

Dawson City Council Minutes  
August 2<sup>nd</sup>, 2022  
5:30 p.m.

The Dawson City Council met in regular session Tuesday, August 2nd, 2022 at 5:30 p.m. at the Dawson City Hall Council Chambers.

Councilpersons present: Jeff Olson, Dean Petersen, Jeff Fish, Charlie Prestholdt and Vince Adelman. Councilman Tufto was absent. Also present: Mayor Randy Tensen, Interim City Manager Jill Kemen, Deputy City Clerk Kristin Daline, Public Works Superintendent Kurt Collins, Public Works Supervisor Colin Lee, City Attorney Rick Stulz, Pat Fredlund, Dave Hickey, Melissa Streich, Brian & Jody Hersom, Duane Hastad, Hailey Gritmacker, Steve O'Neal, Darryl Kanthak with Muelbrook and Taulbert, Jim Daly and Lauren Olson.

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

Councilman Petersen motioned to approve the agenda with addition 12G, Olson Sanitation Contract renewal with a second from Councilman Fish. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

Councilman Olson motioned to approve consent agenda item 4, July 5<sup>th</sup> Council Meeting Minutes item 13, July bills paid and 2<sup>nd</sup> quarter financials. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

#### 10 Minute Public Forum

Mayor Tensen opened the 10 minute public forum at 5:31 pm. Hailey Gritmacker received a quote from Larson Brothers for sand of \$10,000. She is considering using less depth on the courts. Hailey is looking for \$5,250 to complete the project or put on stand by to try and fundraise the money. Fundraising would include a free will donation meal and volleyball tournament. Possible donations from from the Hilltop or Rusty Duck for food with a charge of \$60 per team. Hailey will also apply for a grant the Fire Dept for picnic tables and lights. Money that is raised would go against the cost. Mayor Tensen asked if it would be feasible to take this years money and maybe money for next year together. Councilman Prestholdt mentioned that the pickleball court and tennis court came in just short of budget. He is hoping to improve the other tennis court and basketball court next year, at least with paint. Hailey has a great idea to utilize the courts. Councilman Prestholdt doesn't see why we cant take money out of the budget to complete the volleyball court. Hailey is asking for \$5,000 from the City. Charlie motions to give Hailey the money. Discussion on if the City can afford it. Councilman Adelman asked about the equipment used in the parks. Kurt said they just had maintance done on two of the mowers, and purchased a new one last year and thinks the City will be good for 2-3 years. Councilman Fish seconded the motion to give Hailey up to \$5,000 for the volleyball court project. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed. Councilman Prestholdt said the steel has not gone on the concession stand yet. The school is waiting for the new shop teacher to start to coordinate the project with students. Fire Cheif Brian Hersom provided the council a letter from the MN Department of Natural Resources awarding the fire department the 2023 Volunteer Fire Assistance Grant in the amount of \$5,000. Brian recently received the ISO rating test for the department and showed the department was deficient on hose and miscellaneous tools. The fire department will be

matching the \$5,000 with funds out of the equipment fund. The department will be adding more hose, not eliminating. On motion by Councilman Olson with a second from Councilman Petersen to accept the grant of \$5,000 and matching dollars of \$5,000 out of the fire equipment fund. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed. Hearing nothing else, Mayor Tensen closed the 10 minute public hearing at 5:43 p.m.

Melissa Streich with Prairie Waters addressed the Council to present what Prairie Waters has to offer with a membership. Streich showed opportunities for advertising through the website and the Visitor and Relocation Guide. Prairie Waters had received money through Cares the last two years that brought the cost down for the City. The 2023 Membership would be \$3,858, Jill asked if the Council would like to budget for this. Councilman Adelman said that it would be a good promotional tool and motioned to include it in the 2023 budget and was seconded by Councilman Fish. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

Mayor Tensen welcomed Darryl Kanthak with Muelbrook & Taulbert to present the 2021 Audit Report. The City obtained a qualified opinion. The Fire Relief Association has an audit performed on their own, Muelbrook and Taulbert show the financial statements are materially correct. Some key financial highlights for 2021:

New Elevated Water Tower: A negative balance of \$265,068 will need to be made up. This money will either come from the General fund or if other money is available from somewhere else to zero out that fund.

