

Dawson City Council Minutes

October 4, 2016

5:30 p.m.

The Dawson City Council met in regular session on Tuesday, October 4, 2016, at 5:30 p.m. in the City Council Chambers.

Councilpersons present: Becky Bothun, Jeff Olson, Heather Myers, J.T. Schacherer and Steve Tufto (by telephone).

Councilpersons absent: Dave Lien.

Others present: Mayor Merlin Ellefson, Interim City Manager Tami Schuelke-Sampson, Interim City Clerk Treasurer Kristi Kvaal, Payroll/Utility Clerk Jill Kemen, City Attorney Rick Stulz, Maintenance Superintendent Brent Powers, Police Chief Andy Stock, and Dawson Sentinel editor Dave Hickey.

Declaring a quorum present Mayor Ellefson called the meeting to order and the group repeated the Pledge of Allegiance to the Flag.

Mayor Ellefson asked for approval of the agenda with the addition of 6A, request for funding from Dawson-Boyd Schools for the removal of two homes. On motion by Councilman Schacherer seconded by Councilman Olson to approve the agenda with changes. Voting in favor: Tufto, Bothun, Olson, Myers and Schacherer; voting against: none; absent: Lien. Motion carries.

On motion by Councilman Olson seconded by Councilman Schacherer to approve the Consent Agenda Items #4 and #12, Approval of the September 6th Council Meeting Minutes and the September bills paid. Voting in favor: Tufto, Bothun, Olson, Myers, and Schacherer; voting against: none; absent: Lien. Motion carries.

Mayor Ellefson opened the 10 minute public forum. Hearing no comments Mayor Ellefson closed the public forum.

Discussion on the Hazardous Home demolition program. Currently the policy requires purchase by an adjoining property owner in order to qualify for the \$3,500 contribution by the City. Mayor Ellefson stated that in the past monies have been awarded to residents for home demolition that were not adjoining property owners, and he feels the City needs to set a standard. Councilman Schacherer stated that he feels that improvement to these lots is the goal, indicating that if someone was interested in developing more rental units, it would help with the housing shortage. Discussion. Attorney Stulz stated that the County has the same policy. He explained that the benefit to having an adjoining property owner take ownership is so that they can combine the parcels into one. It also helps to ensure that the property owner will maintain the property. Councilman Olson stated that if possible he would like to see some of these homes rebuilt, indicating there are housing grants available. Councilwoman Bothun indicated that she wouldn't

want to see people just moving junk around to empty lots. Councilman Tufto agreed that the Council should be cautious about what would be allowed to be put on these lots. Attorney Stulz indicated that he has heard from contractors that they would like to have an opportunity to fix up these homes as opposed to tearing them down. He suggested having the City of Dawson work together with the City of Madison and Lac qui Parle County to develop a hazardous housing policy. It was also suggested that there should be a rental property inspection policy. On motion by Councilman Olson seconded by Councilwoman Bothun to table the issue until March to allow time for the Planning/Zoning Committee to develop a policy. Voting in favor: Tufto, Bothun, Olson, Myers, and Schacherer; voting against: none; absent: Lien. Motion carries.

Mayor Ellefson stated that the Dawson-Boyd School District has asked for financial assistance to help with the demolition of two homes located just north of the high school. The school recently purchased the homes with the intention of expanding their current parking lot. It was noted that the hospital did not receive any funding from the City to clear homes for their expansion. Discussion. On motion by Councilman Olson seconded by Councilman Schacherer to deny the request, citing no real benefit to the City. Voting in favor: Tufto, Bothun, Olson, Myers, and Schacherer; voting against: none; absent: Lien. Motion carries.

Banyon Direct Deposit. Interim City Manager Tami requested that the Council approve the direct deposit option for payroll for city employees. There is a one-time cost of \$995, which includes set-up, training and support. On motion by Councilwoman Bothun seconded by Councilman Schacherer to approve the direct deposit proposal from Banyon. Voting in favor: Tufto, Bothun, Olson, Myers, and Schacherer; voting against: none; absent: Lien. Motion carries.

Information was provided by Interim City Manager Tami from Southwest Minnesota Housing Partnership concerning a Rental Rehabilitation Deferred Loan Program. The information was giving to the Dawson Sentinel and was featured on the front page of the newspaper. No action required.

A copy of the Operations Report from LQP EDA Director Pamela J. Ellison was included in the Council packet. No action required.

Maintenance Superintendent Brent Powers' Report:

1. Brent stated that the new pickup has arrived and asked for Council direction concerning the two remaining older pickups, a 1995 and 1996. Powers indicated that both pickups need tires and front end parts, and he would like to have permission to sell the two older pickups and purchase a 2001 pickup with newer tires. Discussion. On motion by Councilman Schacherer seconded by Councilwoman Bothun to approve the purchase of a used pickup for the Park Department. Voting in favor: Tufto, Bothun, Olson, Myers, and Schacherer; voting against: none; absent: Lien. Motion carries.

2. Powers reported that a wastewater pump purchased in 1987 failed, and a new one was purchased for \$5,500. He also stated that the new City Hall windows have been installed, noting that next year they hope to replace the doors and repair and paint the stucco on the building. When asked about the status of the scheduled roof repairs to City Hall, Powers stated that they are still waiting to hear from the contractors. Councilman Olson recommended that a written notice be sent giving them 90 days to complete the project.

Interim City Manager Tami Schuelke-Sampson's Report:

1. EDA update. A housing brainstorming meeting is being scheduled with Lisa from SW Minnesota Housing Partnership. Council will be invited along with EDA, DDC, business owners and others.
2. Tami emailed information to Teresa from DSI on Sept. 12 about a potential housing project, with a follow-up email on Sept. 19. No further information has been received.
3. Tami informed the Council that the owner of the Sandtrap building is interested in a possible contractor partnership to develop the existing building into a four-plex. He has the architectural designs prepared for the project.
4. Southwest Minnesota Housing has indicated that a party is interested in purchasing the land on the north side of the west building of the Eastbrooke Townhomes to build a home.
5. The library roof was inspected by Inspec, and it was determined that the skylights are the major cause of the leakage. When the project is completed, it has been recommended to remove the skylights. Tami is exploring the possibility of grant money available to help defer the cost of the project.
6. Tina Burkart-Horst has moved out of her home at 712 Pine Street, which the EDA has purchased. Fire Chief Brian Hersom is working with trainers about the potential to use this home for a training burn.
7. DSI has indicated they have added another housing unit under contract.
8. Information was presented on the upcoming regional meetings put on by the League of Minnesota Cities. Interested parties should contact the City Clerk to register.
9. Tami reported that the City will be providing cookies for the students at the Homecoming pepfest this Friday and asked that the City office be closed for a brief time in the afternoon. On motion by Councilman Schacherer seconded by Councilwoman Myers to approve the closing. Voting in favor: Tufto, Bothun, Olson, Myers, and Schacherer; voting against: none; absent: Lien. Motion carries.

Mayor Ellefson reported that both Tami and he had attended the ground breaking of the new JMHS Care Center earlier that day. Councilman Tufto asked if any information will be published concerning the project. Tami indicated that JMHS has been waiting for the State to give its final approval, and then information will be presented to the public.

Council Minutes
October 4, 2016
Page 4

On motion by Councilwoman Myers seconded by Councilwoman Bothun to adjourn the meeting.
Motion carries and the meeting adjourned at 6:00 p.m.

Interim City Clerk Treasurer Kristi Kvaal

Mayor Merlin Ellefson