

## **VILLAGE OF DRESSER VILLAGE BOARD PROCEEDINGS**

Pursuant to due call and notice thereof, a Village Board meeting was held on Monday, February 7, 2022 in the Municipal Office - 102 W Main Street. Bryan “Fatboy” Raddatz called the meeting to order at 6:30 PM. Roll Call: Bryan “Fatboy” Raddatz, Darren Peterson, Joe Peterson, Grace Bjorklund, Elina Kuusisto, Yvette Varner and Jeff Gutzmer were present. Attorney Paul Mahler – Bakke Norman Absent. Also, present were Jodi A Gilbert - Clerk/Treasurer, Rob Thompson-Public Works, Matt Koch – Public Works, Ryan Haass-Police, David & Joe Aschinger, Carmen & David Brian, Eric Barclay-PE and Kianna Lindh MSA Professional Services, Melody Boberg - Osceola Sun Newspaper and Mary Jo Evans - Inter County Leader. Salute to the Flag was given.

**APPROVAL OF MINUTES:** Motion Kuusisto/Darren Peterson to dispense with the reading of the minutes. All in Favor. Motion Carried. Motion Darren Peterson/Kuusisto to approve the minutes of Village Board Meeting, January 3, 2022 with one change – on page 2 second paragraph line 11 strike the 3 words “of a lot”. All in Favor. Motion Carried.

**CITIZEN COMMENTS:** Raddatz called for Citizen Comments. Raddatz called for Citizen Comments. No comments were made. Raddatz closed Citizen Comments.

**PREREGISTERED:** Discussion was held regarding request from Osceola Scout Troop #131 for a waiver or a reduction of fees for using the Dresser Community Hall on March 19<sup>th</sup> and March 20<sup>th</sup> for training. Joe & David Aschinger were present. Joe addressed the Board. My name is Joe and I am Senior Patrol Leader and I am here to talk to you about our trip to Philmont Scout Ranch in New Mexico in June. There are two crews going. The first crew leaves in June for 9 days and the second crew leaves in August for 14 days. We need 4 people certified in CPR and Wilderness First Aid which is 18 hours of training. We would like to use the Hall for our training. This will be a couple of 10-hour days. Are there other troops attending? At this time there are 5 people outside of our troop signed up. Bjorklund asked does a certified instructor come in to do the training? Yes. Is there a cost for the training? It is costing us \$145.00 per person for the training for the two days. That is why we are asking for a reduction in cost of the Hall. Haass stated the boys have been doing a lot of fund raising. It has been hard to find training so we decided to bring the training to us. Motion Raddatz/Varner to waive the fees for using the Dresser Community Hall on March 19<sup>th</sup> and 20<sup>th</sup> for the Osceola Scout Troop #131. They will need to clean up and leave the Hall as it was found. No other discussion. All in Favor. Motion Carried.

Motion Bjorklund/Kuusisto to approve the request from Dave & Carmen Brian for a donation to purchase supplies/books, to use the Dresser Community Hall, to close Main Street in front of the Hall from 8:00 AM to 11:00 AM, and the use of traffic cones for the annual Dresser Easter Egg Event to be held on Saturday, April 16, 2022. Bjorklund stated thank you for continuing to do this. Brian stated it has been 14 years. \$300.00 is in the 2022 budget. We have always paid the donation to Usborne Books. Would that be the same this time? Carmen Brian stated yes Debbie Johnson with Usborne Books. All in Favor. Motion Carried.

MSA Professional Services – Eric Barclay-PE and Kianna Lindh were present to discuss the documents presented to the board for the First Street (West Ave to East Ave) and Second Street (West Ave to East Ave) Project. 1. Lindh reviewed the 2022 Community Development Block Grant Schedule & the 2022 Safe Drinking Water/Clean Water Fund Schedule. The notice to the newspaper is coming up quick for the Citizen Participation Hearing. The Village will need to