Cash overdrafts to be made up by other funds: The cash on hand showed a zero balance due to several accounts have a negative balance.

Due to/From Funds: There are 6 accounts in which the City used funds from other departments in the amount of \$1,390,403.

Liquor Store: Profit of \$27,943 compared to \$19,495 in 2020, an \$18,000 increase.

The City is at 12.7 months in reserves. On motion by Councilman Fish to approve the 2021 Audit findings and adjustments with a second from Councilman Olson. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed. A motion by Councilman Fish with a second from Councilman Olson to close the Library Bonds of 1997 and move fund balact to the general fund. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

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

The Water/Wastewater Committee Meeting Minutes were included in the packet. During the first committee meeting discussion was had to review the one water bid that came in with Larry from Widseth. A salesman with Badger was also there and explained why the company he represents did not bid. LPRW was notified about the rate changes. At the second meeting Larry recommended not to go back out to bid for the meters. The committee discussed the process of rebidding. Kurt has looked at a jetter truck in Willmar. The truck will be paid with ARPA funds. LPRW is working with thier attorney to review the new contract. Jeff also joined via Zoom to talk about the wastewater upgrades to phase 2,

including a generator. The generator will not be in until August of 2023. Jeff also gave a brief update on Phase 1 and Phase 2.

The Road & Bridge Committee Meeting Minutes were included in the packet. The City received the variance to construct diagonal parking on one side and parallel on the other. This will go into effect when Mainstreet is complete. Kurt received a quote for crack sealing streets that were missed last year on Elm Street between 4<sup>th</sup> and 5<sup>th</sup> Streets, and the West side of Co-op. The quote was for \$5,000 which the committee recommended to accept. On motion by Councilman Olson to have the crack sealing done on Elm Street between 4<sup>th</sup> and 5<sup>th</sup> Street and the West side of Co-op with a second from Councilman Petersen. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed. Letters were sent to residents on Hackberry Street to get opinions on the condition of the road which isn't in the current project plan to be fixed. The committee recommended Kurt to purchase a grapple bucket for skid steer. The City will no longer be picking up sticks after storms, this was published in the paper last week.

The Tree Committee Minutes were included in the packet. This was the first time the committee met to talk about how the tree replacement reimbursement program for Phase 1 homeowners would work. Jill applied for a tree grant in which the City received \$5,000. The City is asking homeowners to notify the City Office by August 20<sup>th</sup> if they plan to purchase a replacement tree through the Community Foundation Grant. Trees can be purchased wherever the homeowner chooses with a max of 2 trees per household. A copy of their receipt will need to be turned in to the City. The tree will need to be established for one year before reimbursement. Details on the program were printed in the paper. On motion by Councilman Olson to approve the terms of the reimbursement program with a second from Councilman Petersen. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

#### Public Works Superintendent Kurt Collins

City buildings did see storm damage including shingles on shelter houses and a storage shed on the West end of the city garage that will need to be replaced. Kurt is working on getting quotes for the damage. Kurt went and looked at a jetter truck in Willmar last Fall. The jetter truck is getting inspected and will come with maintenance records. Kuechle Underground was in town last week going through some of the low spots in the alleys and putting in catch basins. A storm drain on 5th Street and Viking was also installed, something that's been needed for a long time. Kurt contacted the County about seal coating Hackberry Street with plans of doing it next year. This will be a bandaide that will last a couple years before the street can be completely repaired. The Pool will be closing August 20th. Councilman Prestholdt asked if the City was staying on top of 2012 project maintaining the streets. Half of the seal coating was budgeted this year and the other half will be budgeted next year.

#### Interim City Manager Jill Kemen

EDA Update. Sarah Weese has resigned from her position as the City's CEDA representative. Hillary Tweedt will be taking her place in the meantime and will be in Dawson every other Tuesday. Three businesses will be utilizing the revolving loan fund at 1% interest. There is still money available,

and is a 10-year term. The EDA designated \$10,000 to a Commercial fix-up fund to help with building aesthetic. The grant would include alley entrances as well.

