

Dawson City Council Work Session Minutes

April 20, 2021

5:30 p.m.

The Dawson City Council met in regular session Tuesday, April 20th, 2021 at 5:30 p.m. in the Dawson City Hall Council Chambers following social distancing guidelines and wearing masks. This meeting was also available by Zoom.

Councilpersons present: Jeff Fish, Jeff Olson, Steve Tufto, Vince Adelman, and Dean Petersen

Councilman absent: Charlie Prestholdt

Also Present: Mayor Randy Tensen, City Clerk/Treasurer Jill Kemen, Utility Billing/Office Clerk Kristin Daline, Maintenance Superintendent Kurt Collins, City Engineer Blaine Green with Widseth

Present via Zoom: City Attorney Rick Stulz, City Engineer Jeff Kuhn with Widseth and Rebecca Kurtz with Ehlers

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

Councilman Tufto motioned to approve the agenda with the addition of 4J. Campground expansion Veteran's Park and 4K. Citywide cleanup. Seconded by Councilman Petersen. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, and Councilman Tufto. Voting against, none. Absent: Councilman Prestholdt. Motion passed.

Mayor Tensen opened the 10-minute public forum. Hearing nothing, Mayor Tensen closed the public forum.

New Business, Discussion Only, Items

A. Decertify TIF #6 – Rebecca Kurtz with Ehlers spoke to council regarding the decertification process and what the benefits would be for the city to do this now. The city would gain approximately \$58,400 funds of non-ear marked money to use as needed. No decision needs to be made immediately. This process just needs to be completed before the end of the year.

B. Housing 54 units needed – Rebecca also spoke about the use of PFA funding vs. general obligations bonds. She wants to help the city find the best possible financial outcome for the city regarding the next street project phase. She is happy to run any scenarios for the city to take under advisement. Jeff Kuhn, Widseth, filled Rebecca in on why PFA thought that phase 2 should be split again. Kuhn said the new split for phase two would be different. All street and underground infrastructure could be done in 2a. and the remainder, lift station, 15th Street water looping, water meters, and water treatment improvements could be pushed to phase 2b.

Blaine Green said the project is going well. The crew is currently working on directional boring across 1st Street. He thanked Dawson for the approval to reclaim the remainder of the streets on Phase 1. This helps keep two crews in town that is progressing the project forward. He also spoke about his meeting with AGP and boring under the railroad tracks. Once road restrictions are lifted the city can expect pavement and concrete work to happen again. This could be the middle to the end of May. Widseth is currently working on another pay estimate and will have it available for the next meeting.

H. LqP County 6th Street update/engineering - Lac qui Parle County has slated Dawson's Main Street, 6th Street, for mill and overlay work to be done in 2022. County Engineer ask Kuhn if he could run the numbers and spearhead the engineering for the county on this part of the project in conjunction with Dawson's part. This will include new truncated domes and ADA sidewalk ramps. The county would reimburse the city for their share of the project.

Kuhn also listened to complaints regarding the railroad crossings. He will reach out to MNDOT and see if they are able to help with the issue.

I. Downtown revamp interest - If there is any interest in changing the feel or look of downtown, now would be the chance to do so. After discussion, there was no interest in changing the look.

C. Full council/employee training - Andy Stock, Police Chief, and Councilmen Steve Tufto and Jeff Fish met with Pamela Whitmore regarding a full city/council training for communication. All agree this is a good idea. Whitmore asked the League of Minnesota Cities if they would reimburse the city for the cost and they will. It was recommended to wait until a new city manager was hired to conduct the training.

D. Budge 2020- equipment fund – Kemen was looking for ideas and dollar amounts as to what to put into an equipment fund to be able to have it available as needed. After discussion, Road and Bridge committee and Water/Wastewater committee will meet to create a spreadsheet of equipment and when it would need to be upgraded. Councilman Olson said create a schedule and stick to it.

