

Minutes of the regular meeting of the City Council of Dilworth, Clay County, Minnesota, held February 24, 2020, at 6:00 o'clock p.m., at City Hall Council Chambers.

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

OTHERS: City Administrator Peyton Mastera, Finance Officer Sherri Farwell, City Engineer Dan Hanson, Maintenance Supervisor Jeff Berg, Police Chief Ty Sharpe, Ryan Mullikian, Shannon Bienek, Jeremiah Christenson, Darin Sundstrom, Brian Norberg, Claire Norberg, Curtis Aamodt, and Administrative Assistant Angela Miller.

### 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 Spaulding, seconded by Jesme, to approve the February 24, 2020 meeting agenda. Motion carried by all members present voting aye.

### 3. CONSENT AGENDA APPROVAL

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

#### CONSENT AGENDA ITEMS

MOTION: by Nash, seconded by Aasness, to approve minutes from February 10, 2020 City Council meeting.

MOTION: by Nash, seconded by Aasness, to receive and file Dilworth Fire Department Business Meeting agenda from February 17, 2020.

MOTION: by Nash, seconded by Aasness, to receive and file Dilworth Fire Department Business Meeting minutes from February 17, 2020.

MOTION: by Nash, seconded by Aasness, to receive and file resignation of Officer Kirsten Borash.

MOTION: by Nash, seconded by Aasness, to receive and file resignation of Dilworth Planning Commissioner Cheryl Stetz..

MOTION: by Nash, seconded by Aasness, to receive and file Dilworth Park Board minutes from February 12, 2020.

- MOTION: by Nash, seconded by Aasness, to receive and file Dilworth Planning Commission minutes from February 4, 2020.
- MOTION: by Nash, seconded by Aasness, to approve Terracon contract for materials testing on the South Side project 1.
- MOTION: by Nash, seconded by Aasness, to approve temporary gambling license of St. Elizabeth's Church for an event on March 15, 2020.
- MOTION: by Nash, seconded by Aasness, to approve temporary gambling license of St. Elizabeth's Church for an event on April 26, 2020.
- MOTION: by Nash, seconded by Aasness, to approve temporary gambling license of St. Elizabeth's Church for an event on October 25, 2020.
- MOTION: by Nash, seconded by Aasness, to approve off-site gaming license for the Moorhead Youth Hockey Association for an event at TAK Music Venue on April 2, 2020.
- MOTION: by Nash, seconded by Aasness, to approve 2:00 a.m. liquor license renewal for Unwined, to expire March 29, 2021.
- MOTION: by Nash, seconded by Aasness, to receive and file January utility report.

END OF CONSENT AGENDA

#### 4. CITIZEN'S CONCERNS

None received.

#### 5. RESOLUTION 20-07, RECEIVING PRELIMINARY ENGINEERING REPORT AND CALLING FOR IMPROVEMENT HEARING ON THE SOUTH SIDE IMPROVEMENT PROJECT

City Engineer Hanson created a preliminary engineering report for the South Side Improvement Project. The project includes a mill and overlay on city streets, pedestrian ADA ramps, and reconstruction of the alley adjacent to City Hall. The area included in this project is south of Highway 10 between 4<sup>th</sup> Street SW and 7<sup>th</sup> Street SE, excluding any County Roads.

The total estimated cost of the mill and overlay is \$1,465,00 and the estimated cost of the alley reconstruction is \$190,000, with a total estimated cost of \$1,655,000. The current assessment policy states that 50% of project costs would be assessed and the other 50% would be paid by the City.

A Special City Council Meeting and Improvement Hearing will be held at the Dilworth Community Center on Thursday, March 19, 2020 at 6:00 p.m.

MOTION: by Aasness, seconded by Jesme, to approve Resolution 20-07, receiving preliminary engineering report and calling for improvement hearing on the south side improvement project. Motion carried by all members present voting aye.

6. CONSIDERATION, AMENDMENT TO COMMUNITY CENTER CONTRACT AS IT PERTAINS TO RENTAL FEES

The proposed rate structure for the Community Center would be \$250 for residents and \$500 for non-residents Thursday through Saturday, and \$150 for residents and \$250 for non-residents Sunday through Wednesday. This would not affect rentals that already have a contract in place.

