

Minutes of the regular meeting of the City Council of Dilworth, Clay County, Minnesota, held June 28, 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, Nick Anhut, Craig Carter, Matt Bauer, David Steichen, 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 Jesme, seconded by Nash, to approve the June 28, 2021 agenda. Motion carried by all members present voting aye.

4. CONSENT AGENDA APPROVAL

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

CONSENT AGENDA ITEMS

MOTION: by Aasness, seconded by Peterson, to approve minutes from the June 14, 2021 City Council meeting.

MOTION: by Aasness, seconded by Peterson, to authorize road closure on 1st Avenue Southeast between 2nd Street Southeast and 4th Street Southeast for Pine Tree Park grand opening event on July 8, 2021, from 5:00 – 7:30 p.m. .

MOTION: by Aasness, seconded by Peterson, to receive and file minutes of the June 2, 2021 Planning Commission meeting.

MOTION: by Aasness, seconded by Peterson, to receive and file minutes of the June 9, 2021 Park Board meeting

MOTION: by Aasness, seconded by Peterson, to receive and file the agenda of the June 21, 2021 Fire Department Business meeting.

- MOTION: by Aasness, seconded by Peterson, to receive and file minutes of the June 21, 2021 Fire Department Business meeting.
- MOTION: by Aasness, seconded by Peterson, to approve contract with Kracker Jacks Drumline for Dilworth Loco Daze on July 24, 2021.
- MOTION: by Aasness, seconded by Peterson, to approve 2021 – 2022 agreement with Lakes County Services Cooperative for IT services.
- MOTION: by Aasness, seconded by Peterson, to receive and file May’s Lawful Gambling Monthly Tax Return statement of the Dilworth Lion’s Club.
- MOTION: by Aasness, seconded by Peterson, to approve Navy Week proclamation, set for July 19-25, 2021.
- MOTION: by Aasness, seconded by Peterson, to approve contractor agreement with PartnerShip 4 Health for the reimbursement of printing/signage for tobacco license holders in Dilworth.
- MOTION: by Aasness, seconded by Peterson, to approve funding agreement with PartnerShip 4 Health for the reimbursement of printing/signage for tobacco license holders in Dilworth.
- MOTION: by Aasness, seconded by Peterson, to approve training request for Investigator Hunter Rawson to attend Mid-States Organized Crime Information Center training in Deadwood, South Dakota from August 31, 2021 – September 2, 2021.
- MOTION: by Aasness, seconded by Peterson, to authorize hire of Annika Hanson as a pool house attendant at the rate of \$10.10/hour.
- MOTION: by Aasness, seconded by Peterson, to authorize hire of Annika Hanson as a lifeguard at the rate of \$11.00/hour (\$12.00/hour for lessons).
- MOTION: by Aasness, seconded by Peterson, to approve the appointment of Tammy Stebleton to the Dilworth Planning Commission. Term to expire December 31, 2024.
- MOTION: by Aasness, seconded by Peterson, to approve the contract with Braun Intertect for materials testing for the 7th Street Northeast Reconstruction Project.

END OF CONSENT AGENDA

5. CITIZEN’S CONCERNS

None received.

6. PRESENTATION, CITY FINANCING OPTIONS OF FUTURE CITY FACILITIES (NICK ANHUT WITH EHLER'S PRESENTING)

Anhut reviewed financing options the City can use to pay for the new facilities highlighted in the BKV Study. The new and renovated facilities includes the Fire Hall, Police Department, City Hall, Community Center, and Maintenance storage and service buildings. The total project cost would be \$30,300,868 and with a 4% inflation figured in the suggested bonded amount is \$31,110,868.

The City has the authority to issue debt upon the approval of a majority vote on a referendum to finance the facilities projects. The City can also issue debt in form of Capital Improvement Plan Bonds, Public Improvement Bonds, Tax Abatement Bonds, and other revenue secured bonds.

There is a statutory debt limit for municipalities based on population size. The total debt cannot exceed 3% of the market value. Taking into consideration the current estimated market value, existing debt, and overall project cost, Dilworth would be over the debt limit by \$15,051,334 if all the facilities projects were initiated, per the schedule presented.

Options the City can consider to limit debt are state bonding, grants, local contributions, taxing the fire service area, sales tax, and staggering projects.

7. DISCUSSION, REPORT FROM AD HOC COMMITTEE ON POTENTIAL SPECIAL ASSESSMENTS FOR THE 7TH STREET NORTHEAST RECONSTRUCTION PROJECT

The Ad Hoc Committee met on June 18th to discuss how special assessments for the 7th Street NE reconstruction project will be distributed. The committee recommends the specials be equally distributed to all properties with larger lots being charged three equivalent lots per acre. Preliminary engineering report estimates the cost per equivalent lot would be \$2,740. Lots abutting 7th Street NE would also be charged at the rate of a traditional residential roadway which is estimated to be about \$68.25 per linear foot.

