
Minutes of the regular meeting of the City Council of Dilworth, Clay County, Minnesota, held June 14, 2021, at 6:00 o'clock p.m., at City Hall.

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

OTHERS: City Administrator Peyton Mastera, Finance Officer Jerry Griggs, Maintenance Supervisor Jeff Berg, City Engineer Dan Hanson, Police Chief Ty Sharpe, Fire Chief Mark Empting, Shannon Full, Katie Mastel, and Administrative Assistant Jessica Malvin.

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 June 14, 2021. Motion carried by all members present voting aye.

4. CONSENT AGENDA APPROVAL

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

CONSENT AGENDA ITEMS

MOTION: by Nash, seconded by Aasness, to approve minutes from the May 24, 2021 City Council meeting.

MOTION: by Nash, seconded by Aasness, to receive and file minutes from the May 12, 2021 Park Board meeting.

MOTION: by Nash, seconded by Aasness, to approve Community Center custodial contract with Kevin Skalsky, to expire December 31, 2022.

MOTION: by Nash, seconded by Aasness, to approve Depot, City Hall, and Police Department custodial contract with Doug Malzahn, to expire December 31, 2022.

MOTION: by Nash, seconded by Aasness, to approve the temporary liquor license application of the Dilworth Lions Club for an event at the Community Center on July 24-25, 2021.

- MOTION: by Nash, seconded by Aasness, to authorize the hire of Sierra Jensen as the Assistant Pool Director at the rate of \$12.50/hour (\$13.50/hour for lessons).
- MOTION: by Nash, seconded by Aasness, to approve Lawful Gambling application of Dilworth Lutheran Church for an event on October 3, 2021.
- MOTION: by Nash, seconded by Aasness, to approve Mechanical/Heating License application of Home Heating, Plumbing, & AC, Inc., to expire June 13, 2022.
- MOTION: by Nash, seconded by Aasness, to approve Mechanical/Heating License application of Laney's, Inc., to expire June 13, 2022.
- MOTION: by Nash, seconded by Aasness, to receive and file April Lawful Gambling report for the Lion's Club.
- MOTION: by Nash, seconded by Aasness, to receive and file May Incident Analysis Report.
- MOTION: by Nash, seconded by Aasness, to approve Mechanical/Heating License application of Moorhead Heating, to expire June 13, 2022.
- MOTION: by Nash, seconded by Aasness, to approve Transient Business License application of TNT Fireworks, to expire July 13, 2021.
- MOTION: by Nash, seconded by Aasness, to receive and file May utility report.
- MOTION: by Nash, seconded by Aasness, to authorize hire of Sherri Farwell as a part-time Finance Officer at the Step 7 rate.
- MOTION: by Nash, seconded by Aasness, to approve employment agreement with Sherri Farwell as a part-time Finance Officer, to expire September 30, 2021.

END OF CONSENT AGENDA

5. CITIZEN'S CONCERNS

None received.

6. PRESENTATION, SHANNON FULL, PRESIDENT/CEO OF THE FARGO MOORHEAD WEST FARGO CHAMBER OF COMMERCE

Shannon Full presented on current and upcoming projects that the Fargo, Moorhead, West Fargo Chamber of Commerce are working on. Some of the projects include; workforce development, policy updates, and working with Amazon and the FM Diversion on employment.

7. PUBLIC HEARING, MS4 ANNUAL REPORT

Hearing opened at 6:19 p.m.

City Engineer Dan Hanson presented the annual MS4 report. Dilworth is a mandatory MS4 city due to the proximity of Moorhead. An annual MS4 permit report is required to be submitted on an annual basis, due June 30th each year.

The permit requires that the City address six Minimum Control Measures (MCMs). They are as follows: MCM 1 Public Education and Outreach, MCM 2 Public Involvement and Participation, MCM 3 Illicit Discharge Detection and Elimination, MCM 4 Construction Site Stormwater Runoff Control, MCM 5 Post-construction Stormwater Management in New Development and Redevelopment, and MCM 6 Pollution Prevention/Good Housekeeping for Municipal Operations.

New requirements include, mapping of how and where the water flows in the pipes, mandatory training for staff, and ordinance about disposal of pet waste and storage of salt.

Hearing closed at 6:35 p.m.

8. CONSIDERATION, AUTHORIZE HIRE OF DANIAL MOONEN FOR THE COMMUNITY SERVICES OFFICER POSITION

Staff interviewed four finalists for the newly created part-time CSO position. With his experience at the PD (former PT officer), staff is recommending Daniel Moonen be hired to this post at the rate of \$16.50/hour.

MOTION: by Nash, seconded by Jesme, to approve the hire Daniel Moonen as a Community Services Officer at the rate of \$16.50/hour. Motion carried by Nash, Jesme, Olson, and Aasness voting aye, Peterson voting nay.

9. RESOLUTION 21-27, ACCEPTING A DONATION FROM UNITED COMMUNITIES HOPE FOR LUNCH WITH A COP

UC Hope has made a donation of \$500 for the Police Department to use for Lunch with a Cop.

MOTION: by Aasness, seconded by Nash, to approve Resolution 21-27, Accepting a Donation from UC Hope for Lunch with a Cop. Motion carried by all members present voting aye.

10. PUBLIC HEARING, REASSESSMENT HEARING OF PARCEL ID 52.900.0002 FOR THE KEYSTONE 1ST ADDITION, 14TH STREET NORTHEAST, AND 4TH AVENUE NORTHEAST IMPROVEMENT PROJECT

Hearing opened at 6:44 p.m.

