

## City of Dover Meeting Minutes January 7 2021

January 7, 2021

The Regular Monthly Meeting of the Dover City Council was called to order at 7:07 PM by Mayor Dave Iseminger in the City Hall Gym and by electronic zoom meeting as posted.

Present were Mayor Dave Iseminger, Council Members Jaime Putzier, Kevin Connor (zoom), Chelsie Kiekbush, City Clerk/Treasurer Gary Pedersen, Water Superintendent Marvin Ihrke (zoom) and City Engineer Mark Welch (zoom); absent- none (one open council seat). Others in attendance: Polly Calhoun-St. Charles Press (zoom).

The February meeting is scheduled for Thursday February 4th.

-In all motions, the voting was conducted on individual basis due to zoom attendees-

Motion by member Connor and seconded by member Kiekbush to approve the agenda as presented, motion carried.

Welcome newly elected officers with ceremonial oath-of-office; Mayor Dave Iseminger, Council Members Kevin Connor and Chelsie Kiekbush.

Guests: No comments were brought forward at this time.

City engineer Mark Welch was asked to give an update and report on the city street improvements that are being considered. Mr. Welch said that he has the special assessments ready to be considered at our February 4<sup>th</sup> meeting, if the council desired. He noted that a lot of the land or lots along the streets being considered is owned by the City itself. The Council verbally directed Mr. Welch to send out the notices and move forward with the process for all of the proposed street updates for our next meeting and then decisions can start to be made on which proposals to move forward with, if any.

Motion by member Connor and seconded by member Kiekbush to approve December Minutes as presented, the motion carried.

Motion by member Putzier and seconded by member Kiekbush to pay the bills as presented, the motion carried.

Clerks updates and materials:

Motion by member Connor and seconded by member Putzier to accept the fee schedule sent by CMS for 2021, which is at the same rate as last year, the motion carried.

Discussion on the city website was encouraged, the clerk noted it could look nicer, be more user friendly and meet mobile standards, the council agreed that doing a fresh up with the mobile would be fine. Member Connor volunteered to help the Clerk look into options.

Generator update- the group will meet soon to start planning phase one and get plans drawn up to turn into the state's engineer for approval.

Fitness room and community center discussion on when to re-open;

Motion by member Connor and seconded by Mayor Iseminger to open the fitness center meeting the current Governors' standards of 25% capacity; the community center gym to be open with sign up of teams for usage, and if Tuesday nights are used the Clerk shall not work with the gym in use and will have more daytime hours until the season practices are done, the space may open as early as Thursday January 14<sup>th</sup> if the clerk can get the prep work done by that time (fobs etc). The motion carried.

Kitchen project discussion: for community center

The council will again look at the project and for next months meeting have the clerk bring back the quotes we had last year along with more detail for a flooring quote.

City employee's salary review for 2021;

Motion by member Connor and seconded by member Kiekbusch to increase Gerald Schweitzer \$50 per month mostly due to his position being turned down for PERA membership motion carried.

Motion by member Putzier and seconded by member Connor to increase Rick Jones \$1.00 per hour on his wages, motion carried.

Yearly assignments:

Motion by member Putzier and seconded by member Connor to appoint St. Charles Press as Official City Newspaper, motion carried.

Motion by Mayor Iseminger and seconded by member Putzier to designate any FDIC approved institution in MN for depositories by the City, motion carried.

Motion by member Putzier and seconded by member Kiekbusch to re-appoint Attorney Rob Olson of GDO Law firm to represent Dover when needed, motion carried.

Motion by member Connor and seconded by member Putzier to re-appoint Engineer Mark Welch of GGG as City Engineer, motion carried.

Motion by member Connor and seconded by member Kiekbusch to re-appoint to the EDA committee-Jaime Putzier, Roger Ihrke, Dan Bolton and Terry Lehnertz, motion carried.

Motion by member Putzier and seconded by Mayor Iseminger to appoint members Kevin Connor and Chelsie Kiekbusch to the Park and Rec committee, motion carried.

Motion by Mayor Iseminger and seconded by member Connor to appoint member Putzier to the ambulance committee, motion carried.

Motion by member Kiekbusch and seconded by member Connor to appoint member Putzier as vice-mayor, motion carried.

Motion by member Putzier and seconded by member Kiekbusch to pass a resolution declaring the position as council person open that Mayor Iseminger gave up when took the oath of office as Mayor, motion passed on unanimous vote.

After discussion, a motion by member Putzier and seconded by member Kiekbusch to offer the appointment as City Council Member to Roger Ihrke (former Mayor), to fill the term left open by Mayor Iseminger, the motion carried by a unanimous vote for Ihrke.

Motion by member Putzier and seconded by member Connor to purchase the remaining water meters needed (41), so all meters in Dover will be auto-read, the motion carried.

Motion by member Putzier and seconded by member Kiekbusch to refund a month and a half worth of liquor license fees to the three businesses for closure from November 18 until the end of 2020, amount to be determined by prorating yearly fee, motion carried.

Motion by member Putzier and seconded by Mayor Iseminger to pass a resolution to apply a special assessment to water and sewer accounts that were delinquent last year, this is to direct the County to apply the amounts to their taxes due this coming year, the resolution passed by unanimous vote.

Education Classes for Council members to be taken when offered by the League of MN Cities will be approved by asking the Mayor for approval, we should budget for this in future.

Motion by member Putzier and seconded by member Kiekbusch to accept the engagement letter from Smith/Schafer to do the 2020 financial audit of the city, motion carried.

Motion by member Putzier and seconded by member Connor to pay off the final installment of the 2014A bond for \$24,000 plus interest, if we can, motion carried.

Motion by member Putzier and seconded by member Connor for the City of Dover to initiate a zone change that will include lot one block one of the Assessors Re-Plat (just over one acre of land just south of the property where TNT Marine is located); and the rest of the land between main street south and 6<sup>th</sup> street south, that has been designated for commercial development, if there are no tax consequences for the city or developer on that additional land to commercial zoning from the current agricultural, motion carried.

The Council has asked to have someone take a look at the pond on the NE side of the city because of the holes dug by beavers, to see if work is recommended to repair these areas and bring back the information to the council. Directed to Clerk and Mayor.

Council member comments:

Member Putzier asked if developer had communicated with the city on cleaning the pond and planting trees on the south end of the city and the answer is yes, they have- with our Engineer

Motion by member Putzier and seconded by member Kiekbusch to adjourn at 9:09 PM was made, the motion carried.

Gary Pedersen- Dover City Clerk