8. RESOLUTION 21-29, RECEIVING THE PRELIMINARY ENGINEERING REPORT AND CALLING FOR AN IMPROVEMENT HEARING FOR THE 7TH STREET NORTHEAST RECONSTRUCTION PROJECT

The improvement hearing will be held during the City Council meeting on July 26th and will be located at the Community Center.

MOTION: by Jesme, seconded by Peterson, to approve Resolution 21-29, receiving the preliminary engineering report and calling for an Improvement Hearing for the 7th Street Northeast Reconstruction Project. Motion carried by all members present voting aye.

9. ORDINANCE 21-07, AMENDMENTS TO CHAPTER 27 (FENCES AND SCREENING) OF THE DILWORTH ZONING ORDINANCE, SPECIFICALLY AS IT PERTAINS TO RESIDENTIAL FENCE HEIGHTS IN SIDE YARDS ON SECONDARY STREETS OF CORNER

The Planning Commission has forwarded a recommendation of the proposed text amendments allowing residential fences on corner lots to be six feet tall with no opacity from the rear property line along the secondary street up to the front building line. Currently the maximum height of a fence on a corner lot is four feet with 75% opacity along the secondary street. This change would not apply to corner lots abutting an alley.

MOTION: by Aasness, seconded by Jesme, to approve Ordinance 21-07, amendments to Chapter 27 (Fences and Screening) of the Dilworth Zoning Ordinance, specifically as it pertains to residential fence heights in side yards on secondary streets of corner lots. Motion carried by all members present voting aye.

10. RESOLUTION 21-30, ACCEPTING A DONATION FROM SCOTT AND NICOLE KITTLESON FOR LUNCH WITH A COP

Scott and Nicole Kittleson have made a donation of \$200 for the Police Department to use for Lunch with a Cop.

MOTION: by Jesme, seconded by Peterson, to approve Resolution 21-30, accepting a donation from Scott and Nicole Kittleson for Lunch with a Cop. Motion carried by all members present voting aye.

11. RESOLUTION 21-33, ACCEPTING A DONATION FROM KAREN WINTER FOR LUNCH WITH A COP

Karen Winter has made a donation of \$200 for the Police Department to use for Lunch with a Cop.

MOTION: by Nash, seconded by Peterson, to approve Resolution 21-33, accepting a donation from Karen Winter for Lunch with a Cop. Motion carried by all members present voting aye.

12. RESOLUTION 21-31, SUPPORTING COMMONWEALTH DEVELOPMENT'S APPLICATION TO MINNESOTA HOUSING FINANCE AGENCY FOR THE 3RD AVENUE FLATS PROJECT

Commonwealth Development has requested a resolution of support to submit with their application to the Minnesota Housing Finance Agency for the 3rd Avenue Flats project.

MOTION: by Nash, seconded by Peterson, to approve Resolution 21-31, supporting Commonwealth Development's application to Minnesota Housing Finance Agency for the 3rd Avenue Flats Project. Motion carried by all members present voting aye.

13. RESOLUTION 21-32, APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT FOR BORDER CITY ENTERPRISE ZONE PROGRAM

The Department of Employment and Economic Development requires a resolution for approval of the MOU and acceptance of this year's Border City funds. This year's funds of \$54,184.15 will bring Dilworth's current balance to \$255,571.97.

MOTION: by Jesme, seconded by Nash, to approve the Memorandum of Understanding with Minnesota Department of Employment and Economic Development for Border City Enterprise Zone Program. Motion carried by all members present voting aye.

14. UPDATE, COVID-19

No update.

15. COUNCIL MEMBER'S CONCERNS AND COMMITTEE UPDATES

Jesme Ten members of the Dilworth Fire Department recently completed the Fire Officer Certification Course.

Would like to see volunteer committee members receive a city shirt they can wear to Dilworth events.

Peterson The Pine Tree Park grand opening event is on Thursday, July 8th. Floor to Ceiling will be supplying food and prizes.

Nash Attended the League of MN Cities virtual conference last week and felt it was informative.

Mastera The Dilworth business tax abatement application is almost ready to go.

Olson Attended Soul Solutions event and learned that addiction recovery is an important resource still needed in our community.

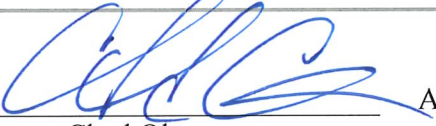
Attended the Fueling our Future event at The Chamber and there is a future Eggs & Issues event on July 13th to discuss housing needs in the community.

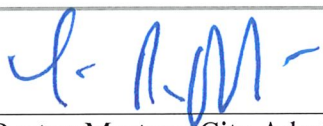
20. PAYMENT OF THE BILLS

MOTION: by Aasness, seconded by Jesme, to pay the claims and bills dated June 28, 2021 including four additional items. Motion carried by all members present voting aye.

21. ADJOURNMENT

The meeting was adjourned at 7:23 p.m.

Mayor: 
Chad Olson

ATTEST: 
L. Peyton Mastera, City Administrator

Approved by the Dilworth City Council on July 12, 2021