

Minutes of the regular meeting of the City Council of Dilworth, Clay County, Minnesota, held April 26, 2021, at 6:00 o'clock p.m., at City Hall.

Pursuant to the Emergency Declaration signed by Mayor Olson on March 18, 2020 and Resolution 20-12, this meeting was closed to the public due to COVID-19. Councilmembers met at City Hall in the Council Chambers. Members of the public and attendees participated via Zoom (telephonically and/or virtually) in accordance with Minnesota Statutes 13D.021.

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

OTHERS: City Administrator Peyton Mastera, Finance Officer Sherri Farwell, Maintenance Supervisor Jeff Berg, City Engineer Dan Hanson, Police Chief Ty Sharpe, Stacy Pritchard, Jessica Malvin, David Steichen, Brad Anderson, Jason Wardein, Jared Hoover, David Stabnow, Lynn Park, 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. ROLL CALL

3. AGENDA APPROVAL

MOTION: by Nash, seconded by Jesme, to approve the April 26, 2021. Motion carried by all members present voting aye.

4. CONSENT AGENDA APPROVAL

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

CONSENT AGENDA ITEMS

MOTION: by Aasness, seconded by Nash, to approve minutes from the April 12, 2021 City Council meeting.

MOTION: by Aasness, seconded by Nash, to receive and file background report of Three Limes, LLC for an Off-Sale Liquor License (location 109 Center Avenue West, Trax Liquors).

MOTION: by Aasness, seconded by Nash, to approve Off-Sale Liquor License of Three Limes, LLC (location: 109 Center Avenue West, Trax Liquors).

- MOTION: by Aasness, seconded by Nash, to authorize hire of Mandi Sjolie as a lifeguard at \$11.00/hour (\$12.00/hour for lessons).
- MOTION: by Aasness, seconded by Nash, to authorize hire of Kaylee Thune as a lifeguard at \$11.00/hour (\$12.00/hour for lessons).
- MOTION: by Aasness, seconded by Nash, to receive and file minutes from the March 15, 2021 Fire Department Business meeting.
- MOTION: by Aasness, seconded by Nash, to receive and file minutes from the April 7, 2021 Planning Commission meeting.
- MOTION: by Aasness, seconded by Nash, to receive and file the agenda from the April 19, 2021 Fire Department Business meeting.
- MOTION: by Aasness, seconded by Nash, to receive and file minutes from the April 19, 2021 Fire Department Business meeting.
- MOTION: by Aasness, seconded by Nash, to approve Games Galore contract for Loco Daze festivities on July 23-24, 2021.
- MOTION: by Aasness, seconded by Nash, to receive and file Dilworth Lion's Club Lawful Gambling Monthly Tax Return statement for March 2021.
- MOTION: by Aasness, seconded by Nash, to receive and file minutes from the April 14, 2021 Park Board meeting.
- MOTION: by Aasness, seconded by Nash, to approve Mechanical/Heating License application of Ryan Brothers, Inc., to expire April 25, 2022.
- MOTION: by Aasness, seconded by Nash, to consideration, Ordinance 21-03 Summary for Publication amending Chapter 90 (Animals) of the Dilworth Code of Ordinances.
- MOTION: by Aasness, seconded by Nash, to approve Transient Business License application of Schroeder's (seasonal greenhouse) for a business to run from May 1, 2021 to August 1, 2021.

END OF CONSENT AGENDA

#### 5. CITIZEN'S CONCERNS

None received.

#### 6. PROCLAMATION, RECOGNIZING APRIL 18 – 24, 2021 AS VOLUNTEER WEEK

National Volunteer Week Proclamation was read by Mayor Olson.

7. RECOGNIZE, 2020 VOLUNTEERS OF THE YEAR

The City of Dilworth recognized the following citizens for their volunteer work in 2020: Lynn Park, Rosalie Neset, Kris Johnson, Jason Wardein, Jared Hoover, Jessica Malvin and Angela Miller.

Mayor Olson thanked all the citizens for their volunteer work.

8. RECOGNIZE, 2020 – 2021 SHOVEL DILWORTH WINNERS

This year is the sixth year Dilworth has done the Shovel Dilworth campaign. This campaign recognizes citizens for their help with keeping sidewalks, fire hydrants, and neighbors' driveways clear of snow. The following citizens were recognized for their efforts: Andrew Brown, Juan Catibayan, Josh Anderson, David Stabnow, and Truman Johnson.

Mayor Olson congratulated the winners and thanked all citizens that helped out this winter by shoveling.

9. RESOLUTION 21-14, AWARDING OF BID FOR NORTHSIDE SANITARY SEWER REHABILITATION PROJECT

On April 21, 2021 bids were opened for the Northside Sanitary Sewer Rehabilitation Project. The low bidder was Insituium Technologies, LLC with a bid of \$1,072,831. The following bids were received:

1. Insituium Technologies, LLC	Cumulative Bid: \$1,072,831.00
2. Sellin Brothers, Inc.	Cumulative Bid: \$1,074,843.00
3. Master Construction Company, Inc.	Cumulative Bid: \$1,217,358.00
4. Key Contracting, Inc	Cumulative Bid: \$1,299,333.00

MOTION: by Aasness, seconded by Peterson, to approve Resolution 21-14, awarding of bid for Northside Sanitary Sewer Rehabilitation Project. Motion carried by all members present voting aye.