On April 26, 2021, Resolution 21-15 was passed calling for a public hearing on the proposed reassessment of parcel ID 52.900.0002 for the Keystone 1st Addition, 14th Street Northeast, and 4th Avenue Northeast Improvement project. The reassessment amount is \$70,000 as negotiated through a settlement agreement with the property owner.

Hearing closed at 6:49 p.m.

11. RESOLUTION 21-23, ADOPTING THE REASSESSMENT OF PARCEL ID 52.900.0002 FOR THE KEYSTONE 1ST ADDITION, 14TH STREET NORTHEAST, AND 4TH AVENUE NORTHEAST IMPROVEMENT PROJECT

MOTION: by Nash, seconded by Peterson, to approve Resolution 21-23, Adopting the Reassessment of Parcel ID 52.900.0002 for the Keystone 1st Addition, 14th Street Northeast, and 4th Avenue Northeast Improvement Project. Motion carried by all members present voting aye.

12. RESOLUTION 21-24, ACCEPTING THE RECOMMENDATION OF THE DILWORTH PLANNING COMMISSION FOR THE ACQUISITION OF REAL PROPERTY IN THE CITY OF DILWORTH (PARCEL ID 52.900.0550) – 22 4TH STREET SOUTHWEST

On June 2, 2021, the Planning Commission reviewed this potential acquisition and determined it to be in conformance with the comp plan. This block is reflected, in the future land use map, as public/institutional.

MOTION: by Aasness, seconded by Nash, to approve Resolution 21-24, Accepting the Recommendation of the Dilworth Planning Commission for the Acquisition of Real Property in the City of Dilworth (Parcel ID 52.900.0550) – 22 4th Street Southwest. Motion carried by all members present voting aye.

13. RESOLUTION 21-25, AUTHORIZING THE PURCHASE OF REAL PROPERTY IN THE CITY OF DILWORTH (PARCEL ID 52.900-0550) – 22 4TH STREET SOUTHWEST

MOTION: by Nash, seconded by Aasness, to approve the purchase of real property in the City of Dilworth (Parcel ID 52.900.0550) – 22 4th Street Southwest. Motion carried by all members present voting aye.

14. RESOLUTION 21-26, ACCEPTING THE RECOMMENDATION OF THE DILWORTH PLANNING COMMISSION FOR THE DISPOSITION OF REAL PROPERTY IN THE CITY OF DILWORTH (PARCEL ID 52.025.0260) – 215 ADAMS AVENUE

On June 2, 2021, the Planning Commission reviewed this potential disposition and determined it to be in conformance with the comp plan. This block is reflected, in the future land use map, as low density residential.

MOTION: by Jesme, seconded by Aasness, to approve Resolution 21-26, Accepting the Recommendation of the Dilworth Planning Commission for the Disposition of Real

Property in the City of Dilworth (Parcel ID 52.025.0260) – 215 Adams Avenue.
Motion carried by all members present voting aye.

15. CONSIDERATION, PURCHASE AGREEMENT WITH HABITAT FOR HUMANITY FOR 215 ADAMS AVENUE

Pursuant to Minn. Stat. § 469.185, the City is authorized to convey real property for a nominal consideration to encourage and promote economic development.

Habitat intends to begin work in late July/early August, with a residential build soon thereafter. New address will be 11 Prior Street once built.

MOTION: by Nash, seconded by Peterson, to execute the purchase agreement with Habitat for Humanity for 215 Adams Avenue. Motion carried by all members present voting aye.

16. RESOLUTION 21-28, ACCEPTING THE CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS ESTABLISHED UNDER THE AMERICA RESCUE PLAN ACT

The final allocation amount is set to be determined in the coming days.

MOTION: by Peterson, seconded by Jesme, to approve Resolution 21-28, Accepting the Coronavirus Local Fiscal Recovery Funds Established Under the America Rescue Plan Act. Motion carried by all members present voting aye.

17. RESOLUTION 21-29, RESOLUTION OF SUPPORT TO THE STATE OF MINNESOTA FOR A NEW FIRE STATION IN THE CITY OF DILWORTH

MOTION: by Peterson, seconded by Aasness, to approve Resolution 21-29, Resolution of Support to The State of Minnesota for a New Fire Station in The City of Dilworth. Motion carried by all members present voting aye.

18. UPDATE, COVID-19

State revenue projects are higher than expected.

19. COUNCIL MEMBER'S CONCERNS AND COMMITTEE UPDATES

Peterson Loco Daze is going on as planned.

Park Board – Woodbridge grand opening is Thursday, June 17, 2021 and Pine Tree Park grand opening will be July 8, 2021.

Olson Participated in a meeting with other Mayors, County Commissioners, and Sheriff Empting about a new dispatch center and other concerns.

Would like to see our property tax numbers and how we can bring in more amenities to bring people to Dilworth.

Mastera LRIP: The City was awarded a \$1.25MM grant for the reconstruction of 7th Street NE. Moore Engineering will begin doing some preliminary topo work. An ad hoc committee should be formed to discuss the special assessment distribution. Jesme and Peterson agreed to be on the committee. A more firm timeline will be developed in the coming weeks, but this will be a Summer 2022 project.

HWY 10 project – The City will be going to the State for funding assistance. Develop Dilworth’s downtown area.

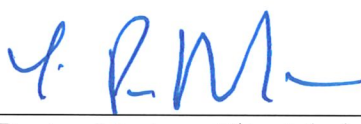
20. PAYMENT OF THE BILLS

MOTION: by Aasness, seconded by Jesme, to pay the claims and bills dated June 14, 2021. Motion carried by all members present voting aye.

21. ADJOURNMENT

The meeting was adjourned at 7:32 p.m.

Mayor: 
Chad Olson

ATTEST: 
L. Peyton Mastera, City Administrator

Approved by the Dilworth City Council on June 28, 2021