

Dawson City Council Minutes
December 1, 2020
6:00 p.m.

The Dawson City Council met in regular session Tuesday, December 1, 2020 at 6:00 p.m. at the Dawson City Hall Council Chambers following social distancing guidelines and wearing masks. This meeting was also available by Zoom. Due to state requirements for the Truth in Taxation, the start time was adjusted accordingly.

Councilpersons present: Councilman Charlie Prestholdt

Councilperson present via Zoom: Councilwoman Chessa Frahm, Councilman Jeff Fish, Councilman Steve Tufto

Councilpersons absent: Councilman Jeff Olson and Councilman Al Tufto

Others present: Mayor Randy Tensen, City Attorney Rick Stulz, City Manager Tami Schuelke-Sampson, Jill Kemen City Clerk/Treasurer Jeff Kuhn with Widseth Smith and Nolting, Fire Chief Brian Hersom, Dave Hickey, Roger Ellefson, and Dean Petersen

Mayor Tensen called the meeting to order and everyone repeated the Pledge of Allegiance.

Councilman Prestholdt motioned to approve the agenda with an addition of 5a. Glenn Carlson sidewalk, 6a. Mid-Continental Restoration Co. pay estimate, 8a. Dawson Boyd Trap League gambling permit, 9a. Memo of understanding – crisis transportation 2021-2022 with a second from Councilman S. Tufto. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

On motion by Councilman S. Tufto with a second from Councilman Frahm to approve consent agenda number 4, Approve November 10th, 2020 Council Meeting Minutes and November 12th Special Council Meeting Minutes and number 13, November bills paid. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

Mayor Tensen opened the 10-minute public forum. Fire Chief Brian Hersom asked why it was ok to social distance and hold a council meeting but not do the same in the fire hall for training for the fire department. Attorney Stulz said this is not the place to discuss it but can be discussed later. Stulz stated the emergency manager made a decision, and it is what it is. Hearing nothing else, Mayor Tensen closed the public forum.

Glenn Carlson, 667 3rd St, asked if he could remove the sidewalk south of his home. The sidewalk is approximately 30 feet and dead ends on his lawn. There was supposed to be a road there but that had been since vacated. Carlson must ask for permission because of the moratorium on for sidewalk removal. Councilman Prestholdt motioned to remove the moratorium for the sidewalk, allow Carlson to remove the 30 feet of dead-end sidewalk and put the moratorium back on. This motion was seconded by Councilman S. Tufto. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

Jeff Kuhn, City Engineer with Widseth Smith and Nolting, updated council on the project. Kuechle Construction has submitted pay estimate #3. This will likely be the last payment of the 2020 season. Kuhn brought an updated pay estimate from what was given in the council packet. There were differences in quantities on streets that were missed from the last review. The project is mostly wrapped up for the winter months. All the pavement

is completed that will happen up to this point. Contractors will not be coming back to fill in the gaps. Driveways have been open to get access for winter months. Mayor Tensen asked about the cones left at 3rd and Maple. Kuhn will check into these cones. Councilman Prestholdt asked if there could be some sort of signage installed warning those about the drop off from pavement to gravel. He said there are some large drops coming off Elm Street. Kuhn also took this under advisement and will look at adding markings to warn drivers. Mayor Tensen said the weather is supposed to be somewhat favorable in a week or so and asked if a final blading could be done on the gravel now down. Kuhn will address this request as well. On motion by Councilman Fish with a second by Councilwoman Frahm to approve the 3rd pay estimate of \$594,666.95. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

Kuhn next presented the 3rd pay estimate from Maguire Iron for \$209,000.00 covering the piping and footings that have been constructed for the elevated storage tank. Schuelke-Sampson said there has been no final determination on the school logo, so Kuhn didn't have an estimate yet on painting the elevated storage tank. Councilman Prestholdt asked for just a rough cost. He is just looking for a baseline figure to bring to citizens to see if it is even something that the taxpayers want to spend their money on. Kuhn will try to come up with this figure. Mayor Tensen inquired about the dirt that is in front of the road and bridge garage. The pile is too big for trucks to get in and out of the shop. Kuhn feels once the footings are complete, the remainder fill will be hauled away. On motion by Councilwoman Frahm with a second by Councilman S. Tufto to approve the 3rd pay estimate to Maguire Iron. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

Kuhn brought with him a confirmation of request for engineering services to cover Phase 2 of the infrastructure project. This will include the remainder of the city or everything south of the railroad tracks. The estimate of \$2,320,500 includes design and work services along with construction consultation and observation through the remainder of the Phase 2 project. On motion by Councilman Prestholdt with a second by Councilman Fish to sign the agreement. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed. Kuhn said the next phase plans need to be submitted by the end of March 2021 to the State of Minnesota. He will be holding meetings with staff and address items needed to keep the project moving forward. Kuhn stated even though Brent Powers, Maintenance Superintendent, is on leave, he graciously takes phone calls with questions.

