

Dawson City Council Minutes

March 2, 2021

5:30 p.m.

The Dawson City Council met in regular session Tuesday, March 2nd, 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: Charlie Prestholdt, Jeff Fish, Jeff Olson, Steve Tufto, Vince Adelman, and Dean Petersen

Also Present: Mayor Randy Tensen, City Manager Tami Schuelke-Sampson, City Clerk/Treasurer Jill Kemen, City Attorney Rick Stulz, Maintenance Superintendent Kurt Collins, Ben Bothun, Brent Powers and Dave Hickey.

Others present via zoon: Jeff Kuhn with Widseth, Kristi Fernholz UMRDC, and Bernice Robinson with UMRDC.

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

Councilman Tufto motioned to approve the agenda with the additions of 8a. Maguire Iron pay request and change order. Seconded by Councilman Olson. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

On motion by Councilman Olson with a second from Councilman Prestholdt to approve consent agenda number 4, approve February 2nd, 2021 Council Meeting Minutes and number 18, February bills paid. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

Mayor Tensen opened the 10-minute public forum. County Commissioner Ben Bothun shared that the CARES grant businesses were able to apply for should have received a letter telling them how much they were awarded. Checks to these businesses will be mailed out by the committee on Friday. Hearing nothing else, Mayor Tensen closed the public forum.

Mayor Tensen closed the regular council meeting and opened the public hearing regarding the Small Cities Development Program Applications at 5:35 p.m. Kristi Fernholz with UMRDC will be submitting the Small Cities Development Grant to DEED with two needs. One need is low to moderate income owner occupied homes and one is slum and blight need. The goal set forth for the city is 18 owner occupied homes. Recently passed, because Dawson is under 5,000 population, there does not need to be a target area for these homes. The commercial goal was set at 4 or 5 within the target area. The target area consists of the downtown area only to keep the application competitive. There will be no additional cost to the city and no administration fees. The 15% SCGP construction fee should cover the admin fees. Fernholz suggest keeping \$5,000-\$10,000 set aside for money at the end should an extra project come up. The total cost

of the application being sent to DEED is \$825,000. The city's full application is due March 12th. DEED will contact the city in May or June if selected. UMRDC will provide general administration on the SCGP with Prairie 5 handling the field administration. If selected, funding will be available in the fall and the City would have 3 years to use the funding. This grant is compliant with historical requirements as well. Councilman Prestholdt asked Fernholz to explain the slum and blight map targeted area and what the boxes mean. She called intended businesses to make sure they understood the program for solid participation numbers. She stated that if the City doesn't reach their unit goal it will be hard for the City to get another SCGP in the future. It is better to see money left over in the fund than not enough participation. Fernholz will need 4 documents signed. One is identifying any conflict of interest among the council that may use the SCGP, signatures are needed on the approve citizen participation plan, resolution to submit the application and declare slum and blight area. Hearing nothing else, Mayor Tensen closed the public hearing at 5:44 p.m. and reopened the regular council meeting.

On motion by Councilman Petersen to approve the above said documents for submittal to DEED by March 12th, 2021 along with Dawson's application for the SCGP with a second by Councilman Prestholdt. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

City Engineer, Jeff Kuhn, said the project continues to move forward. There was a good meeting held with city officials to determine streets and sidewalk locations. There has been no major cost changes. He is hoping to provide another update to the overall cost of the second phase project at the next council meeting in March. They continue to work to submit information to the State to meet requirements by the end of March. Kuhn asked if there was any clarification needed on adopting the City's special assessment policy. Hearing nothing, on motion by Councilman Olson with a second by Councilman Tufto to approve the special assessment policy. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

Maguire Iron submitted their 5th pay estimate for the work completed on the elevated storage tank. This project is approximately half complete. Steel should be arriving at the job sight Friday or Saturday with erection to begin the following week. KLM will be coordinating the steel, painting, etc. and will continue to coordinate with Widseth. On motion by Councilman Olson with a second by Councilman Petersen to approve the pay estimate for Maguire Iron. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

Dawson Council Minutes

March 2, 2021

Page 3

Next Kuhn addressed the change order and proposed layout for the water tower. Mayor Tensen asked what will happen to the old tower and land that it is currently standing on. Kuhn said removal of the tower is included in the project. To be sure of this, he will check with Larry. The land is currently landlocked by AGP. City Attorney Stulz will look into this property and report back. The change order is for \$7,550. Of this amount, \$5,000 is for the upgraded additional stripe on the bulb of the water tank and the difference is to change the size of the room in the base of the tower making it a little bigger. On motion by Councilman Fish with a second by Councilman Prestholdt to approve the change order for \$7,550.00. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

The pay equity report was included in the packet for information only.

