

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
SEPTEMBER 21, 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**
August 17, 2020 Regular Meeting and August 20, 2020 Special Meeting

Motion by Weseloh, seconded by Hollaran to approve the minutes as presented. Motion carried.
3. **Public Hearing**
4. **Open Forum**
5. **Additions/Omissions to Agenda**
Add Business Items: 9B. Cares Act Grant Application; 9C. American Legion Sign Request; add Staff Reports: 8H1. Sheriff's Department staffing

Motion by Weseloh, seconded by Carlson to approve the agenda with the additions listed above. Motion carried.
6. **Consent Agenda**
 - a. Payment of Claims \$697,649.49
 - b. Approve Final Pay Request #12, Municipal Builders, \$25,000.00
 - c. Approve Pay Request #1, Kuechle Underground \$372,409.12
Motion by Hallquist, seconded by Hollaran to approve consent agenda items a - c as presented above. Motion carried.
7. **Council & Committee Reports**
Motion by Carlson, seconded by Weseloh to approve the Park Board recommendation of creating a fund for Pennies for Parks program, through a rounding up of monthly utility bills. Motion carried.

Motion by Hollaran, seconded by Hallquist to approve the Planning & Zoning Commission's recommendation to accept the low bid from MSA for \$31,900 to update the City's Comprehensive Plan and Zoning Ordinance. Motion carried.

Motion by Carlson, seconded by Hallquist to approve a contribution of \$5,000 for the preparation of the Historic Preservation Context report. Motion carried with Weseloh voting no.

Mayor Hungerford will host Coffee with the Mayor, a Casual Conversation about Taxes at the History Center on Monday, September 28 at 11:30 am.

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Mayor Hungerford provided an update on Nelson Tubs facility and a meeting has been scheduled to meet with company representatives on Thursday.

8. Staff Reports

a. City Clerk/Treasurer

Boese reported the following upcoming events:

1. DAHS Board Meeting, Tue, Sep 22nd, 10:00 am, Dassel History Center
2. Park & Rec Commission Meeting, Tue, Oct 6th, 5:30 pm, City Hall
3. Department Head Meeting, Wed, Oct 14th, 7:00 am, City Hall
4. Heritage Preservation Commission Meeting, Wed, Oct 14th, 5:15 pm, Dassel History Center

Monthly citizen complaints:

1. Complaints received (via email & phone): Nelson Tubs facility 5
2. Nuisance complaints – 103 Summit Ave & 200/220 7th St S, Council approved sending notices on these two properties

Action Items:

Motion by Weseloh, seconded by Hallquist to approve 2021 Preliminary General Fund levy of \$940,722 and schedule the Truth in Taxation Hearing on Monday, December 21, 2020 at 6:30 pm. Motion carried.

- b. City Attorney Greenley explained the need to amend the Historic Preservation Ordinance Section 156.03, Subd 3 to allow for staggering the initial terms of the first Board members. The Council approved the amendment and will hold a public hearing.

Greenley explained the Gillman property paperwork, Quite Title action has been completed.

Greenley provided an updated on the nuisance complaint at 520 Simon Ave. He is preparing the Summons to proceed through the District Court. The Lis Pendens will be filed with the County Recorder.

c. Fire Chief

Chief Johnson presented the Fire Department report, which showed a total of 35 calls for August of which 17 were in the City. Total calls for the year were 219. New tires were put on the tanker.

Johnson reported that the Department had received a \$2,500 DNR grant for turnout gear and wildfire equipment.

The civil defense siren has been repaired and is good working order.

The Department member have been discussing changing the response time in an effort to recruit more members. Additional information will be coming to the Council at a later date.

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- d. Liquor Store Manager
Mayor Hungerford presented the Liquor Store monthly report that showed gross sales of \$146,544.48 an increase of 10% over the previous year. Another great month. They are beginning to prepare for year-end. Staff is continuing to perform at a high level.

- e. Museum Director
Director Holje reported on the new gift shop at the History Center and the current exhibit: Women Ahead of their Time.

- f. Public Works Director
Mayor Hungerford reported the following for the Public Works department:
Street Department-
 - We will be doing repairs on some gate valve caps within the next couple weeks along with the last of the pot hole patching for the year.
 - I have some signs on order to replace some more damaged and faded ones.
 - Cross walks have been painted.
 - We are also starting to get things prepared for the winter season. Salt has been ordered, the mixing sand will come at that time. I will be ordering some parts for the plows to have them all up and ready when the time comes.Water Dept. / Water Plant-
 - I am currently planning to do the fall hydrant flushing the week of October 5th. Just a reminder, this can cause cloudiness in the water but does not have any other adverse effects on the water. Just run water and it will clear up.
 - We did get our annual lead and copper testing results back and the city is in compliance. The annual test is done by the department of health with a list of sites/addresses predetermined by them. A copy of the compliance results is also sent out to all of the residents that were on the test site list.Sewer Department-
 - We've got approximately a month left of irrigating with only 2 feet of water left in one pond to spray. We have only used just under 40 million of our allotted 68 million gallons sprayable for the year.

Buildings/ Equipment-

- The pickup replacement we talked about last month is still moving forwards. I do not have the numbers for you to decide on this month due to the 2020 state bid contracts updating to 2021 number. I should have all the numbers within the next couple weeks for you to review and decide at the October council meeting.
- We have started to work on the skating rink walls. We are going to get them all stood back up and braced. We are going to remove a little dirt from the open skating side to hopefully achieve better ice quality. And will also be getting the rest of the lights straightened out so it's all in working order for the winter.

Council member Weseloh requested that Public Works clean up the retention pond area behind Howard Anderson's house.

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- g. City Engineer
DeWolf presented and update on the street and utility project. Reclamation is scheduled to start next week in Summit Hills.
- h. Sheriff's Department
Mayor Hungerford reviewed the monthly Sheriff's report showing 74 total calls for the month of August 2020.

Council member Weseloh requested a meeting/discussion be held with the Sheriff in regard to coverage times and more patrolling instead of traffic monitoring on Highway 12. Mayor Hungerford will contact Sheriff Cruze.

9. Business Items

- a. Motion by Weseloh, seconded by Hallquist to approve the DCBA funding request for bathroom repairs at the baseball park in the amount of \$6,537.79 from account 101-41000-442. Motion carried.
- b. Motion by Weseloh, seconded by Carlson to approve the Cares Grant Application as presented. Motion carried.
- c. Motion by Carlson, seconded by Weseloh to approve the American Legion sign placement request for 2 signs on the gazebo at Breed's park. Motion carried.

Motion to by Hallquist, seconded by Carlson to adjourn at 8:20 p.m. Motion carried.

ATTEST:

Ron Hungerford
Mayor

Terri Boese
City Clerk/Treasurer