Kuhn has been working with Schuelke-Sampson regarding the new housing options for Dawson. Discussion was had regarding four potential areas of development and the estimated costs.

Follow-up discussion took place regarding a crosswalk on truck highway 212. After discussion on motion by Councilman S. Tufto with a second by Councilman Prestholdt to keep the possibly sidewalk project moving forward at minimal engineering costs. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

City Manager, Schuelke-Sampson presented the pay estimate from Mid-Continental Restoration Co. for \$9,016.92. This has been recommended for payment by the architects. There will still be additional costs to the masonry work due to the chimney, however there is no signed amendment to the Minnesota Historical Grant yet. On motion by Councilwoman Frahm to approve the pay estimate with a second by Councilman S. Tufto. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

Reporting on the 2021 levee, Schuelke-Sampson asked for a 3% levee increase of \$32,064.24. Stating some of the needs for the increase as \$24,533 interest due on the elevated storage tank bond, \$28,450 for a payloader payment and extra money built in throughout the budget to keep Phase 2 of the street and utility project moving forward. There was no public input on this. On motion by Councilwoman Frahm to approve the final levee of \$32,064.24 (3%) in 2021 with a second from Councilman Fish. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

Schuelke-Sampson stated the office has received all the necessary paperwork application from the Dawson Boyd Trap Team for their gambling permit. On motion by Councilman Fish with a second by Councilwoman Frahm to approve the permit. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

On motion Councilman Prestholdt with a second by Councilman Fish to approve the resolution authorizing the acceptance of donation from Farmers Mutual Telephone Company for the fire department for \$1,000.00. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

The new contractual memorandum of understanding for the crisis transportation was presented for 2021-2022. The cost shares have not changed, and Dawson will continue to split the cost associated with Johnson Memorial not to exceed \$5,000.00. On motion by Councilman S. Tufto with a second by Councilwoman Frahm to approve the memorandum of understanding with Lac qui Parle County. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

The City of Dawson current personnel policy does not decipher which method to use when figuring FMLA for employees. Schuelke-Sampson provided a fact sheet with different methods for the 12-month FMLA period. Conversations had with other cities states most cities choose option 4 – a “rolling” 12-month period of measurement backwards. This is often chosen to help avoid stacked leave. Schuelke-Sampson would recommend Dawson use this method as well. On motion by Councilman Fish with a second by Councilman Prestholdt to approve the recommendation of Schuelke-Sampson by choosing a “rolling” 12-month period measured backward. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

Maintenance Superintendent Brent Powers' Report (given by City Manager)

- A. The road and bridge department as well as the water/wastewater department are currently operating short staffed. Schuelke-Sampson said there is a plan in place to cover the treatment plants and snow removal.

City Manager Tami Schuelke-Sampson's Report

- A. Three interested developers have approached the city with various project ideas. Schuelke-Sampson has spoken with Rebecca Kurtz, from Ehlers, regarding TIF financing and what other available options the city has. The infrastructure costs will need to be included with the budget when making proposals. Proposals will be the next step. Schuelke-Sampson feels option 2 presented by Jeff Kuhn is a viable option because of the exist to a township road. Councilman Prestholdt asked if we are still waiting on the housing study. Schuelke-Sampson stated only one of the three contactors are requiring the study currently being worked on with CEDA.
- B. Officer Jordan Baldwin has tendered his resignation from the city of Dawson to become employed at the Lac qui Parle Sheriff's Department. On motion by Councilman Prestholdt with a second by Council S. Tufto to accept his resignation. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed. Councilman Prestholdt would like to thank Baldwin for his service.

Councilman S. Tufto asked about revisiting a policy regarding the planting of boulevard trees. Mayor Tensen felt this should happen but wants to see where trees need to be planted once the project is complete. Schuelke-Sampson will reach out to other cities to find out their setbacks, etc.

Questions whether current gravel streets should remain gravel or be tarred during this street project were discussed. Schuelke-Sampson said she has had conversations with Riverview Estates about the steps needed to be taken to tar the streets in the new development. They need to come request the streets be tarred at the city. Homeowners would then be assessed 100% of the shared costs. After further discussion Councilman Prestholdt and Mayor Tensen asked Schuelke-Sampson to reach out via letter to each owner asking if they would like to have the street they live on tarred. This will be a majority rules. If 60% of the majority homeowners chose to have tar streets, then the project will move forward even if the homeowner declined the blacktop. Owners are asked to report back to the city office what they would like to see happen.

Councilman Fish said there were quite a few vehicles again on 5th Street. Schuelke-Sampson will address the continuing issue with Chief Stock.

Hearing nothing further on motion by Councilwoman Frahm with a second by Councilman S. Tufto to adjourn the meeting. Voting in favor Councilman S. Tufto, Councilman Fish, Councilman Prestholdt, and Councilwoman Frahm. Voting against none. Absent Councilman Olson and Councilman A. Tufto. Motion passed.

Meeting adjourned at 6:53 p.m.

City Clerk

Mayor