

Dawson City Council Minutes  
January 4<sup>th</sup>, 2022  
5:30 p.m.

The Dawson City Council met in regular session Tuesday, January 4<sup>th</sup>, 2021 at 5:30 p.m. at the Dawson City Hall Council Chambers. The meeting was also available via Zoom.

Councilpersons present: Jeff Fish, Jeff Olson, Vince Adelman, Dean Petersen and Charlie Prestholdt. Councilman Steve Tufto was absent. Also Present: Mayor Randy Tensen, Acting City Manager Jill Kemen, Deputy Clerk Kristin Daline, Public Works Superintendent Kurt Collins, Public Works Supervisor Colin Lee, City Attorney Rick Stulz, Officer Brandon Gosson, Lauren Olson, Kevin Ely, Duane Hastad, Mike Cagley, Steven Farmen, Lee Gunderson, John Nevins, Morrie Schacherer, Chad and Heidi Felton and Dave Hickey.

Mayor Tensen called the meeting to order at 5:30 pm and everyone repeated the Pledge of Allegiance.

Councilman Prestholdt motioned to approve the agenda with a second from Councilman Petersen. Voting in favor Councilman Petersen, Councilman Adelman, Councilman Olson, Councilman Fish and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion Passed.

Councilman Olson motioned with a second from Councilman Petersen to approve consent agenda item number four, December 21<sup>st</sup> Council Meeting Minutes, and 10A, December financials. Voting in favor: Councilman Petersen, Councilman Adelman, Councilman Olson, Councilman Fish and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion Passed.

#### 10 Minute Public Forum

Mayor Tensen opened the 10 minute public forum at 5:33 pm. Steven Farmen addressed the council. He would like it on the record that he is against the rate increases per parcel. He doesn't think that curb and gutter is necessary, and many cannot afford the rate increase. Duane Hastad is still concerned about the trees. He gave some figures of what he feels the city could save by not taking the trees down or widening the streets. He also asked how the conversation went at the last meeting in regards to the Deep Root Barrier option. Kemen said that she passed the information on to City Engineer Jeff Kuhn to look at. Hastad asked when bids come in, what number is too high? Kemen said the city is trying to maximize the amount of money the city can get from PFA. If bids come in lower than expected, the amount of PFA money could be decreased. Doug Breberg questioned the capital improvement fee on his properties. Kemen said she would get with him after the meeting to discuss further. Hearing nothing else, Mayor Tensen closed the 10 minute public forum at 5:42 pm.

Mayor Tensen opened the regular meeting at 5:42 pm.

#### Reports of officers, boards, and committees

The Road and Bridge Committee Meeting Minutes are included in the packet. Kemen reported on Tom Sathers garage being in the city right away. Sather has sold the home, but the lender needs a letter stating what the City's intent is. It was decided that the City will not issue permits for City right aways. There was a motion at the meeting to allow Aaron Tufto to get the pre-certification for DOT. Councilman Adelman questioned what the benefit of Aaron getting the licensing be if the vehicle has to be DOT inspected anyway? Kemen stated that Aaron would be able to get the vehicle to the point of inspection, and if repairs needed to be addressed, they could be done in house rather than in a truck shop. This would be a big cost savings to the City.

The Finance Committee Meeting Minutes are included in the packet. Kemen reported that Lori Schwendeman, LqP County Assessor was asked to come to the meeting and speak about property values in Dawson. Lori explained that with the housing market being so crazy in the last couple of years, and houses selling way over market value the taxes are trying to catch up. Kemen asked the committee to do some thinking as to what they feel the compensation for licensing in the road and bridge department and water/wastewater departments. Kemen will contact area cities to see how they pay for extra licensing. This will be discussed again at a future meeting. Bond payments for Phase 1 were discussed briefly. The city has funds at Minwest Bank from the 2012 street project fund in the amount of \$114,000. On motion by Councilman Olson with a second by Councilman Petersen to approve the use of funds from the 2012 street project if necessary. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion passed.

#### Public Works Superintendent Kurt Collin's Report

Collins gave an update on the skid loader. It is currently in Marshall getting looked over before it can be picked up. City Engineer Jeff Kuhn is looking at what the cost would be to re-line the sewer in the alleys on mainstreet. The sewer needs to be tv'd to see what condition it is in, and if this is a feasible option.

