

City of Dennison

Meeting minutes

April 4th, 2024

The April Dennison City Council meeting was called to order by Acting Mayor Heidi Cooke on Thursday, April 4th, 2024 at 7:00 pm. Present were Councilors Diane Ruddle, Nichole Schloesser, Kaylyn Nygaard and clerk Jessica Page.

The March Meeting Minutes were not completed for review. Councilor Schloesser move to approve the Treasurer's report. Councilor Nygaard second. Motion passed 4:0.

Old Business/Committee Reports/Building Permits: None.

W1.0

Tfrh Administrative Issues:

1. Update on the VSF (Vehicle Speed Feedback) sign. Last fall, while assembling the sign, the directions required the sign to be mounted on a 4 inch pole. The city has already been granted a permit from Rice County to install the sign on the west side of town. Mayor contacted Rice County Engineer, Dennis Luebbe, about the pole and permission to move forward. He was going look at prices for a pole and get back to Jeff. Rice County said they would donate the required pole, but the city would need to dig the hole and do the cement for the foundation. Mayor is willing to donate his time but will ask to be reimbursed for the cement costs. County engineer will provide specifications for cement depth. Will determine the location in May. Mayor will ask Tony Cornell from Safety Signs to help assist in the project. Will have a better idea the amount of cement needed by the May meeting. Councilor Ruddle thought that there was a pole already in place for the other one that we were supposed to move back and forth, so did another pole need to be installed?
2. Update on replacing the missing vehicle noise signs. Mayor sent permit application to Goodhue County and city ordinance to comply with engineer's requirements. Mayor contacted Tony Cornell from Safety Signs to install. Safety Signs would provide the vehicle sign and posts. Goodhue County is requiring the City to pay an annual registration fee to work in the ROW. Vote to approve fee of \$40. Goal is to get installed between April 1st and May 15th. Councilor Nygaard move to pay the \$40. Councilor Nygaard second. Motion passed 4:0.
3. City website. Contract with GovOffice/Catalis has been signed. Even though city requested the contract didn't auto-renew, under the Subscription Term, Termination And Expiration part, it says: "The term of this Agreement shall automatically renew for the same period as the Initial Term unless either party give the other Party not less than one-hundred and eighty (180) days prior to the conclusion of the then current term of Agreement of its decision to not allow the Agreement to renew." So, If the council wants to find another website provider, and we want to sever ties with GovOffice, it looks like we need to do it before the 180 days, I believe. Ask the city attorney for an opinion? Council will start looking for other websites that could be used.
4. Domain Renewal: 1 year - \$55, 2 years - \$90. Due the middle of April. This is from Mayor. This should not be the case as we renewed for 5 years last year.

5. Safety improvements at the intersection of County Road 9, Goodhue Avenue and 1st Avenue Court. Mayor met with Collin Harris, Alta Group, Planning and Design; Jess Greenwood, Goodhue County Engineer; Josh Ramaker, Rice County; and Sarah Dawson, Goodhue County in town on March 14th. Discussed with the engineer about doing a demonstration project. It included curb extensions with painted interiors, traffic tape and flex posts. There would be sources of money available through Rice and Goodhue Counties for these improvements. The idea was to do the demonstration project before moving forward with the flashing beacons signs or new cement sidewalk next to the bank. The County engineer was going to run the proposal through MNDOT for their approval first. Collin Harris from Alta, showed in MNDOT material, that a temporary demonstration project, 5 years or less, is acceptable even though the existing facilities aren't ADA compliant. On 3-25, received word from the county engineer that the demonstration project didn't get the blessing from MNDOT. Jess is still requesting a feasibility study be done first. Notified Bollig Engineering and Collin Harris from Alta Group.
6. Email sent out to the council regarding State Highway 246. Appears the project is moving forward by the City of Northfield to redesign the state highway and turn it back to the County/City. Northfield Transportation Advisory Committee is meeting on April 17th to vote to possibly recommend moving the project to the full council.
7. Performance Review for Nate. On the form presented to the council last month, the last page has a section for two evaluators. Mayor recommends the city council appoint two members to do Nate's evaluation either before the regular council meeting in April or during the month of April. Mayor will provide notes/goals for the evaluation. Council wants to have everyone on council be involved with it. Meet at 6:30 before the May meeting.
8. Email sent out to the council regarding Xcel Energy rebuilding the transmission lines, starting in mid to late May. The work will occur in the existing utility easements in the city. Any power outages, Xcel Energy would notify citizens.
9. SIU agreement between the City and Dennison Meats. City Clerk and Mayor refined the final agreement and presented to the council to review on February 20th. Last council meeting, discussion took place regarding updating the limits for BOD and TSS, possibly adding phosphorus. Currently, the City bills the locker for BOD and TSS at levels over 300 mg/l. City does not bill for phosphorus. Nate was going to talk to Travis and ask about updating the limits. The goal is to get the final SIU agreement to Dori after the April meeting to let her review and sign the document. Mayor would review and sign document early May. Deadline to have the SIU agreement sent to the state is May 14th. Updating limits Travis didn't have any suggestions as they don't have those issues. Talk to Kenyon/Wanamingo as to what they charge for TSS and CBOD.
10. Opus and contract. City lawyer reviewed and suggested adding language. Vote to accept revised contract? Timelines for the new billing system? Discuss and approve items needed to get the billing system operational. Those include deciding if the City is going to turn off water for non payment of utility bills, and if we want to make it formal to return to the 23rd of each month for the due date. Are we billing the \$3 per bill directly on the bills, or taking it out of each of the revenue funds (equal thirds from each.) Ap prove contract as is. In MN, most cities don't do a turn off, they follow the same procedures that the City is currently following. Continue to do following procedure that we are doing. Have the fee added in on the bill as a separate line item. Read by the 10th. Keep the 23rd as due date. Send out bills the first part of the month.

