

## City of Dover Meeting Minutes March 2019

March 7, 2019

Meeting called to order at 7:00 PM. Present were Mayor Roger Ihrke, Council members Melinda Kieffer, Dave Iseminger, and City Clerk/Treasurer Gary Pedersen; absent- Jaime Putzier and Cameron Johnson. Others in attendance were: Jill Veerkamp-St. Charles Press and Rebecca Kahn.

Meeting called to order by Mayor Ihrke at 7:00 PM.

Rebecca Kahn introduced herself to the Council and those in attendance to let all know that she will be re-opening the store on main street as Loco 4 Local (formally known as Simple Soaps for Simple Folks). Ms. Kahn will be featuring Local vendors and Handmade items for sale. A grand opening is being planned for April 5-7th. The Council welcomed Ms. Kahn to Dover as a business operator!

Motion by member Iseminger and seconded by member Kieffer to approve the proposed agenda. Motion carried.

Motion by member Kieffer seconded by member Iseminger to approve meeting minutes from the February meeting. The motion carried.

Motion by member Iseminger and seconded by member Kieffer to pay the bills as presented by the Clerk and the list Mayor Ihrke presented for the fire department, and accept the financial reports. The motion carried.

Mayor Ihrke went over the County Engineer bridge report and the condition of the two bridges in Dover.

Motion by member Kieffer and seconded by member Iseminger to send out a letter drafted by City Engineer Mark Walch explaining options for payment of special street assessments for the current street project that will be finished this spring. The motion carried.

Motion by member Kieffer and seconded by member Iseminger to approve the fee schedule offered for the rentals of the school gym/meeting room, fire hall and park/pavilion. Changes to the proposal were to require a security deposit for the School if an event is expecting 30 people or more of \$200; put a posting sign up at the park explaining hours of use from 7 AM to 10 PM daily and if a reservation is sought for the park pavilion its fee is \$25. See attachment to the minutes for full details. Motion carried.

Discussion took place about a concern of spring melting and possible flooding their basement by Amber Stricklin. The Council came up with findings of the situation and asked the Clerk to send Ms. Stricklin a letter explaining their findings.

- The amount of snow melting in the water table surrounding Dover would be the same whether the snow is piled or not, in fact it may melt slower piled up.

- The snow just east of her house is piled by the County; to the north is from the City.
- The creek near you, the other concern, may back up if the bridges downstream do not handle the flow that is determined by the thaw. That flow would be a concern whether the snow is melting and flowing from the west of you in the City or farther upstream in the water shed, or backing up from the east.
- For the safe travel in and around the City, both the City and County have to move some snow in order to keep the roads in safe travel conditions during the winter, the snow has been held in these areas for a number of years and unfortunately the amount of snow this season was of record levels.

The Council directed the Clerk to post a position for a City Employee for 20 hours or more.

The Council did not renew the summer recreation program for the upcoming year, due to a lack of participation. The Council would like to get some type of open gym going for the community.

Council updates:

Member Kieffer reported piyo workouts will be held at the school this spring, sign up posted on the website. This spring dance class for young children will be held at the school. The fitness center renewals will be sent out to the current members.

Mayor Ihrke reported that the water froze in the firehall during this last cold stretch and will need to be thawed and opened.

Old business:

A new park street light was tabled until the next meeting, still looking for the best option.

Motion by member Kieffer and seconded by member Iseminger to adjourn at 8:23 PM.

Gary Pedersen-Dover City Clerk

### **School Building Rental**

- Check with the City Clerk's office for rooms available for rent and what uses are allowed.
- school fees (**Security Deposit of \$200**, required when event over 30 people expected)
  - \$10 per gym use for athletic/team activities
  - \$10 per meeting for use of meeting room
  - \$30 for ½ day use of gym/meeting space
  - \$50 for full day (over 4 hours) use of gym/meeting space

### **Fire Hall Rental-** current rates- available May 1<sup>st</sup> thru October 1<sup>st</sup>

- 30 tables and 250 chairs available
- Dances- \$250 plus \$200 damage deposit (ice and pop not available)
  - City permit required from Clerk
  - Dance security required: Contact Olmsted County Law Enforcement
- Non-permit events: End time is 9 PM for family reunions, graduations, anniversaries, and other similar rentals.
  - \$75 fee charged for non-permit events

### **Park Pavilion Booking and Rules**

- Park Hours are 7:00 AM to 10:00 PM.
- Any damage found will be reimbursed by person(s) accountable.
- To book the park pavilion for a family event contact the City Clerk.
  - The pavilion may be used without a reservation, on a first come basis.
  - A reservation for the pavilion may be applied for.
    - \$25 for a booked reservation that will be posted at the pavilion.
      - Apply with the City Clerk

# Dover Fire Hall Rental Agreement

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Dance: Yes \_\_\_\_\_ No \_\_\_\_\_

Start time: \_\_\_\_\_ End time: \_\_\_\_\_ Open to Public: Yes \_\_\_\_\_ No \_\_\_\_\_

## Rules

- 1) All dances require a Dance Permit from the City of Dover. Obtain from City Clerk. Must hang by door in Fire Hall day of the event.
- 2) All dances require a uniformed police officer to be on duty.
- 3) During a dance, all beer, wine, and liquor is strictly B.Y.O. B. No person shall seal or distribute alcohol of any kind after the scheduled start of the dance. All kegs and containers of cans or bottles shall be removed from the premises prior to the dance.
- 4) Hall rental rate is \$250 per day. This includes set up and normal cleanup (ie. Clearing and storing of tables and chairs, sweeping floor and restrooms) Damage deposit in the amount of \$200 must be submitted. Your liability is not limited to the deposit.
- 5) Additional cleaning and loss of or damage to property will result in loss of part or all of deposit. Damage liability includes, but is not limited to the property, building, and its contents.
- 6) This agreement does not cover use of the Community Center/Kitchen area. However, if you use the facility, you are responsible for returning it to its original condition and the deposit may be used to cover this area as well.
- 7) All functions to cease and all persons to leave by 1:00AM.

**I have read and understand, and agree to the above rules.**

\_\_\_\_\_

Signature

\_\_\_\_\_

Date