discuss the federal CARES Act funding
6. Planning & Zoning Commission meeting, Tue, August 4th at 6:00 pm

Monthly citizen complaints:

1. One informal complaint received (via email) 520 Simon Ave.
2. One formal complaint received concerning parking on Pacific Ave between 3rd St S and Galighers Lane. The request is to limit parking to one side of the street in this area and reduce the speed limit to 10 mph.

The council asked Deputy Bondhus to request the County speed sign be set up on Pacific. They also requested Public Works Director Otten review the complaint and report back to the Council.

CDS, the new auditing firm recommended the Council adopt the following: Capital Asset Policy; Credit Card Policy; Resolution 2020-013 Authorizing Bank Payments & Pre-payment of Claims. After some discussion, the Council agreed to move these items to the special meeting scheduled on July 27th with the Auditor.

Motion by Hallquist, seconded by Weseloh to approve the COVID-19 Preparedness Plan as presented. Motion carried.

Other Items:

1. The State Demographer estimates the city's population at April 1, 2019 to be 1,498 up from 1,470 in 2018 and 593 households up from 581.
2. Barb Loch, County Auditor requested the Council review the tax forfeited lot information (PID 23-0275000, 221 6th St S) and give her direction on the sale of this lot due to it being a non-conforming lot. The Council agreed to recommend reducing the price of the lot.

b. Fire Chief

Chief Johnson presented the Fire Department report that showed a total of 28 calls for June of which 11 were in the City. Total calls for the year were 211. The next meeting of the Fire Advisory Board will be Wed, August 19th at 7pm at the Fire Hall.

Motion by Weseloh, seconded by Hallquist to accept Matt Doughty and Zack Reicke's resignations from the Fire Department and thank them for their years of service. Motion carried.

c. Liquor Store Manager

Director Vetsch presented the Liquor Store monthly report that showed gross sales of \$152,792.72 an increase of 22% over the previous year. Staff is being diligent in cleaning and sanitizing while keeping up with additional sales. Beginning to run into supply shortages.

d. Museum Director

Director Holje informed the Council that the Museum is now operating at 50% capacity, 20 rentals have been canceled. She provided an update on the recent Heritage Preservation Commission meeting and background on the Dan

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Haapala's report. The following officers were appointed: David Floren, President; Aron Levondowski, Vice President; and Bill Ward, Secretary. Holje reported on the upcoming League of Women Voters exhibit.

- e. City Attorney
Attorney Greenley provided an update on the requirements for the City to obtain the designation of Certified Local Government. This would allow the City to apply for grants to assist the Heritage Preservation Commission in their duties.

Motion by Hollaran, seconded by Hallquist to authorize the Commission to proceed with the application for CLG and send the required materials to SHPO. Motion carried with Weseloh voting no.

Greenley reported on the Gillman property quiet title action. He requested one change on the document and is waiting to hear back from Gillman's attorney.

He also reported on the FOIA request received from Jack Adam's attorney concerning the Lake Street storm sewer project.

- f. Public Works Director
Director Otten reported
Street Department-
 - Seal Coating has been done. - We have done a large amount of pothole patching this year already (3 pallets) and have a small amount left to do. I will be ordering more patch later in the year to get more done before winter. - The street project will be starting in the next couple weeks. - Damaged and faded street signs are being changed out. - We are also working on our park projects for the year. We have put new mulch in the playground at Sellards Park. We are putting more sand in the playground at Breeds Park.

Water Dept. / Water Plant-

- The Water Plant is running on all new controls, pumps and chemical feed now, the SCADA system is really nice for the remote access in to the controls of the plant. They finished up landscaping outside and will be painting the exterior concrete of the building this week.

Sewer Department-

- We still have issues with the Main lift generator and the dialer system for all of the lift stations. They are no longer being reliable. We are waiting for some information back from Automatic systems on the dialer issues. I have a quote to repair the main lift generator but it will still have the issue of not being able to run both lift station pumps in an emergency. I have also attached the B & M Lift Station report from 2018 to explain some of the issues we currently are having. Along with this is the pricing from automatic systems for the updates needed to remedy most of these issues. More discussion on this topic will be done under the engineer's report.

Buildings/ Equipment-

- After last month's council meeting discussion about lift station generator and SCADA issues, I met with the engineer at the generator site to discussion set

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sizing and such. I attempted to show them the issues we are having with the generator not being able to run even one pump. It was found that the generator would not even start to show them. The options for what to do with the generator will also be discussed under the engineer's report.

- g. City Engineer
DeWolf provided quotes for the main lift station generator replacement and installation of new control panels, including a SCADA system for all three lift stations. He also provided an update on the street and utility project which will be starting next week on CJ Moe.

Motion by Weseloh, seconded by Hallquist to accept the quote from Cummins of \$36,360 for replacement of the main lift station generator. Motion carried.

Motion by Weseloh, seconded by Hollaran to accept the quote from Automatic Systems Co to replace the control panels and add SCADA systems to all the lift stations for \$154,045. Motion carried.

Per Financial Advisor Bubany the costs will come from the sewer fund cash and reserves.

- h. Sheriff's Department
Deputy Bondhus reviewed the monthly Sheriff's report which showed a total of 62 calls for the month of June, 2020. The National Night Out celebration has been postponed to a later date.

9. Business Items

- a. Motion by Carlson, seconded by Weseloh to issue an Order to Connie Pool, 520 Simon Ave. to bring her property into compliance and abate the nuisances on her property within 14 days of service of the Order upon her or the Council will seek enforcement through Meeker County District Court. Motion carried. Motion carried.
- b. Clerk Boese reported that updated notices and publication was completed for the Gustave Weseloh variance hearing. The hearing date did not change.

Motion to by Weseloh seconded by Hallquist to adjourn at 8:53 p.m. Motion carried.

ATTEST:

Andrew Carlson
Acting Mayor

Terri Boese
City Clerk/Treasurer