

Dawson City Council Minutes  
October 3rd, 2023  
5:30 pm

Councilpersons present: JT Schacherer, Vince Adelman, Jeff Olson, David Hansen and Jake Bothun. Councilman Prestholdt was absent. Others present: Mayor Randy Tensen, City Manager Jill Kemen, City Clerk Kristin Daline, Public Works Supervisor Colin Lee, City Attorney Rick Stulz, City Engineer Jeff Kuhn, Emily Polzine, Harvey Swenson, Emery Jenson, Duane Hastad, Lauren Olson, Dave Falness, Alex Ourada, Jim Michels and Dave Hickey.

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

Councilman Schacherer motioned to approve the agenda with a second from Councilman Hansen. Voting in favor, Councilman Olson, Councilman Hansen, Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Motion passed.

Councilman Schacherer motioned to approve September 19th Council Minutes and September financials with a second from Councilman Hansen. Voting in favor, Councilman Olson, Councilman Hansen, Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Motion passed.

10 Minute Public Forum

Duane Hastad asked it was ok to ask questions outside of the public forum. With nothing more to discuss, Mayor Tensen closed the 10-minute public forum at 5:32 pm.

Reports of officers, boards and committees

Councilman Bothun read the Employee/Volunteer minutes. The committee recommended a 4.25% COLA increase for 2024. Discussion was had on a step system. The city does not currently have a step system in place. The committee met at the beginning of the year about hiring a company to do this. Jill received two RFP's, but the committee decided to wait because of cost. Councilman Olson would like to stay with a step system. Employees can receive up to a 3% increase a year at the time of their review for the first 10 years of employment. Councilman Adelman is not in favor of a percent increase and would like to see a dollar increase instead. Councilman Olson motioned to table the COLA increase until the next meeting with a second from Councilman Adelman. Voting in favor, Councilman Olson, Councilman Hansen, Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Motion passed. Jill is basing her figures on what the League recommends in budget preparations.

City Engineer, Jeff Kuhn was present at the meeting to give a street update. Street lights were installed on Mainstreet, with Otter Tail still having some temporary lights. Frontier is removing poles on Chestnut and 7th Street and should be done by the end of the week. October 16th the concrete crew will be back in town to remove and replace south of the river as early as next week. The paving crew will be back the week of October 23<sup>rd</sup> to do as much as they can. Discussion will happen with the County to determine what will be done on 6<sup>th</sup> street downtown. South of the river will get a final lift up to the county intersection. Bituminous will be put down between the railroad track improvements. It is possible that a mill and overlay on 6<sup>th</sup> Street North of the railroad tracks will be done this year. The seeders were not in town today. They did

complete overseeding north of the river. They have not moved south of the river yet. There are several areas in Phase 1 that are still needing attention with reseeding. The highest priority is concrete where there isn't concrete yet. Councilman Hansen asked that the man hole covers be adjusted before winter, the railroad needs attention and areas on streets where there are dips. Plumbing on main street has been approved by the State, and Olsen plumbing will start as soon as tomorrow.

Public Works Superintendent Kurt Collin's Report

Colin Lee, Public Works Supervisor spoke on behalf of Kurt being absent. Barga came last week to fix Hackberry Street, 10th and Linden streets. Anhalt plumbing has hooked up Lac qui Parle Co-op's new building. The city crew hauled away all the logs from under the railroad bridge. Brent Moseng is finishing up the shelter replacement on 1<sup>st</sup> Street.

City Manager Jill Kemen's Report

SWMHP signed a contract. Community meeting to talk about duplexes, if they get filled with waitlist, SWMHP would be interested in developing in the new addition. Time frame is November to December for the community event. It is important to have community involvement to help with the grant application.

Old Business

No update on the off sale liquor license. Emily did put in some THC products at the Liquor Store. Councilman Olson suggested the sign for operation of hours should be moved out the boulevard and placed where people can see it. Emily did move the sign in the parking lot to detour speeding through the lot.

Receipts for the Phase 1 tree grant need to be submitted by October 6<sup>th</sup>. If there is excess funds, the city will replace trees in Gnome campground.

New Business

Alex Ourada with Minnwest Insurance was present to review the Property and Casualty Insurance for 2024. The premium has increased from \$79,066 in 2023 to \$89,531 for 2024. Councilman Olson asked what the city received in dividend for last year. Jill or Alex will provide that number to Council. A Waiver of Liability Coverage was included in the packet. Councilman Olson motioned for the city to not waive the monetary limits with a second from Councilman Schacherer. Voting in favor, Councilman Olson, Councilman Hansen, Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Motion passed.

Councilman Schacherer motioned to pay premium and accept the policy with a second from Councilman Olson. Voting in favor, Councilman Olson, Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Abstained: Councilman Hansen. Motion passed.

Councilman Schacherer motioned to accept the Workman's Compensation Insurance as written with a second from Councilman Olson. Voting in favor, Councilman Olson, Councilman Hansen,

Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Motion passed.

City Attorney Rick Stulz is in preliminary stages working with Titan Machinery acquiring 130' to the West and 130' to the North, vacating N. 10<sup>th</sup> Street. Titan Machinery is working on a survey. The property will be annexed in to the city. Discussion only.

Ducks Unlimited has applied for a raffle permit. On motion from Councilman Olson with a second from Councilman Hansen to approve the application. Voting in favor, Councilman Olson, Councilman Hansen, Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Motion passed.

Ordinances and Resolutions

The second reading of Cannabis Ordinance 324 was read. Councilman Schacherer motioned to move to adopt the ordinance. Voting in favor, Councilman Olson, Councilman Hansen, Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Motion passed.


The second reading of the Summary of Cannabis Ordinance 324 was read. Councilman Bothun motioned to adopt the summary with a second from Councilman Schacherer. Voting in favor, Councilman Olson, Councilman Hansen, Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Motion passed.

Miscellaneous Announcements

The next Council Meeting is Tuesday, October 17<sup>th</sup>, 2023 at 5:30 pm. There will be a public hearing regarding the Small Cities Development Program at 5:35 pm.

With nothing more to discuss, Councilman Hansen motioned to adjourn the meeting with a second from Councilman Bothun. Councilman Olson, Councilman Hansen, Councilman Adelman, Councilman Bothun and Councilman Schacherer. Absent: Councilman Prestholdt. Against: none. Motion passed.

Meeting adjourned at 6:14 pm.



Kristin Daline, City Clerk



Randy Tensen, Mayor