Herzog Roofing submitted pay estimates for the armory roof work. The roof project is close to completed. These two pay estimates have been reviewed by the architects and recommended for payment. On motion by Councilman Olson with a second by Councilman Adelman to approve the pay requests. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

Dawson Boyd Baseball Association submitted paperwork to renew their liquor license. On motion by Councilman Prestholdt with a second by Councilman Tufto to approve the license. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

Liquor license renewal for Hilltop Bar and Grill was submitted to the City. On motion by Councilman Fish with a second by Councilman Peterson to approve the liquor license. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

Casey's General Store submitted their 3.2 liquor license for approval. On motion by Councilman Olson with a second by Councilman Fish to approve Casey's 3.2 liquor license. Voting in favor Councilman Adelman, Councilman Fish, Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

A gambling permit is being sought by the Jack Attack Basketball Booster Club for June 7th, 2021. They will again be sponsoring the Dawson Golf Course raffle. On motion by Councilman Petersen with a second by Councilman Fish to approve the gambling permit. Voting in favor Councilman Adelman, Councilman Fish,

Councilman Olson, Councilman Petersen, Councilman Prestholdt and Councilman Tufto. Voting against, none. Motion passed.

Councilman Prestholdt addressed the council with a unique project provided by PURIS. With PURIS hiring new staff and the production line not operating yet, this gives their employees an opportunity to do community pride projects. Kendall Stelter will be the project coordinator. He will be writing a short questionnaire and asking those with projects to drop it off at the city building. Many ideas were discussed. Councilman Prestholdt thinks this is an awesome idea. Liability was also discussed.

Maintenance Superintendent Kurt Collins' Report

- Kurt stated that there have been a lot of changes to deal with.
- A new furnace was needed in the clarifier room. The old one was unrepairable.
- He would like to talk to a committee regarding other issues in the near future.

City Manager Tami Schuelke-Sampson's Report

- A. Schuelke-Sampson handed out her resignation letter. She has hired Kurt Collins as the new Maintenance Superintendent to replace Brent Powers. Colin Lee has accepted the new role of City Maintenance II (previously Kurt Collins' position). Three internal applicants have applied for the city maintenance I position (previously Colin Lee's position). Maintenance Supervisor, Duane Kruger submitted his resignation on February 23rd. His position is now posted internally with applications due by Friday March 5th. Schuelke-Sampson's last day with the City will be March 26th, 2021.
- B. The EDA minutes were in the packet. Nothing further to discuss.
- C. Matt Durand with CEDA will be in attendance at the next March council meeting to discuss his findings on the housing study. He feels that Dawson is in need of multi-family, senior and single family house. He also thinks east of Ash and Hickory is the ideal location for this housing.
- D. Computer Commuter is for information only. This was at your spot.
- E. In preparation for the next phase of the infrastructure project, PFA has requested that the water fund and wastewater fund be separated. This is starting to happen and will be completely addressed during the 2020 audit.
- F. Tami and Kurt Collins have been working on the Wellhead Protection Plan and providing multiple requested items.
- G. There will be a second meeting in March concerning the bond sale refinancing. Schuelke-Sampson has a due diligence call regarding this on Wednesday.

Dawson Council Minutes

March 2, 2021

Page 5

Mayor Tensen thanked Schuelke-Sampson for all her overtime and time she has put in helping the City of Dawson. He stated that she gave more notice than need be, but is willing to help training the next manager in her position. Councilman Petersen mimicked the thank you as well. Due to legality, there will be no closed session, rather a personnel committee meeting will be planned. Schuelke-Sampson said she will post the position internally first as it has been done with the other recent open positions and then move ahead with the personnel guidance.

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

Meeting adjourned at 6:17 p.m.

City Clerk

Mayor