

**REGULAR MEETING OF THE DASSEL CITY COUNCIL
NOVEMBER 23, 2020, 7:00 P.M.
DASSEL CITY HALL**

1. **Call to Order** by Mayor Hungerford at 7:00 p.m. at Dassel City Hall, meeting conducted via Zoom

- a. **Roll Call**

- Present via internet: Council members Carlson, Hallquist, Hollaran, Weseloh and Mayor Hungerford (5)

- Absent: None (0)

2. **Approval of Minutes**

September 21, 2020 Regular Meeting and October 8, 2020 Special Meeting

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

3. **Public Hearing**

City Code amendment Section 156.03 HERITAGE PRESERVATION COMMISSION ESTABLISHED, Subd 3. Appointments to Commission and Terms of Office as follows: The initial appointment of voting Commission members shall be for a 1-year seat, a 2-year seat, or a 3-year seat. All subsequent appointments or reappointments shall be for 3-year terms beginning at the expiration of the seat being filled.

No public comments were received.

Motion by Hallquist, seconded by Hollaran to approve the proposed amendment. Motion carried: Hallquist, Hollaran, Weseloh – aye; Carlson, Hungerford – no.

4. **Open Forum**

Mechele Pitchford thanked the Council for them for continuing to pursue a solution to the odor from the Nelson Tubs facility.

Mayor Hungerford will continue to send out updates as he receives them from the company.

5. **Additions/Omissions to Agenda**

Add Staff Report Item: 8A1. Certify special assessments; & Business Item 9A. City Code amendment.

Motion by Carlson, seconded by Hallquist to approve the agenda with the two changes listed above. Motion carried all ayes.

6. **Consent Agenda**

- a. Payment of Claims \$848,093.04

- b. Approve Pay Request #3, Kuechle Underground \$494,866.67

**REGULAR MEETING OF THE DASSEL CITY COUNCIL CONTINUED
NOVEMBER 23, 2020, 7:00 P.M.
DASSEL CITY HALL**

Motion by Carlson, seconded by Hallquist to approve consent agenda items a and b as presented above. Motion carried all ayes.

7. Council & Committee Reports

Motion by Weseloh, seconded by Carlson to amend Resolution 2020-009 Community Health Emergency to extend the date to December 21 for buildings closed to the public, except by appointment only, at the City Hall, Community Center, History Center and Library. Roll call: Carlson-aye; Hallquist-aye; Hollaran-aye; Weseloh-aye; Hungerford-aye. Motion carried unanimously.

Motion by Weseloh, seconded by Halloran to continue normal paying scheduled hours to non-essential staff at the history center from November 23-December 21. Roll call: Roll call: Carlson-aye; Hallquist-aye; Hollaran-aye; Weseloh-aye; Hungerford-aye. Motion carried unanimously.

8. Staff Reports

a. City Clerk/Treasurer

Boese reported the following upcoming events:

1. DAHS Board Meeting, Tue, Nov 24 has been cancelled
2. Department Head Meeting canceled in December
3. City offices will be closed Thu and Fri, Nov 26 & 27 for Thanksgiving

Monthly citizen complaints:

1. Complaints received: Nelson Tubs facility – 1; Liquor Store - 2

Other Items:

1. The Council reviewed the 2021 preliminary General Fund budget, which included a part time position in the Clerk's Department.
2. Clerk Boese reported that all CARES act monies were expended and zero dollars were returned to Meeker County.

Action Items:

Motion by Weseloh, seconded by Hallquist to hire Shannon Madich, pending physical and fire department testing as Volunteer Fire Fighter. Roll call: Carlson-aye; Hallquist-aye; Hollaran-aye; Weseloh-aye; Hungerford-aye. Motion carried unanimously.

Motion by Weseloh, seconded by Hallquist to hire Nolan Nelson as full time Public Works Worker 1 effective 12/23/20 at \$20.25/hour. Roll call: Carlson-aye; Hallquist-aye; Hollaran-aye; Weseloh-aye; Hungerford-aye. Motion carried unanimously.

