

Minutes of the regular meeting of the City Council of Dilworth, Clay County, Minnesota, held July 23, 2018, at 6:00 o'clock p.m., at City Hall Council Chambers.

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

OTHERS: City Administrator Peyton Mastera, Police Chief Ty Sharpe, Don Vogel and Administrative Assistant Angela Miller.

1. CALL TO ORDER

Mayor Olson called the meeting to order at 6:02 p.m. and everyone took part in the Pledge of Allegiance.

2. AGENDA APPROVAL

MOTION: by Nash, seconded by Spaulding, to approve the July 23, 2018 meeting agenda. Motion carried by all members present voting aye.

3. CONSENT AGENDA APPROVAL

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

CONSENT AGENDA ITEMS

MOTION: by Aasness, seconded by Jesme, to approve minutes from July 9, 2018 City Council meeting.

MOTION: by Aasness, seconded by Jesme, to receive and file January – June 2018 Budget-to-Actual Comparison

MOTION: by Aasness, seconded by Jesme, to approve training request for Elias Hoversten to attend Criminal Interdiction Training at Clay County.

MOTION: by Aasness, seconded by Jesme, to approve Navy Week Proclamation, set for the week of July 23, 2018.

MOTION: by Aasness, seconded by Jesme, to approve KFGO-AM contract for Loco Daze advertising.

MOTION: by Aasness, seconded by Jesme, to approve KRWK-FM contract for Loco Daze advertising

MOTION: by Aasness, seconded by Jesme, to approve KVOX-FM contract for Loco Daze advertising.

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- MOTION: by Aasness, seconded by Jesme, to approve KNFL-AM contract for Loco Daze advertising..
- MOTION: by Aasness, seconded by Jesme, to approve Mill's Lounge for a temporary liquor license at the Community Center on March 22, 2019.
- MOTION: by Aasness, seconded by Jesme, to approve Terracon contract to provide material testing services for the 12th Street and HWY 10 project.
- MOTION: by Aasness, seconded by Jesme, to receive and file LELS's "Desire to Negotiate" email.
- MOTION: by Aasness, seconded by Jesme, to receive and file MEMO from the Dilworth City Council (submitted by City Administrator) to the LELS (i.e. 49ers) "Desire to Negotiate" email.
- MOTION: by Aasness, seconded by Jesme, to receive and file Dilworth Fire Department Business Meeting agenda for July 16, 2018.
- MOTION: by Aasness, seconded by Jesme, to receive and file Dilworth Fire Department Business Meeting minutes for July 16, 2018.
- MOTION: by Aasness, seconded by Jesme, to receive and file Dilworth Loco Daze Meeting agenda for July 10, 2018.
- MOTION: by Aasness, seconded by Jesme, to receive and file Dilworth Loco Daze Meeting minutes for June 26, 2018.
- MOTION: by Aasness, seconded by Jesme, to receive and file mid-year Vacation and Sick Leave Report.

END OF CONSENT AGENDA

#### 4. CITIZEN'S CONCERNS

None received.

#### 5. REPORT, MAYOR OLSON REGARDING ANNUAL CITY ADMINISTRATOR PERFORMANCE

City Administrator evaluation forms were submitted by city employees and reviewed by City Council. City Administrator Peyton Mastera's evaluation results showed that he meets or exceeds expectations in all areas.

#### 6. CONSIDERATION, BASIC HUMAN NEEDS AGREEMENT WITH THE FARGO-MOORHEAD AREA FOUNDATION FOR ASBESTOS REMOVAL AT 3 ADAMS AVENUE

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The City has been approved to receive a grant in the amount of \$3,500 from the FM Area Foundation to assist in the removal of asbestos at 3 Adams Avenue. The total cost of the project is \$13,500. This property is the site for a Habitat for Humanity home.

MOTION: by Nash, seconded by Aasness, to approve Basic Human Needs agreement with the Fargo-Moorhead Area Foundation for asbestos removal at 3 Adams Avenue. Motion carried by all members present voting aye.

7. ORDINANCE 18-08, ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF DILWORTH: SETTING THE ZONING OF AN APPROXIMATE 19.05 ACRE TRACT OF LAND FROM TZ TRANSITIONAL TO C3 COMMERCIAL (GENERAL BUSINESS DISTRICT) – TRACT OF LAND IS LOCATED SOUTH OF SOUTHWOOD DRIVE, EAST OF 14TH STREET NE, AND NORTH OF MINNESOTA TRUNK HIGHWAY 10 (PARCEL ID 52.900.0001) – EAST VIEW LAND DEVELOPMENT

The Dilworth Planning Commission held a public hearing on June 6, 2018 to review the final plat of the East View 4<sup>th</sup> Addition and forwarded a recommendation to rezone this tract of land to C3 Commercial.

MOTION: by Spaulding, seconded by Jesme, to approve Ordinance 18-08, re-zoning an approximate 19.05 acre tract of land from TZ Transitional to C3 Commercial (General Business District) – Tract of land is located south of 4<sup>th</sup> Avenue NE, east of 14<sup>th</sup> Street NE and north of Minnesota trunk highway 10 (Parcel ID 52.900.0001) – East View Land Development. Motion carried by all members present voting aye.

8. RESOLUTION 18-43, ORDERING OF SECURING VACANT BUILDING (14 DALE STREET) PURSUANT TO CHAPTER 50 OF THE CITY OF DILWORTH CODE OF ORDINANCES

By order of resolution the council can claim the property at 14 Dale Street as uninhabitable and the vacant building can be secured. There have been no utilities to this property since December of 2017 and the taxes have not been paid for 2 years.