Hackberry Street Update-letters were sent to residents asking how they felt about the condition of their street. Jeff Kuhn gave the City an estimate reconstruct. Five of the homeowners contacted the City, one was a definite yes. Homeowners originally paid for 70% of the street. The Road & Bridge Committee decided to postpone the project and seal coat to get us by for a few years. Hackberry Street could possibly fall into Phase 3. Hackberry Street improvements would be the street only, no underground. Affidavit of Candidacy is open today. The City Council has three positions up for election. This will be open until Aug 16<sup>th</sup> for City Council and JMHS Board members to apply at the City Office. If anyone is interested in the School Board, the affidavit would need to be signed at the school.

Street Update-see handout. Councilman Adelman questioned if the street going into the golf course is included in the plans. Jill will find the answer and let Adelman know.

Jill asked the Council what they would like to see in the Budget for 2023. Please let her know before the meeting in September.

#### Old Business

Scott & Mary Quick gifted the corner triangle piece at Riverview Estates back to the City. The replat was included in the packet. A motion by Councilman Prestholdt to accept the replat with a second from Councilman Fish. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed. Discussion was had on the lot that is listed for sale and it needing to be mowed. Rick said that he will reach out to the Quicks about mowing the vacant lots they own.

#### New Business

Pay estimate #3 from Ryan Contracting for \$1,266,997.58 was provided in the packet. Engineer recommends approval. Councilman Fish motioned to approve pay estimate #3 with a second from Councilman Olson. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

A letter was included in packet from the MN Department of Transportation. County Engineer Sam Muntean was able to get the City the parking variance on Mainstreet. The Road & Bridge Committee recommended the West side should be parallel parking. On motion by Councilman Olson to approve parking on west side with a second from Councilman Petersen. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

The Dawson Boyd High School Trap submitted paperwork for a gambling permit. A motion was made by Councilman Petersen to approve the application with a second from Councilman Prestholdt. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

The Blackjack Attack Basketball Booster Club submitted paperwork for a gambling permit. A motion was made by Councilman Prestholdt to approve the application with a second from Councilman Petersen. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

The City had a booth at the fair last year for the first time and shared it with the school. The cost is \$100. Jill said it is nice to have a Dawson presence there. On motion by Councilman Prestholdt with a second from Councilman Fish to have a booth at the fair this year. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

A recommendation letter was included in the packet from Widseth for the water meter project. Widseth recommends Schedule B, the bid that did not include the resetter. Dakota Supply Group who supplies Kamstrup meters was the sole bidder. Kamstrup is able to provide the City with up to 4" meters which is what the City requested. The meters have a 20 year warranty with a 20 year declining warranty on the battery. Meters would ship the 1st quarter of 2023. Councilman Prestholdt motioned to approve Dakota Supply Groups bid contingent on financing with Minnwest Bank with a second from Councilman Adelman. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

Discussion was had on the Olson Sanitation contract renewal. Olson Sanitation will be raising the price per can \$2 across the board. The City currently receives 10%. Councilman Adelman looked at budget and feels it doesn't seem feasible for the City to continue. The contract will need to be changed per statutory limits to increase the personal injury amount to \$500,000 and \$1,500,000 for all claims arising out of a single occurrence. Jill would like the office to seize from doing the billing. The office receives many complaints about how high the Utility Bills are, it would be nice to get the garbage off of it. More discussion about the extra time and work it takes to do the billing. On motion from Councilman Petersen to accept the contract with the insurance changes with a second from Councilman Prestholdt. Voting in favor Councilman Petersen, Councilman Fish and Councilman Prestholdt. Absent: Councilman Tufto. Against: Councilman Adelman. Abstained: Councilman Olson. Motion passed.

#### Miscellaneous announcements

The next Council Meeting is Tuesday, September 6th at 5:30 p.m.

Primary Election is Tuesday, August 9<sup>th</sup>. Polls are open from 7 a.m. to 8 p.m.

#### Adjourn Meeting

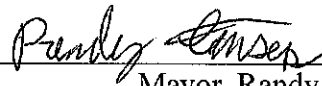
Hearing nothing else, on motion by Councilman Prestholdt with a second by Councilman Adelman to adjourn the meeting. Voting in favor Councilman Olson, Councilman Petersen, Councilman Fish, Councilman Prestholdt and Councilman Adelman. Absent: Councilman Tufto. Against: None. Motion passed.

Meeting adjourned at 7:45 p.m.



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Kristin Daline, Deputy City Clerk



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Mayor, Randy Tensen