

Minutes of the regular meeting of the City Council of Dilworth, Clay County, Minnesota, held November 26, 2018, 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 Mاستera, Finance Officer Sherri Farwell, Maintenance Supervisor Don Vogel, City Planner Stan Thurlow, Police Chief Ty Sharpe, City Engineer Dan Hanson, Kent Fuchs, Dave Olek, Cindy Gray, 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 Nash, seconded by Jesme, to approve the November 26, 2018 meeting agenda. Motion carried by all members present voting aye.

3. CONSENT AGENDA APPROVAL

Mayor Olson requested item #3 on the consent agenda be moved to the regular agenda.

MOTION: by Spaulding, seconded by Aasness, to approve all items on the consent agenda, with the exception of item #3. Motion carried by all members present voting aye.

CONSENT AGENDA ITEMS

MOTION: by Spaulding, seconded by Aasness, to approve minutes from November 13, 2018 City Council meeting.

MOTION: by Spaulding, seconded by Aasness, to receive and file Dilworth Fire Department Business Meeting agenda from November 19, 2018.

END OF CONSENT AGENDA

4. CITIZEN'S CONCERNS

None received.

5. RECOGNIZE, CINDY GRAY, METROPOLITAN COUNCIL OF GOVERNMENTS EXECUTIVE DIRECTOR

Cindy Gray, as the newly appointed Executive Director of Metro COG, introduced herself to the City Council. Gray briefly reviewed some of the projects they have been working on in the metro area such as corridor studies, transportation plans, transit facilities, safe routes to school, bikeways, comprehensive plans, and the Heartland Trail.

6. CONSIDERATION, CHANGE ORDER #3 FOR THE KEYSTONE AND ORCHARD LIFT STATIONS AND FORCEMAIN TO MOORHEAD PROJECT

Hanson explained this change order is to pay for a watermain break on 7th Street NE that was due to the watermain not being located during the design and engineering of the project. The large amount of water lost, additional hours of labor, and installing a new valve contributed to the additional cost.

MOTION: by Aasness, seconded by Nash, approve Change Order #3 for the Keystone and Orchard Lift Stations and Forcemain to Moorhead Project. Motion carried by all members present voting aye.

7. CONSIDERATION, CHANGE ORDER #3 FOR THE KEYSTONE 1ST ADDITION, 14TH STREET NORTHEAST, AND 4TH AVENUE NORTHEAST PROJECT

Hanson explained this change order is for catch basin and fire hydrant modifications as a result of the commercial addition. It also includes the addition of a stockpile entrance off 60th Street.

MOTION: by Jesme, seconded by Spaulding, to approve Change Order #3 for the Keystone 1st Addition, 14th Street NE and 4th Avenue NE Project. Motion carried by all members present voting aye.

8. DISCUSSION, SNOWPLOWING POLICY

Vogel said they have procedures they have been following for snow removal but have never had a formal policy. The Snow Plowing Policy will be a useful reference for current and future city employees and can be updated as the needs of the city change.

Sections of the policy reviewed were traffic regulations exemptions, priority and schedule of streets, how much snow fall merits snow removal, and replacement of damaged mailboxes. In the future an ordinance may be needed to indicate times there would be no parking on streets so they can be completely cleared of snow.

9. DISCUSSION, TRANSITION OF MUNICIPAL ELECTIONS FROM ODD YEARS TO EVEN YEARS

Minnesota Statutes require that an ordinance changing the year of municipal elections be passed at a regular council meeting at least 180 days before the first day to file for candidacy. The ordinance would be effective 240 days after passage. To align council member terms with even year elections, council members terms would be extended a year.

The benefits of having municipal elections at the same time as state and federal elections would be better voter participation in municipal elections and reduced cost.

Council has requested an ordinance for consideration at an upcoming meeting.

10. DISCUSSION OF CONSENT AGENDA ITEM - FIRE DEPARTMENT MINUTES

Mayor Olson asked for staff to confer with Fire Chief Empting in ensuring all legalities are met with his recent election as Clay County Sheriff.

MOTION: by Olson, seconded by Spaulding, to receive and file Dilworth Fire Department Business Meeting minutes from November 19, 2018.

11. COUNCIL MEMBER’S CONCERNS AND COMMITTEE UPDATES

Spaulding Thank you to Don Vogel and team for putting up the holiday lights.

The Park Board is set to replace equipment at Oak Tree Park next summer.

The Fire Department will have Santa Cause at the fire hall on Saturday December 15th from 11:00am to 1:00pm.

Thank you to Metro COG Executive Director, Cindy Gray, for reaching out to the Dilworth Community.

Vogel Maintenance is preparing the skating rinks for this winter season.

Sherri The preliminary tax statements for 2019 are out. The preliminary tax levy was set at 6.94%. Proposed tax statements are reflective of an approximate 3.26% increase, meaning about 4% is captured with growth.

12. PAYMENT OF THE BILLS

MOTION: by Aasness, seconded by Jesme, to pay the claims and bills dated November 26, 2018. Motion carried by all members present voting aye.

13. ADJOURNMENT

The meeting was adjourned at 7:10 p.m.

Mayor: 
Chad Olson

ATTEST: 
L. Peyton Mastera, City Administrator

Approved by the Dilworth City Council on December 10, 2018