E. Skid loader purchase/sidewalk snow removal – With the increasing number of sidewalks the city will need to maintain after all phase of the street project are complete, discussing how to handle this is necessary. There is support purchasing a skid loader and attachments to help with not only snow but other areas throughout city as well. This machine could be used daily instead of always using the payloader. Other councilmembers didn't support the idea of a skid loader purchase and felt the John Deere with sweeper brush could get the job done. The number of blocks will need to be figured out that the city will be responsible for cleaning.

F. Mailbox posts – Discussion regarding the ordinance of the mailbox posts and clarification on how the program works.

G. COVID committee for funds – The city will be receiving COVID funds. Kemen would like to see a neutral committee set up to review the best use for the funds. It was decided that each department would determine what was needed once guidelines are given and come back to council to compare what council feels would be the appropriate use of funds.

J. Campground expansion Veteran's Park – With the added construction people in the city, the campgrounds are full and the city is turning people away daily. While this may be just a couple year problem, Kemen looked in to adding 4 additional spots to the campground and removing the current bmx bike track. Kemen shared the numbers from the previous construction of lots. She also shared the idea that it could be more senior housing for snowbirds like the current campground host is doing. He lives in his camper in the summer and winters down south. It was decided that being full and turning campers away would just be a temporary issue and the campground doesn't need to be expanded at this time.

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K. Citywide cleanup – Councilman Olson wanted to bring up this topic for discussion so the next meeting will just need the approval. Mattresses and appliances would need to be pre-paid with Olson Sanitation. The fee this year is \$25.00 per item. Kemen asked if they will refund the money if the item is removed from the curb before pickup and Olson stated yes. The city again will pick up televisions that have been prepaid at the city office. City wide clean-up is always the third Monday in May. This year's date is May 17th.

Old Business, Discussion Only, Items

A. Trees – Kemen received a call from Chessa Frahm, SWCD, regarding the trees. She said that they are willing to help the city with this project when the time comes, however the city has to initiate the conversation. The city would need to form a tree committee.

There was also a request to have a tree transplanted from in front of the armory. It was decided to bring this back to the EDA to decide on.

B. Jetter Truck – Kurt Collins has been staying rather busy as of late. He did inquire on a couple jetter trucks but would like to make the drive to Willmar and see theirs. The city of Willmar will be trading theirs into Flexible Pipe and that is the same place the city purchased the last jetter from.

C. Office staff created a tentative agenda and asked the Dawson Sentinel to print it one week earlier than normal to help keep the public informed. After discussion, the agenda will only be available the Friday before the meeting like usual.

D. Pool Staff – Currently 6 lifeguards have applied and 3 water safety instructors. There is an adult that applied for park maintenance who is willing to be the pool manager. Kemen said this could be a situation where we utilize the adult as a manager and have a head lifeguard. Ads and an article are back in the Dawson Sentinel encouraging people to apply.

E. Phase 2 street & utility project – This was previously discussed.

Maintenance Superintendent Kurt Collins' Report

A. Crack sealing – Collins would like to get a quote for crack sealing specific streets this year. His idea is to crack seal and pea rock alternating years. He will bring the quote to council once he receives it.

B. Road and Bridge employee update – The city has offered the position to Adam Hakanson. His start date will be Monday, April 26th.

Interim City Manager Jill Kemen's Report

A. Open book meeting April 21 – Kemen reminded council that the board of appeal and equalization meeting is now an open book meeting. County assessors will be at the city office to speak with anyone questioning the values for 2022.

B. Next council meeting – The next meeting will be Tuesday, May 4th, at 5:30 pm.

C. City manager resume update – City Attorney Stulz has asked Kemen to print a copy of the resumes received for each councilmember. They are to rank them and decide who they would like to

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interview. This will remain confidential until interviews happen and names will become public at that point. Candidates will be referred to by A, B, C.....

D. Relief meeting – Kemen attended the Dawson Fire Annual Relief Meeting. By-laws were updates and the city relief account was talked about.

The liquor store appraisal was done. It was decided to allow the liquor store 6 to 12 months to operate before doing another review on profitability.

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

Meeting adjourned at 7:46 pm.

City Clerk

Mayor