

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
DECEMBER 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**
November 23, 2020 Regular Meeting

Motion by Carlson, seconded by Hollaran to approve the minutes as presented. Motion carried all members voting aye.

3. **Public Hearing**

4. **Open Forum**

5. **Additions/Omissions to Agenda**

Add – Council & Committee Report Items: 7B Covid time off & 7C. Covid pay essential and non-essential employees; 8C1. Fire Chief, equipment repair quotes.

Motion by Hallquist, seconded by Weseloh to approve the agenda with the three additions listed above. Motion carried all ayes.

6. **Consent Agenda**

- a. Payment of Claims \$370,983.90
- b. Approve Pay Request #4, Kuechle Underground \$92,462.80
- c. Resolution 2020-020 Designating 2021 Polling Location

Motion by Weseloh, seconded by Hallquist to approve consent agenda items a – c as presented above. Motion carried all ayes.

7. **Council & Committee Reports**

The Council approved Mayor Hungerford signing the Certified Local Government Agreement as presented and submitting it to SHPO for further approval by the Federal Government.

If employees need to quarantine due to contracting Covid or exposure to Covid they need to immediately contact their supervisor. If the employee is not well enough to return to work after two weeks they need to discuss options with their supervisor.

The Council discussed continuing to pay normal scheduled hours to non-essential staff at the history center until January 19, 2021, however if staff is able to work from home or

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in the office they should begin doing so immediately. The Museum Director will schedule hours to ensure employee safety.

8. Staff Reports

a. City Clerk/Treasurer

Upcoming Events:

1. City offices will be closed Thursday afternoon December 24 & and 31 and all day Friday, December 25 and January 1 in observance of the upcoming holidays.

Motion by Carlson, seconded by Hallquist to approve 8 hours of holiday for Christmas Eve in 2020. Motion carried unanimously.

2. DAHS Board Dec meeting canceled, Annual meeting will be held Jan 26th
3. Dassel Cokato Bounce Back project is rolling out a community-wide scavenger hunt from January 15 through February 15. The goal is to create a community event that provides opportunities for social connection, cultivates mental and physical wellness, and promotes local parks. They will be hiding 12" laminated beach balls in the following parks: Darwin-Dassel, Woodland and Spring Lake County parks; and Breeds and Bandstand City parks.
4. Joint meeting - Dassel City Council, Dassel School Board and Cokato City Council at the school on Monday, January 25th at 7:00 p.m.
5. Next Council meeting will be Tuesday, January 19, 2021 at 7:00 p.m.

Monthly Citizen Complaint update:

Nuisance Complaints received: Nelson Tubs – 3, Galiger Lane -1

Other Items:

1. Red Rooster Foods EDA loan has been paid in full
2. Two openings on the Heritage Preservation Commission

Motion by Weseloh, seconded by Carlson to accept David Floren & Sherrie Bjork resignations from the Heritage Preservation Commission with the Council's thanks. Motion carried unanimously.

3. Representative Urdahl Small Business Grant Program
4. Plexiglas barrier has been installed at the liquor store
5. Update on local CARES grants
6. Final 2 outlots (A & G) in Summit Hills were sold. City received \$70,000 in special assessments from the sale.
7. City received a dividend check from LMCIT for \$6,980

Action Items:

Motion by Weseloh, seconded by Hallquist to adopt 2021 General Fund Levy and Budget as follows:

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LEVY PURPOSE	FINAL LEVY
Net Tax Capacity based levies	
1. Total General Fund	<u>\$ 721,688</u>
2. General Obligation Bonded Debt	<u>\$ 147,595</u>
3. Other Debt	<u> </u>
4. Road and Bridge	<u> </u>
5. Miscellaneous	<u> </u>
Total Net Tax Capacity Levies	<u>\$ 869,283</u>
Market value based referendum levies	
6. General Obligation Bonded Debt	<u> </u>
7. Other Debt	<u> </u>
8. Other	<u> </u>
Total Market Levies	<u> </u>
Total Certified Levy (Net Tax Capacity and Market Value)	<u>\$ 869,283</u>

Motion carried unanimously.

Motion by Weseloh, seconded by Carlson to adopt the 2021 Enterprise & Bond Fund budgets as presented. Motion carried.

Motion by Hallquist, seconded by Carlson to adopt the 2021 Liquor Fund budget as presented. Motion carried.