MOTION: by Spaulding, seconded by Aasness, to amend the Community Center contract as presented. Motion carried by all members present voting aye.

7. DISCUSSION, SECURITY GUARD POLICY AT THE COMMUNITY CENTER

Currently Dilworth non-profit organizations are not required to have security, non-Dilworth non-profit organizations are required to have one security guard, and all other renters are required to have two security guards. This change would make the security guard policy consistent for everyone using the Community Center and would require a two officer minimum for all events that require security. The cost for two security guards at an event is \$250.

MOTION: by Jesme, seconded by Nash, to require all non-profit organizations be subjected to the same security requirements as other rentals. Motion carried by all members present voting aye.

8. DISCUSSION/CONSIDERATION, MARKETING STRATEGY FOR KEYSTONE DEVELOPMENT AND DILWORTH PROMOTION (JEREMIAH CHRISTENSON WITH KEYSTONE DEVELOPMENT AND RYAN MULLIKAN WITH BEYOND REALTY PRESENTING)

Staff met with the developer and real estate agents for the Keystone development on February 11<sup>th</sup> to discuss the marketing strategy for this development. They are requesting the City to contribute half the cost of the promotion. The City's half would pay for the promotion of the City of Dilworth only.

MOTION: by Aasness, seconded by Spaulding, to participate in the marketing promotion at a cost of \$5,400. Motion carried by all members present voting aye.

9. CONSIDERATION, AUTHORIZE PURCHASE OF 2020 DODGE RAM 2500 CREW CAB FOR THE MAINTENANCE DEPARTMENT

The 2020 Dodge Ram was the least expensive option of vehicles priced. The cost is \$31,277 and comes in under budget.

MOTION: by Aasness, seconded by Jesme, to approve the purchase of the 2020 Dodge Ram 2500 crew cab for the Maintenance Department. Motion carried by all members present voting aye.

10. RESOLUTION 20-08, AUTHORIZATION TO APPLY FOR AN OUTDOOR RECREATION GRANT FOR A NEW BASKETBALL COURT AND OTHER IMPROVEMENTS AT BIRCH TREE PARK

The Park Board is interested in replacing the basketball court in Birch Tree Park. This improvement qualifies for an Outdoor Recreation Grant which could cover up to 50% of the cost. The other 50% would be paid for by the City from expired TIF increment funds. These funds can only be used for low to moderate income projects. The total estimated project cost is \$150,000.

MOTION: by Spaulding, seconded by Nash, to approve Resolution 20-08, authorization to apply for an outdoor recreation grant for a new basketball court and other improvements at Birch Tree Park. Motion carried by all members present voting aye.

11. COUNCIL MEMBER'S CONCERNS AND COMMITTEE UPDATES

Jesme Will not be at the Council Meeting on March 23<sup>rd</sup>.

Nash Asked Berg if the City has salt to apply to streets when they become icy and he replied that the sand they use is 10% salt.

Spaulding The calls for the Fire Department have slowed down.

The recently appointed Park Board Chair is Lynn Park. She is a go-getter and really wants to drive the Park Board forward. She asked what Council's vision is for the Park Board.

Farwell Auditors will be here the week of March 9<sup>th</sup>.

Mastera Reached out to the company that created the promotional video for the Longest Table Event and set up a time to discuss possibly creating a promotional video for the City.

We had election judge training today for the presidential primary on March 3<sup>rd</sup>.

Will be attending the County Planning Commission meeting on the City's behalf. There is a potential rezoning application taking place for property west of Dilworth on the north side of Highway 10. They want to rezone that section of land to commercial. This conflicts with the Dilworth future land use map.

Olson Will be gone from March 6<sup>th</sup> to the 15<sup>th</sup> and will miss the Council Meeting on March 9<sup>th</sup>.

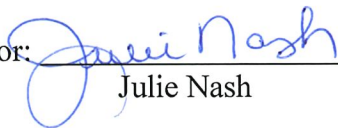
12. PAYMENT OF THE BILLS

MOTION: by Aasness, seconded by Jesme, to pay the claims and bills dated February 24, 2020. Motion carried by all members present voting aye.


13. ADJOURNMENT

The meeting was adjourned at 7:29 p.m.

Vice Mayor:

  
Julie Nash

ATTEST:

  
L. Peyton Mastera, City Administrator

Approved by the Dilworth City Council on March 9, 2020