Motion by Carlson, seconded by Weseloh to certify the following delinquent utility special assessments for collection with the 2021 taxes payable:

TOTAL

**REGULAR MEETING OF THE DASSEL CITY COUNCIL CONTINUED
 NOVEMBER 23, 2020, 7:00 P.M.
 DASSEL CITY HALL**

01-00000063-00-2	\$167.04
01-00000150-01-6	\$97.94
01-00000259-01-2	\$189.42
01-00000340-02-0	\$187.78
01-00000470-00-0	\$188.31
01-00000488-00-1	\$203.91

\$1,034.40

Roll call: Carlson-aye; Hallquist-aye; Hollaran-aye; Weseloh-aye; Hungerford-aye. Motion carried unanimously.

b. City Attorney

Attorney Greenley provided an update on the 520 Simon Ave public nuisance. The court date is scheduled at 10 a.m. on Wednesday, December 9 and will be conducted remotely.

Greenley is preparing a draft of an amendment to the Water Ordinance for Council review at an upcoming meeting.

c. Fire Chief

Mayor Hungerford reviewed the Fire Department report, which showed 21 calls for October of which eight were in the City of Dassel.

d. Liquor Store Manager

Mayor Hungerford reviewed the Liquor Store monthly report that showed gross sales of \$122,201.79 an increase of 26% over the previous year. Curbside pickup is available to customers.

e. Museum Director

Mayor Hungerford reviewed the Director's report, newsletter went out in October and membership letters will be sent in November. They are working on digitizing records. Consultant Hoisington will be updating the ergot exhibit.

f. Public Works Director

Street Department- Street sweeping is almost complete. Days are limited to sweep based on temperature so the spray system does not freeze.

In the construction areas, we will not be plowing back to curb due to the wear course of asphalt not being laid until spring. We will be keeping roughly 1 ½ to 2 feet away with the big plows and will snow blow it back as needed.

Water Dept. / Water Plant- Hydrant flushing will be completed this week. We did discover some pressure issues on the East side of town when flushing due to the

**REGULAR MEETING OF THE DASSEL CITY COUNCIL CONTINUED
NOVEMBER 23, 2020, 7:00 P.M.
DASSEL CITY HALL**

pilot settings on the Pressure Reducing/ Sustaining Valves. This will be adjusted when the service tech can get here.

Sewer Department- The generator for the main lift has been shipped, the pad, conduit, and automatic transfer switch are already in and waiting for it to be delivered.

Annual inspections of our lift station pumps were completed, all checked ok except one of the pumps in the Simons Lift Stations. It needs to be rebuilt due to leaking seals. I am still waiting on a quote for this work.

Buildings/ Equipment- We are almost done getting everything ready for the winter season. The equipment is ready we are just finishing up with winterizing some building and pump things.

Motion by Weseloh, seconded by Halloran to approve the quote from Daston Mechanical to replace the heaters in the Main and 5th St lift stations at a cost of \$2,896.00 from account 602-49450-404. Roll call: Carlson-aye; Hallquist-aye; Hollaran-aye; Weseloh-aye; Hungerford-aye. Motion carried unanimously.

g. City Engineer

DeWolf presented a quote for the Fire Hall Capital Improvement Plan project in the amount of \$9,800. The Council requested the Fire Advisory Board review the quote at their next meeting.

DeWolf reviewed the Letter of Intent that was submitted by the DC Trail Committee to extend the trail to Darwin. This would be a 10' wide trail to connect to the existing trail in Dassel at an estimated cost of \$800,000. Requested grant funds of \$552,000 with the local match being \$248,000. Project in 2025 through Transportation Alternative monies.

Motion by Weseloh, seconded by Carlson to accept the low bid of \$10,850 from D&F Electric to wire in the new generator at the main lift station. Motion carried.

h. Sheriff's Department

Mayor Hungerford reviewed the monthly Sheriff's report showing 96 total calls for the month of October 2020.

Civil defense siren testing will be cancelled for the months of Dec, Jan & Feb.

9. Business Items

- A. Motion by Carlson, seconded by Hollaran to approve the City Code Amendment 156.03, Subd. 3 as presented. Roll call: Carlson-aye; Hallquist-aye; Hollaran-aye; Weseloh-aye; Hungerford-aye. Motion carried unanimously.

Motion to by Hallquist, seconded by Weseloh to adjourn. Motion carried.

**REGULAR MEETING OF THE DASSEL CITY COUNCIL CONTINUED
NOVEMBER 23, 2020, 7:00 P.M.
DASSEL CITY HALL**

ATTEST:

Ron Hungerford
Mayor

Terri Boese
City Clerk/Treasurer