1. Adopt 2021 Water, Sewer & Surface water Budgets
2. Adopt 2021 Liquor Fund Budget

Motion by Hollaran, seconded by Hallquist to transfer remaining balances in the capital outlay accounts to their respective 500 Capital Outlay funds. Motion carried unanimously.

b. City Attorney

Attorney Greenley provided an update on the 520 Simon Ave public nuisance court proceedings. He is waiting for Judge Beckman to issue an order for the nuisance abatement with a timeline for cleanup and removal.

Greenley will provide a water ordinance amendment for Council review at the January 2021 meeting, at which time a public hearing will be called for February.

c. Fire Chief

Chief Johnson reported 24 calls in the month of November twelve were in the City of Dassel.

Motion by Hallquist, seconded by Carlson to appoint the following slate of Fire Department officers for the next two years:

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Chief – David Johnson
Assistant Chief – Brian Massingham
Secretary – Caleb Herzog
Treasurer – Justin Johnson

Motion carried unanimously.

Motion by Carlson, seconded by Hallquist to approve the repair quotes from Emergency Apparatus for engines 551 and 553 not to exceed \$12,500. Motion carried unanimously.

Motion by Weseloh, seconded by Hallquist to approve the purchase of 3 gas analyzers for \$3,994.00 plus shipping. This includes docking stations, equipment calibration and 5-year warranties. Motion carried unanimously.

d. Liquor Store Manager
Mayor Hungerford reviewed the Liquor Store monthly report that showed gross sales of \$117,977.05 an increase of 22% over the previous year. Staff is prepping for inventory.

e. Museum Director
Mayor Hungerford reviewed the Director's report: new research computer was purchased. The gift shop is open by appointment. They continue to work on digitizing records. Consultant Hoisington is working on Phase II of the exhibit plan.

f. Public Works Director
Mayor Hungerford reviewed the Director's report:

Street Department-

- We had some issues with Christmas decorations this year. We will need to acquire new pole decorations for Atlantic Ave and a couple others for the 2021-2022 winter.
- Just a friendly reminder to everyone that the City ordinance for snow is that you cannot park on city streets during and 48 hours after a snow event. Doing so when public works plows will get your vehicle towed.

Water Dept. / Water Plant-

- I am working on our end of year reports for water usage, getting things ready for my DNR reports after the 1st of the year.

Sewer Department-

- The Main lift Station generator is set, wired, and ready to go.
- The 2 Lift Station heaters that were approved last month have been installed and are working.

Buildings/ Equipment-

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- We've still been working on equipment repairs and maintenance. Some of it is long over-due but we are getting all of it back in proper working order.
- We have been working on some annual cleaning in the buildings as we have time as well.
- We have been flooding the skating rink now that it is cold enough to do so. The walls for the hockey rink are standing as well and I am currently planning to do some major repairs to it in the 2021 off season. The warming house is also ready to go. I am planning to have it open through the skating season with Covid. We will have sanitizer in the warming house for whoever wants to use it and will also spray it down with our sanitizing spray daily to help keep the area clean and safe for use.

- g. City Engineer
DeWolf recommended the Council approve preparation of the project memorandum and conduct an environmental review for the 2022 Safe Routes to School Project & CSAH 4 improvements.

Motion by Weseloh, seconded by Hollaran to approve the preparation of the Project Memorandum for the 2022 improvement project as presented by the City Engineer.
Motion carried unanimously.

- h. Sheriff's Department
Mayor Hungerford reviewed the monthly Sheriff's report showing 54 total calls for the month of November 2020.

9. Business Items

- a. Motion by Hungerford, seconded by Weseloh amend Resolution 2020-009 and extend pay for normal scheduled hours to non-essential staff at the history center until January 19, 2021, however if staff is able to work from home or in the office they may begin doing so. Motion carried unanimously.
- b. The Council and EDA will meet on December 29, 2020 at 5:30 p.m. to review a revolving loan request from Red Rooster Foods.

Meeting recessed at 8:35 p.m. and reconvened at 8:40 p.m.

The meeting was closed at 8:41 p.m. to conduct Clerk/Treasurer Boese annual review.

The meeting was reopened at 8:48 p.m.

Mayor Hungerford reported that Clerk Boese had successfully completed the annual review.

Motion to adjourn by Hollaran, seconded by Carlson to adjourn at 8:49 p.m. Motion carried.

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ATTEST:

Ron Hungerford
Mayor

Terri Boese
City Clerk/Treasurer