10. DISCUSSION, RENTAL UNIT PROGRAM

The City of Dilworth established an ordinance addressing rental units in 1995. The ordinance established a rental registration and inspection program but inspections and enforcement of the ordinance has not been initiated.

The Police Department has seen an increase in calls to apartments, especially to those that don't complete background checks or maintain their properties in an acceptable manner. With new apartments coming into Dilworth, now would be the best time to implement and enforce rental registrations and inspections.

To get the rental program operational there will need to be some minor changes to the ordinance to update inspection information, set fees, and implement penalties for non-compliance. Policies and procedures relating to rentals will need to be formalized to include background checks, building inspections, and landlord training.

Initiation of the rental program will help to reduce calls the Police Department receives to rentals, improve resident safety, prevent crime, and increase property values.

11. ORDINANCE 21-05, AMENDING CHAPTER 152 (RENTAL UNITS) OF THE DILWORTH CODE OF ORDINANCES

Ordinance 21-05 updates Chapter 152 to give the City authority to assess rental fees not paid and set a penalty for non-compliance.

MOTION: by Jesme, seconded by Nash to approve Ordinance 21-05, amending Chapter 152 (Rental Units) of the Dilworth Code of Ordinances. Motion carried by all members present voting aye.

12. RESOLUTION 21-15, HEARING ON PROPOSED REASSESSMENT OF PARCEL ID 52.900.0002 FOR THE KEYSTONE 1ST ADDITION, 14TH STREET NORTHEAST, AND 4TH AVENUE NORTHEAST IMPROVEMENT PROJECT

A settlement was reached with the property owner of parcel 52.900.0002 to reassess the property for the Keystone 1<sup>st</sup>, 14<sup>th</sup> Street NE, and 4<sup>th</sup> Avenue NE project. The assessment needs to go through the 429 process and a public hearing is to be held on June 14, 2021.

MOTION: by Nash, seconded by Aasness, to approve Resolution 21-15, hearing on proposed reassessment of Parcel ID 52.900.0002 for the Keystone 1<sup>st</sup> Addition, 14<sup>th</sup> Street Northeast, and 4<sup>th</sup> Avenue Northeast Improvement Project. Motion carried by all members present voting aye.

13. RESOLUTION 21-16, ACCEPTANCE OF GRANT FUNDS FROM WEST CENTRAL MINNESOTA EMERGENCY MANAGEMENT SERVICES FOR DISPOSABLE GLOVES

West Central Minnesota Emergency Management funds a grant that will cover half the cost of disposable gloves purchased by the Police Department. This grant is for \$146.88.

MOTION: by Nash, seconded by Jesme, to approve Resolution 21-16, acceptance of grant funds from West Central Minnesota Emergency Management Services for disposable gloves for the Dilworth Police Department. Motion carried by all members present voting aye.

14. RESOLUTION 21-17, ACCEPTANCE OF GRANT FUNDS FROM GRC FOR COMMUNITY SERVICE PROGRAMS

GRC has granted the Police Department \$70.80 that will be used for community service programs.

MOTION: by Nash, seconded by Jesme, to approve Resolution 21-17, acceptance of grant funds from GRC for the Police Department to use for community service programs. Motion carried by all members present voting aye.

#### 15. UPDATE, COVID-19

The vaccine clinic at the Hjemkomst Center is available now for walk-ins.

The Community Center and Depot are opening for rental starting May 1<sup>st</sup> at 50% capacity.

Loco Daze is continuing to plan for this year's event with state guidelines in mind.

#### 16. COUNCIL MEMBER'S CONCERNS AND COMMITTEE UPDATES

Peterson There will be three parks either getting new equipment or renovations in May. The Park Board is planning grand opening events for these parks.

Josh Magelky from MBN Engineering met with the Park Board to help with planning of a regional park.

The Farmers' Market will have three events this summer on June 24<sup>th</sup>, July 22<sup>nd</sup>, and August 26<sup>th</sup>.

Mastera Spoke to Lori Van Beek from MATBUS and Steve Russell from Walmart. They are putting together the RFQ for a new bus station at Walmart. An easement from Walmart is still needed.

Metro COG has set up multiple traffic counters around town.

The Fire Department will be doing a controlled burn at 215 Adams Avenue on Wednesday, weather permitting.

Olson Loves being able to recognize Dilworth Volunteers of the Year at this meeting.

Thank you to staff for working quickly to post our message about being united with our metro neighbors in regards to the hate speech and vandalism at the Moorhead Islamic Center. We stand united with all our metro neighbors and Moorhead Mayor Shelly Carlson. I encourage everyone to do all you can to create a more inclusive, diverse, and accepting community.

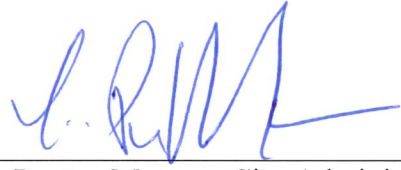
#### 14. PAYMENT OF THE BILLS

MOTION: by Aasness, seconded by Nash, to pay the claims and bills dated April 26, 2021. Motion carried by all members present voting aye.

15. ADJOURNMENT

The meeting was adjourned at 7:22 p.m.

Mayor:   
Chad Olson

ATTEST:   
L. Peyton Mastera, City Administrator

Approved by the Dilworth City Council on May 10, 2021