

Minutes of the regular meeting of the City Council of Dilworth, Clay County, Minnesota, held January 22, 2018, at 6:00 o'clock p.m., at City Hall Council Chambers.

PRESENT: Mayor Olson, Councilmembers Nash, Aasness, and Jesme

OTHERS: City Administrator Peyton Mastera, Fire Chief Mark Empting, Maintenance Supervisor Don Vogel, Finance Officer Sherri Farwell, City Engineer Dan Hanson, Elias Hoversten, Nicole Edwards, Cassie Hoversten, Stacy Pritchard, James Burton, and Administrative Assistant Elizabeth Mars.

1. CALL TO ORDER

Mayor Olson called the meeting to order at 6:00 p.m. and everyone took part in the Pledge of Allegiance.

2. AGENDA APPROVAL

MOTION: by Nash, seconded by Aasness, to approve the January 22, 2018 meeting agenda. Motion carried by all members present voting aye.

3. CONSENT AGENDA APPROVAL

MOTION: by Aasness, seconded by Nash, to approve all items on the consent agenda and addendum. Motion carried by all members present voting aye.

CONSENT AGENDA ITEMS

MOTION: by Aasness, seconded by Nash, to approve minutes from January 8, 2018 City Council meeting.

MOTION: by Aasness, seconded by Nash, to receive and file the Dilworth Planning Commission minutes from December 6, 2017.

MOTION: by Aasness, seconded by Nash, to receive and file the Dilworth Loco Daze meeting agenda from January 16, 2018.

MOTION: by Aasness, seconded by Nash, to receive and file the Dilworth Loco Daze meeting minutes from August 22, 2017.

MOTION: by Aasness, seconded by Nash, to receive and file the Dilworth Fire Department business meeting agenda from January 15, 2018.

MOTION: by Aasness, seconded by Nash, to receive and file Dilworth Fire Department business meeting minutes from January 15, 2018.

- MOTION: by Aasness, seconded by Nash, to approve City of Dilworth / Kragnes Township Fire Service contract, to expire December 31, 2020.
- MOTION: by Aasness, seconded by Nash, to receive and file Dilworth Lion's Lawful Gambling Tax Return report.
- MOTION: by Aasness, seconded by Nash, to authorize Officer Andrew McFarlane to attend Taser Instructor certification training in Harvey, ND January 30, 2018 – January 31, 2018.
- MOTION: by Aasness, seconded by Nash, to approve Joint Powers Committee proclamation for National Law Enforcement Appreciation Day.
- MOTION: by Aasness, seconded by Nash, to approve City of Dilworth / Oakport Township Fire Service contract, to expire December 31, 2020.
- MOTION: by Aasness, seconded by Nash, to receive and file 2017 Fire Burning Permit report.
- MOTION: by Aasness, seconded by Nash, to receive and file December 2017 Utility report.
- MOTION: by Aasness, seconded by Nash, to approve amended Clay County Collaborative contract, effective February 4, 2018.
- MOTION: by Aasness, seconded by Nash, to receive and file December 2017 Incident Analysis Report.
- MOTION: by Aasness, seconded by Nash, to receive and file 2017 (yearly) Incident Analysis Report.
- MOTION: by Aasness, seconded by Nash, to approve temporary liquor license for National Wild Turkey Federation, Inc. for an event at the Dilworth Community Center on March 2, 2018.
- MOTION: by Aasness, seconded by Nash, to approve temporary liquor license for Dilworth Lions Club for an event at the Dilworth Community Center on February 10, 2018.
- MOTION: by Aasness, seconded by Nash, to authorize the Dilworth Police Department to advertise for a Part-Time Police Officer position.

END OF CONSENT AGENDA

4. CITIZEN'S CONCERNS

None received.

5. RECOGNIZE, 2017 POLICE OFFICER OF THE YEAR: ELIAS HOVERSTEN6. DISCUSSION, NORTHERN STATES POWER COMPANY FRANCHISE ORDINANCES 18-01, 18-02, AND 18-03 (MARK NISBET WITH XCEL ENERGY PRESENTING)

The franchise ordinance/agreement with Northern States Power Company (i.e. Xcel Energy) expires May 2018. The agreement is similar to the existing ordinance. The existing ordinance was amended in 2010 to increase the residential fee to be aligned with the FM Metro area.

Mark Nisbet with Xcel Energy discussed current programs Xcel Energy is utilizing in Dilworth. The rates set 10 years ago are even with current inflation and lies between Fargo's rate of 2% and Moorhead's rate of 5%. Dilworth's fee is a set rate and not dependent on percentages.

Mayor Olson clarified all energy providers in Dilworth will be held to this rate.

This will be brought back to Council in February for approval.

7. RESOLUTION 18-03, ACCEPTING FEASIBILITY REPORT AND ORDERING THE IMPROVEMENT AND PREPARATION OF PLANS FOR THE KEYSTONE AND ORCHARD LIFT STATIONS WITH FORCEMAIN TO MOORHEAD PROJECT

At the January 8, 2017 City Council meeting, City Engineer Dan Hanson presented on a proposed sewer infrastructure project that will extend force mains north from the new lift stations at Keystone and Orchard to 15th Avenue North, and along 15th Avenue North to Moorhead's lift station on 34th Street.

Mr. Hanson met with Moorhead Engineers and discussed the benefits of Dilworth's improvement plan on the City of Moorhead's current sewer infrastructure.

Mr. Hanson discussed the current lift stations located east of 7th Street NE and their capacities. Two lift stations will be constructed in the Keystone Development area to ensure proper pumping capacity to the Orchard Lift Station. The cost of the Orchard Lift Station will be distributed between land owners west of 7th St NE benefiting from the improvement and the City of Dilworth.