MOTION: by Aasness, seconded by Nash, to approve Resolution 18-43, ordering of securing vacant building (14 Dale Street) pursuant to chapter 50 of the City of Dilworth Code of Ordinances. Motion carried by all members present voting aye.

9. PUBLIC HEARING: RESOLUTION 18-48, ADOPTING FOR AN UNPAID YARD MOWING INVOICE AT 14 DALE STREET – DUSTIN WROLSTAD

Public hearing opened at 6:21 P.M.

There was nobody to speak for or against Resolution 18-48.

Public hearing closed at 6:22

MOTION: by Nash, seconded by Spaulding, to approve Resolution 18-48, adopting for an unpaid yard mowing invoice at 14 Dale Street – Dustin Wrolstad. Motion carried by all members present voting aye.

10. CONSIDERATION, AUTHORIZE CONTRACT WITH NORTH STAR SAFETY, INC. FOR THE INSTALLATION OF CROSSWALK SIGNAGE ON 14TH STREET NORTHEAST

The contract with North Star Safety is for the installation of flashing crosswalk signs on 14<sup>th</sup> Street NE and 4<sup>th</sup> Avenue NE. The cost has gone up since the installation of the last crosswalk signs put up on 7<sup>th</sup> Street NE and 4<sup>th</sup> Avenue NE. The quoted price has been compared to other recent crosswalk sign purchases in neighboring areas and is comparable.

MOTION: by Jesme, seconded by Nash, to authorize the contract with North Star Safety, Inc. for the installation of crosswalk signage on 14<sup>th</sup> Street NE. Motion carried by all members present voting aye.

11. RESOLUTION 18-44, ACCEPTING A DONATION FROM UNITED SAVINGS CREDIT UNION FOR NIGHT TO UNITE

Police Chief Sharpe explained that the Night to Unite is an annual community event. The police department works with area businesses that help sponsor the event. They will be having many games and events at Night to Unite and will be giving out helmets and backpacks to kids.

MOTION: by Spaulding, seconded by Jesme, to approve Resolution 18-44, resolution accepting a donation from United Savings Credit Union for Night to Unite. Motion carried by all members present voting aye.

12. RESOLUTION 18-45, ACCEPTING A DONATION FROM EDEEN FAMILY DENTISTRY FOR NIGHT TO UNITE

MOTION: by Aasness, seconded by Nash, to approve Resolution 18-45, resolution accepting a donation from Edeen Family Dentistry for Night to Unite. Motion carried by all members present voting aye.

13. RESOLUTION 18-46, ACCEPTING A DONATION FROM BELL BANK FOR NIGHT TO UNITE

MOTION: by Spaulding, seconded by Jesme, to approve Resolution 18-46, resolution accepting da donation from Bell Bank for Night to Unite. Motion carried by all members present voting aye.

14. RESOLUTION 18-47, ACCEPTING A DONATION FROM NORTHWESTERN BANK FOR NIGHT TO UNITE

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MOTION: by Nash, seconded by Mayor Olson, to approve Resolution 18-47, resolution accepting a donation from Northwestern Bank for Night to Unite. Motion carried by all members present voting aye.

15. RESOLUTION 18-49, ACCEPTING A DONATION FROM THUNDER SEED, INC. FOR NIGHT TO UNITE

MOTION: by Nash, seconded by Aasness, to approve Resolution 18-49, resolution accepting a donation from Thunder Seed, Inc. for Night to Unite. Motion carried by all members present voting aye.

16. CONSIDERATION, CHANGE DATE OF SECOND MEETING IN DECEMBER TO DECEMBER 27, 2018

MOTION: by Jesme, seconded by Nash, to move the second meeting in December to December 27, 2018. Motion carried by all members present voting aye.

17. COUNCIL MEMBER'S CONCERNS AND COMMITTEE UPDATES

Jesme Asked if the checks for Loco Daze are ready to go. There will be follow up with Finance Officer Sherri Farwell.

Spaulding Knows budgets are due and has submitted the Metro COG dues. He asked if the Park Board needed to submit their budget even though nothing has changed. Casey's is interested in the city hall property and asked what the status of this potential interest is? Mastera replied that there would be a Building and Grounds meeting in the coming week and this would be a topic of discussion.

Sharpe The police department received two new cars.

Mastera Met with Stan Thurlow, Dan Hanson and a state representative to discuss the intersection improvements on 12<sup>th</sup> Street and Highway 10. The state would like to know what the City will be contributing to the cost of the project.

The 30 day window to serve notice to the City to file in district court to contest special assessments has passed. One out of the four residents that submitted written contestation served notice to the City.

Night to Unite will be on August 7<sup>th</sup>, before the next council meeting.

Will be on vacation next week.

Olson Encouraged everyone to promote Habitat for Humanity program in Dilworth.

Visited with a Naval Admiral about Navy week and what their mission is. It was surprising how the Navy has influence in Dilworth through the railroad.

Asked for input on the difficulty finding summer help on the maintenance team. Don Vogel replied that most have quit early in their employment and usually for another job. He suggested that we may need to look into increasing wages.

Night to Unite is a great community event and encouraged everyone to participate.

Why do people come to Dilworth? What is their impression of Dilworth as they are driving through on Highway 10? We need to offer amenities that compare to neighboring cities so people want to visit Dilworth and live here.

18. PAYMENT OF THE BILLS

MOTION: by Aasness, seconded by Jesme, to pay the claims and bills including the addendum dated July 23, 2018. Motion carried by all members present voting aye.

19. ADJOURNMENT

The meeting was adjourned at 6:59 P.M.

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

Approved by the Dilworth City Council on August 13, 2018