

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
AUGUST 17, 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, Hollaran, Weseloh and Mayor Hungerford
Absent: None

2. **Approval of Minutes**
July 20, 2020 Regular Meeting; July 27, 2020 Special Meeting; and August 6, 2020 Special Meeting

Motion by Weseloh, seconded by Hollaran to approve the minutes with one correction.
Motion carried.

3. **Public Hearing**

4. **Open Forum**

Dassel Ambassadors, Caroline Cronk and Erika Pudas introduced this year's candidates: Alyssa Carlen: Jenna Keith, Peyton Miller, Sydney Nelson and Hanna Suchy. They discussed the plans for coronation and a parade on Sat, Sep 5. The Council approved the parade request and asked them to work with the Sheriff's Department for traffic control.

Jennifer Levandowski presented photos, to the Council, of her concerns about the city parks. The Council directed Ms. Levandowski to work with Public Works Director Otten to address her concerns.

5. **Additions/Omissions to Agenda**

Additions item: 8A Clerk's Report, Pay Equity Notice; 8B Attorney Report, Summons update; 9A Business Items, Resolutions 2020-015 & 2020-016.

Motion by Hallquist, seconded by Hollaran to approve the agenda with the five additions listed above. Motion carried.

6. **Consent Agenda**

- a. Payment of Claims \$980,073.38
- b. Approve Pay Request #11, Municipal Builders, \$55,000.12
- c. Adopt Resolution 2020-14 Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations
- d. Approve transfer of \$1,525,000 from 4M Fund to Perennial Bank
- e. Appoint Adrienne Henschke election judge

Motion by Hallquist, seconded by Hollaran to approve consent agenda items a - e as presented above. Motion carried.

7. **Council & Committee Reports**

Council member Hallquist reported on the DC Trail meeting. Sealcoating was budgeted to be completed in 2020 but has been moved to 2021.

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8. Staff Reports

a. City Clerk/Treasurer

Boese reported the following upcoming events:

1. Planning & Zoning Commission meeting, Tue, Aug 18th at 5:00 pm, City Hall
2. Fire Advisory Board meeting, Wed, Aug 19th at 7:00 pm, Fire Hall
3. Special City Council meeting, Thu, Aug 20th at 5:00 pm, City Hall
4. DAHS Board Meeting, Tue, Aug 25th, 10:00 am, Dassel History Center

Monthly citizen complaints:

1. Informal complaint received (via email): Nelson Tubs; unleashed dog; and cars parked on the sidewalk at the corner of 2nd and Hwy 12. Complaint received (via phone): car parked on Simon Ave.

Other Items:

1. 2021 Preliminary General Fund Budget presented for review. Council will discuss further at the special meeting on Thursday.
2. Boese presented an update on the primary election and upcoming general election. She thanked the judges and residents who voted in the primary (about 20%). The general election will be held at the City Hall on Tue, Nov 3rd.
3. The 2019 Pay Equity report was received and the City is in compliance.

b. City Attorney

Greenley updated the Council on the nuisance complaint at 520 Simon Ave and recommendation for the next steps. A title search will need to be completed and the filing a Lis pendens along with various other documents. He will complete and file all required documents. Clerk Boese presented pictures of the property that were taken prior to the meeting.

Motion by Weseloh, seconded by Hollaran to adopt Resolution 2020-015 Ordering Enforcement of Nuisance at 520 Simon Ave. Motion carried.

No response has been received from Jack Adams Attorney in regard to the Lake Street storm sewer project.

The Gillman property paperwork is still in process.

c. Fire Chief

Chief Johnson presented the Fire Department report, which showed a total of 34 calls for July of which 10 were in the City. Total calls for the year were 191. The next meeting of the Fire Advisory Board will be Wed, August 19th at 7pm at the Fire Hall.

The civil defense siren was not working and new batteries have been installed. Johnson requested the Council consider a maintenance contract, which will provide for semi-annual checkups. The cost of the contract is \$250 and the Council will consider it for 2021 at the budget meeting on Thu, Aug 20th.

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- d. **Liquor Store Manager**
Director Vetsch presented the Liquor Store monthly report that showed gross sales of \$170,289.30 an increase of 23% over the previous year. Broke another gross sales month record. Preparing for fall season. Staff continues to perform above expectations.

- e. **Museum Director**
Director Holje informed the Council the Historical Society purchased two new computers with updated programs. Staff and volunteers are taking a computer class through Ridgewater College. The League of Women Voters exhibit scheduled through the end of August and Women Ahead of their time exhibit is now open. A New Year's Eve Gala is being planned. Over 25 rentals have been canceled. The security system, elevator panel and sound system are outdated and need to be updated/replaced. Johnson Controls completed the annual sprinkler system testing. The cost of annual elevator and sprinkler systems checkups will be added to the 2021 budget.

David Floren, HPC Chair and DAHS Chair, requested funding from the city to conduct a citywide survey to develop the Historic Context Report, which is required for the city to apply for Certified Local Government status. Estimated cost for the report is \$10,000.

- f. **Public Works Director**
Director Otten reported
Street Department - The street/infrastructure project is under way. They have started on CJ Moe and will be working in Summit Hills doing curb replacements. Faded/damaged street signs have been replaced. Crosswalks and curbs will be painted in the next week.

Water Dept. - Water Plant is complete except for final cleaning.

Sewer Department - Irrigation is going great. The ponds are almost empty and we still have a large amount of water that can be pumped. We went through and replaced or repaired most of the sprinklers in the irrigation fields due to age and wear. Sewer flushing has been completed. Things are moving along with the sewer SCADA and the lift station generator.

Buildings/ Equipment - It is my recommendation for council to approve replacing the Ranger through the state bid process not to exceed \$28,000 from Public Works Capital Outlay line item 101-41000-504. Once the ranger has been replaced, the old one will put up for sale through the required processes.

- g. **City Engineer**
DeWolf reported the 2020 improvement project is on schedule. Curb and gutter work has been completed in Summit Hills and utility work is being completed on CJ Moe.

- h. **Sheriff's Department**
Deputy Bondhus reviewed the monthly Sheriff's report showing 66 total calls for the month of July 2020.

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AUGUST 17, 2020, 7:00 P.M.
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9. Business Items

- a. The Council discussed the CARES Act funding. The Council agreed to review the process the City of Cokato is using to distribute the money through business grant applications. The Council will meet
- b. Deputy Sheriff Howell presented the 2021-2022 Meeker County Sheriff's Contract. The Council will discuss the contract at the budget meeting on Thu, Aug 20.
- c. Motion by Weseloh, seconded by Hungerford to approve the MEI Total Elevator Solutions quote of \$4,138.74 to repair the Museum elevator from line item 101-45172-404. Motion carried.

Gustave Weseloh asked questions related to his building permit.

Motion to by Weseloh, seconded by Carlson to adjourn at 8:58 p.m. Motion carried.

ATTEST:

Ron Hungerford
Mayor

Terri Boese
City Clerk/Treasurer