#### Interim City Manager Jill Kemen's Report

CEDA representatives were present at the meeting last week to talk about the contract between CEDA and the EDA. Madison has decided they will not renew the contract with them. The EDA will decide at the next meeting on January 24<sup>th</sup> if they will continue the contract with CEDA. The EDA is still working with Collaborative Design Group to ensure items listed in the contract are completed by May 1<sup>st</sup>, 2022 at Heritage Courts apartments and the library. Rick Stulz has provided the title work to Kemen for the replatting on the East end of Ash. The City Council and the EDA are having a special meeting on Monday, January 10<sup>th</sup> to vote on the approval of the workforce housing grant application. Mary Quick with the Computer Commuter has offered her services to teach Council members how to utilize the chrome books. Kemen said she would like the Councilmen to take advantage of the opportunity and set up a time with Mary.

#### Ordinances and Resolution

The second reading for the water/sewer ordinance change was presented. The publication will go in the paper on January 12<sup>th</sup>. On motion by Councilman Olson with a second by Councilman Petersen to approve the second reading of the ordinance adopting the new rate changes. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion passed.

The official summary of the water/sewer amendment was presented. Doug Breberg asked what the difference was between industrial and commercial properties. Kemen explained that the classifications came from the county auditors and how the property is listed on the taxes. A commercial property is classified by the city as a main street retail business. An industrial property is one that sells a service. On motion by Councilman Olson with a second by Councilman Petersen to approve the official summary reading of the ordinance amending the rate changes. Voting in favor Councilman Adelman,

Councilman Fish, Councilman Olson, Councilman Petersen and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion passed.

A resolution authorizing submittal of Safe Routes to School infrastructure was presented. The resolution states the city council authorizes the application of the grant for \$500,000 and supports the construction of the Safe Routes to School public infrastructure. New sidewalks are estimated at \$900,000. On motion by Councilman Olson with a second from Councilman Prestholdt to approve the resolution for the submittal of the Safe Routes to School grant application for \$500,000 and supports the public infrastructure. Voting in favor Councilman Petersen, Councilman Fish, Councilman Adelman, Councilman Olson and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion Passed.

A letter and supplemental agreement from Lac qui Parle County's Highway Engineer, Sam Muntean was presented. 5<sup>th</sup> and 6<sup>th</sup> Streets in Dawson are county roads. Lac qui Parle county pays the city every year to do snow removal. The letter states that the county will be increasing the amount from \$12,180.00 to \$18,270.00 a year. On motion by Councilman Olson with a second from Councilman Petersen to approve the increased amount from the county to the city for snow removal on 5<sup>th</sup> and 6<sup>th</sup> Streets in Dawson. Voting in favor Councilman Petersen, Councilman Fish, Councilman Adelman, Councilman Olson and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion Passed.

A resolution consenting the use of various municipal funds to support the multi-family rental housing project was presented. Kemen stated that the duplex housing project on the East end of Ash is contingent on grant funding. The resolution allows the city the use of tax increment financing or tax abatements. On motion by Councilman Prestholdt with a second from Councilman Petersen to approve the resolution consenting the use of various funds for the multi-family rental housing project. Voting in favor Councilman Petersen, Councilman Fish, Councilman Adelman, Councilman Olson and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion Passed.

Certification was needed to the resolution consenting to the process for the creation of a proposed economic development workforce housing program and the use of various municipal funds in support of the multifamily rental housing project. On motion by Councilman Prestholdt with a second from Councilman Petersen to approve the resolution consenting the use of various funds for the multifamily rental housing project. Voting in favor Councilman Petersen, Councilman Fish, Councilman Adelman, Councilman Olson and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion Passed.

A certified copy of resolutions was needed to enter in to a grant contract/funding agreement with Minnesota Housing for the multifamily rental duplex project. On motion by Councilman Olson with a second from Councilman Petersen to participate with Minnesota Housing in the grant process for the multifamily rental duplex project. Voting in favor Councilman Petersen, Councilman Fish, Councilman Adelman, Councilman Olson and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion Passed.

Old Business

No old businesses were discussed.