Councilmember Jesme asked if any current developments are not completed, would the lift station project continue. Mr. Hanson discussed the necessity for the Orchard Lift Station to continue as a support for the current and future developments. The City of Moorhead prompted discussions to free up capacity in their sewer line and prepare for future developments in Dilworth. The Keystone Lift Station would be put on hold until a later time.

Mayor Olson discussed payments for the project and the possibility of increasing fees on Dilworth utility bills over time. Finance Officer Farwell reported that water rates have remained the same for at least the last three years and the discussion of a rate change may be in the near future.

MOTION: by Aasness, seconded by Jesme, to approve Resolution 18-03, Accepting Feasibility Report and Ordering the Improvement and Preparation of Plans for the Keystone and Orchard Lift Stations with Forcemain to Moorhead Project. Motion carried by all members present voting aye.

8. CONSIDERATION, APPROVAL OF ENGINEERING CONTRACT FOR THE KEYSTONE AND ORCHARD LIFT STATIONS WITH FORCEMAIN TO MOORHEAD PROJECT

MOTION: by Jesme, seconded by Aasness, to approve the Engineering Contract for the Keystone and Orchard Lift Stations with Forcemain to Moorhead Project. Motion carried by all members present voting aye.

9. RESOLUTION 18-04, A RESOLUTION SETTING A PUBLIC HEARING FOR AN EASEMENT VACATION ON LOTS 2 AND 3, BLOCK 1, SUMMERWOOD 3RD ADDITION

A 40 foot wide Utility/Storm easement exists between lots 2 and 3, Block 1 in the new Summerwood 3rd. In order to build on both of these lots, the easement needs to be reduced by 10 feet on each lot (each side of the easement). The reduction of this easement does not impact any utilities.

MOTION: by Nash, seconded by Aasness, to approve Resolution 18-04, a Resolution Setting a Public Hearing for an Easement Vacation on Lots 2 and 3, Block 1, Summerwood 3rd Addition on February 26, 2018. Motion carried by all members present voting aye.

10. PUBLIC HEARING: RESOLUTION 18-05, APPROVAL OF PROPERTIES PARTICIPATING IN THE TWO (2) YEAR TAX ABATEMENT PROGRAM

Public hearing opened at 6:45 p.m.

No written or verbal objections were made.

Public hearing closed at 6:46 p.m.

MOTION: by Jesme, seconded by Aasness, to approve Resolution 18-05, Approval of Properties Participating in the Two (2) Year Tax Abatement Program. Motion carried by all members present voting aye.

11. RESOLUTION 18-06, RESOLUTION ACCEPTING A DONATION FROM AMERICAN CRYSTAL SUGAR FOR THE DILWORTH FIRE DEPARTMENT

American Crystal Sugar has made a \$5,000 donation to the City of Dilworth Fire Department to use for the purchase of radios.

Chief Empting stated that Fire Department members Scott Payne and Chris Kollitz were instrumental in receiving the grant.

The Fire Department was able to raise \$15,000 from a summer raffle to go toward the purchase of the remaining radios. With other donations, all radios and accessories have been purchased.

MOTION: by Nash, seconded by Jesme, to approve Resolution 18-06, Resolution Accepting a Donation from American Crystal Sugar for the Dilworth Fire Department. Motion carried by all members present voting aye.

12. RESOLUTION 18-07, RESOLUTION ACCEPTING A DONATION FROM THE DILWORTH FIREMAN'S RELIEF ASSOCIATION FOR THE DILWORTH FIRE DEPARTMENT

The Dilworth Fireman's Relief Association has made a \$15,000 donation to the City of Dilworth Fire Department to use for the purchase of radios.

MOTION: by Nash, seconded by Aasness, to approve Resolution 18-07, Resolution Accepting a Donation from the Dilworth Fireman's Relief Association for the Dilworth Fire Department. Motion carried by all members present voting aye.

13. COUNCIL MEMBER'S CONCERNS AND COMMITTEE UPDATES

Jesme Discussed Intergovernmental Retreat details.

Empting The Fire Department has hired a new member and a current fire fighter will be retiring in 2018.

Olson 2018 State of the Cities presentation emphasized employees. Would like to see employees challenged and utilize training.

Thank you to all staff for making the Community Center into an emergency homeless shelter.

Would like maximization of opportunities with utilities, specifically discussing curbside recycling, joining Green Step Cities, and capitalizing on energy savings program.

Future planning discussions of the City's footprint regarding facilities, parks, green space, and residential areas.

In 2018, would like information on existing infrastructure and the possibility of having programs available to citizens to remodel or renovate homes.

Discussed business growth in Dilworth and the possibility of the downtown area becoming a renaissance zone.

Thank you to City Staff for services in 2017.


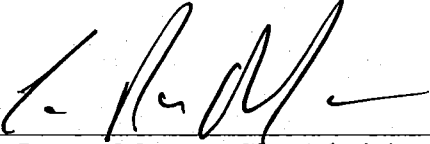
Would like photos of each City Department on the website.

17. PAYMENT OF THE BILLS

MOTION: by Aasness, seconded by Nash, to pay the claims and bills including the 20 addendum items dated January 22, 2018. Motion carried by all members present voting aye.

18. ADJOURNMENT

The meeting was adjourned at 7:01 p.m.

Mayor:  ATTEST: 
Chad Olson L. Peyton Mastera, City Administrator

Approved by the Dilworth City Council on February 12, 2018