11. For the city park, council agreed to get a handicap accessible toilet, June-August time frame. Must decide on a location. Will the Lions help defray the cost of the toilet? Email sent to Kirk Flom regarding placement with no response. Keep it in the same basic spot.
12. Sheriff's Deputy stopped in. Handicap parking being blocked.
13. Follow-up regarding crack sealing issues. Mayor contacted Brad from Seykora Asphalt about the rubber pieces laying in the street curbs/gutters and grass. He was in town on 3-8 to look at the crack sealing work. Brad said it was probably extra rubber at the end of flat surfaces near the edge of the road. He didn't see anything pulled up, sections/spots on the road. Mayor also looked at the roads areas with the rubber pieces laying around and couldn't see any sections pulled up, either. Conversations with Seykora lead Mayor to believe this isn't a warranty situation. Unless the council wants to vote to send a letter to them and ask them to redo some of their work, then Mayor doesn't think the City has any other recourse. No further issues.
14. Spring Clean up day. Tentatively later in May. Vote to set a date. Haven't heard back from Flom's yet. 11th or 18th of May work for Council members. Email Floms and say 11th or 18th?
15. Approve street sweeping. Quote for \$925 from Terpstra Companies. Councilor Schloessere move to approve Terpstra Companies to do the street sweeping for \$925. Councilor Nygaard second. Motion passed 4:0.
16. Bill Deutsch plans on grading Farm Road and 5th Way Avenue for wash boarding some time during April.
17. **Complaints:**

Pete Lee Building. Discussions taking place between Pete and potential new owner. No formal agreement/contract has been agreed to yet. Pete is no longer responding to the interested party. Can City send out a letter to tell him we need a timeline as to how he is going to proceed. Certified letter. Someone is going to get hurt. Need a resolution plan in 30 days, and full resolution in 90 days. If full correction action is not completed withing the 90 days, further action will be taken. Look at the previous Doug letter.

Dog complaint: Recorded instances of barking, digging, etc for an entire month. Curb stop digging is an issue.

Complaintant needs to call the sheriff at 3 am and the sheriff can deal with it.

Send a letter that there is a complaint filed about the barking (early morning, late at night) also address the digging at the curb stop as that can be an issue with possible damage to the curb stop.
18. Fire extinguishers checked/inspected (annual inspection) by Fire Safety USA on 3-28.
19. If anyone would like to be an election judge for the upcoming two years, please let clerk know if you haven't already. Please let folks know that this is an option for them if they would like to serve. Put notice on the Dennison FB page and website.
20. Lead service line inspections. Sounded like Bob was able to get the majority of buildings taken care of when he was in town on March 19th. Haven't heard anything else regarding the issue. He said there were a few buildings where folks did not give him permission to complete the inspection.
21. There was a question on how exactly to process the money to go to the Nerstrand Fire Department. After contacting Joe Johnson, and State of MN, it was felt that the best way to move forward on this

was for the Nerstrand Fire Dept to purchase equipment for the Dennison Fire Station, then bill the City of Dennison for the items. So that bill will be coming in the future.

Citizens Issues: none

Mayors Issues: none

Utilities:

- 1) Update from Nate. Travis will come help install the pump. Water samples done. Pond storage good. May be doing a discharge in a couple of weeks.

1. LMI fluoride pump has arrived. Has it been installed? ? Need pictures taken of the new pump in place so the city can submit paper work to be reimbursed by the state (MN Dept of Health grant).

- 1) Need pricing on the DO meter. Travis had suggested one, but it's not available anymore. Will borrow one from Travis to use for next discharge.

- 2) Water meters: Thompson house the outside reader was relocated to the NE corner of the house on 3-21. Malecha outside reader fixed. Larson outside reader fixed.

- 3) Joe Savoie expressed interest in working for the city part-time, picking up a few hours a month. He's a wastewater and water operator for the City of Cannon Falls. He already has his C water license and testing for his C wastewater license this month. Plans on attending our May meeting.

Councilor Nygaard moved to pay the bills. Councilor Ruddle second. Motion passed 4:0.

Councilor Ruddle moved to adjourn the meeting. Councilor Nygaard second. Meeting was adjourned at 8:03.

Next meeting: Regular meeting is Thursday, May 2nd at 7:00.