New Business

A copy of the utility bill increase letter that went out to property owners was included in the packet. Kemen said the rate increases would also be published in the paper.

The contract with the city auditors was included in the packet. Kemen stated that Meulebroeck, Taubert & Co., LLP have been the city's auditors for 30 years. The contract is something new that the city needs to sign before the 2021 audit can be done. On motion by Councilman Olson with a second by Councilman Peterson to approve the contract with Meulebroeck, Taubert & Co., LLP to do the 2021 audit for the city. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion passed.

The State of Minnesota-Affirmative Action Certification, Equal Employment Opportunity Policy Statement and the Workforce Housing Development Program Certification Form were provided in the packet. The city needs to act on these forms to proceed with the Minnesota Housing grant application. On motion by Councilman Olson with a second by Councilman Peterson to approve the Minnesota Housing forms for the grant application. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion passed.

2022 Council Committee Assignments were assigned. The assignments were agreed upon as follows:

Council President:	Jeff Olson	
Water/Wastewater:	Jeff Olson	Vince Adelman
Road & Bridge:	Jeff Olson	Steve Tufto
Finance:	Jeff Olson	Steve Tufto
Police Commission:	Charlie Prestholdt	Dean Petersen
Park Committee:	Jeff Fish	Charlie Prestholdt
Liquor:	Jeff Fish	Vince Adelman
Personnel:	Vince Personnel	Steve Tufto
Planning/Zoning:	Steve Tufto	Dean Petersen
Charter/Code:	Charlie Prestholdt	Dean Petersen
Pioneerland Board:	Jeff Olson	
Bond Refunding Committee:	Jeff Olson	Dean Petersen
EDA:	Jeff Olson	Randy Tensen
Library Board:	Jeff Olson	Steve Tufto
Fire Department Committee:	Jeff Olson	Vince Adelman
Zoning Official:	Andy Stock	Kurt Collins

On motion by Councilman Olson with a second by Councilman Peterson to approve the 2022 Council Committee Assignments. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion passed.

On motion by Councilman Olson with a second by Councilman Fish to approve to designate Minnwest Bank and Dawson Co-op Credit Union as the official depository for the City of Dawson Funds. Voting in favor Councilman Prestholdt, Councilman Adelman, Councilman Olson, Councilman Fish and Councilman Petersen. Absent: Councilman Tufto. Voting against none. Motion passed.

On motion by Councilman Olson with a second by Councilman Peterson to approve to Ehlers Investment Partners as the agency for managing the City of Dawson investment accounts. Voting in favor Councilman Prestholdt, Councilman Adelman, Councilman Olson, Councilman Fish and Councilman Petersen. Absent: Councilman Tufto. Voting against none. Motion passed.

On motion by Councilman Petersen with a second by Councilman Fish to designate the Dawson Sentinel as the official newspaper. Voting in favor Councilman Prestholdt, Councilman Adelman, Councilman Olson, Councilman Fish and Councilman Petersen. Absent: Councilman Tufto. Voting against none. Motion passed.

The city fee schedule is reflective of prior committee meetings. The zoning permit increase went from \$15 for residential to \$30, and business zoning permits will increase from \$100 to \$200. Campground fees will increase from \$25/day to \$30/day. The weekly rate will increase from \$125/week to \$150/week. There was no change on the off season rate. No other fees were increased on the schedule. On motion by Councilman Petersen with a second by Councilman Olson to approve the 2022 fee schedule. Voting in favor Councilman Prestholdt, Councilman Adelman, Councilman Olson, Councilman Fish and Councilman Petersen. Absent: Councilman Tufto. Voting against none. Motion passed.

#### Miscellaneous Announcements

There will be a Special Council Meeting joint with the EDA on Monday, January 10<sup>th</sup> at 4:30 pm, and a regular scheduled Council Meeting January 18<sup>th</sup> at 5:30 pm. The electronic sign has been out of service for over a week, Kemen apologized for not having the Council Meeting date current.

#### Adjourn Meeting

Hearing nothing else, on motion by Councilman Petersen with a second by Councilman Fish to adjourn the meeting. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen and Councilman Prestholdt. Absent: Councilman Tufto. Against: None. Motion passed.

Meeting adjourned at 6:34 p.m.

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Deputy City Clerk

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Mayor