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have another hearing if you get funded for the project. There are Resolutions that will need to be approved that need to be submitted with the grant application. From the 2018 grant application we may be able to use some of those Resolutions. The Grant Application is due May 12, 2022 to the Department of Administration. Award announcements are on or before July 12, 2022. For the Safe Drinking Water and Clean Water Funds the ITAs and PERFs are due September and October 2022 with Final Applications due June and September 2023. There are a lot of rules with these programs and we will need to look at where the money is repaid from. There could be some principal forgiveness. There were no other questions on the schedule. 2. Discussion was held regarding the Contract for Professional Services with MSA Professional Services Inc. – 2022 CDBG PF Application in the amount of \$10,000.00. Lindh stated this is to cover the Income Survey and Grant Application. The board asked when will this be payable to MSA? Lindh stated we record our hours and then approve a certain amount. So, if 50% of the work is done, we would bill out 50% as we proceed. Raddatz stated so we could expect some type of invoice in the next couple of months. Motion Bjorklund/Joe Peterson to approve the Professional Services Agreement with MSA for the CDBG PF Income Survey and Application for First and Second Streets (West Ave to East Ave) and to have Raddatz and Gilbert execute the contract. No other discussion took place. All in Favor. Motion Carried. 3. Motion Darren Peterson/Gutzmer to have the first public hearing for the CDBG Citizen Participation Certification for the CDBG Grant for First Street (West Ave to East Ave) and Second Street (West Ave to East Ave) on March 7, 2022 at 6:30 PM with the Regular Village Board Meeting to immediately follow the public hearing. This hearing is to discuss the Community Development Block Grant. All in Favor. Motion Carried. 4. Barclay presented the Agreement between MSA Professional Services and the Village of Dresser for the First Street (West Ave to East Ave) and Second Street (West Ave to East Ave) Reconstruction Project. This is roughly a 50-page document. Since it is a contract, it is great that you got a legal opinion on it. The main part of the contract is the last 6 pages. The rest is pretty standard language. Those 6 pages explain what we will be doing. Essentially, we handle the design and will have someone on site during the project. We will be getting our surveyor on site to start on our design. We will present it to you and the public works department. Initiate the bidding process. We do all of the advertisements. We will come back once the bids are in and put a recommendation to the board. Starting the work with a contractor the DNR requires on a water and sewer project to have a qualified individual on site for that process. Raddatz stated this overall process went well on the Horsmann/Peterson project. Lori was awesome. It worked really well with MSA on site. We review all of the pay requests and bring a recommendation back to you. If you desire is for a public information meeting – that is included. We can host a public information meeting. It is very important to do that. Likely we would do it next spring once the bid is determined which roughly would be next November. We anticipate this project to take a contractor 12-14 weeks to complete. Just to make everyone aware First Street will look very different – there are a lot of trees that will need to come down in order to put in storm water and curb and gutter. The contract includes everything. The Contract is a total of \$188,030.00 plus observation which is done on time and material that we are estimating at \$87,973.00 to be on site. Raddatz stated the attorney questioned the types of expenses. There is mileage if driving back and forth, meals, cost to stay at a local place if needed etc... we pay the IRS rate plus \$5.00 per day. Equipment on site such as laser levels etc.... Darren Peterson stated it would be nice if there was a cap on this. Barclay stated if you approve with an amendment it will go to two levels of management over me. Darren Peterson stated it is nice having someone to put out the fires on site. I don't know what the cap should be MSA would need to come up with that amount. Barclay stated if you are comfortable approving up to \$87,973.00, we could always do an amendment later on. Motion Darren Peterson/Kuusisto to approve the Agreement between Owner(Village of Dresser) and Engineer(MSA Professional Services) for Professional Services for the First Street (West

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Ave to East) and Second Street (West Ave to East Ave) Project. No further discussion took place. All in Favor. Motion Carried. 5. Barclay reviewed the updated Cost Estimates for the First Street (West Ave to East Ave) and Second Street (West Ave to East Ave) Project. We needed to review these numbers due to record inflation, supply chain issues etc... The ability for contractors to get pipe is 6-9 months out. Raddatz stated it is only going to get worse. We are looking at a Summer 2023 Construction season. First Street Total Cost Estimate is \$887,100.00 and Second Street Total Cost Estimate is \$810,600.00. Raddatz stated things are nuts, but this is an investment in our community. Barclay state that since the project is over a million dollars you will be utilizing the total amount of the grant. These estimates will be submitted in the Grant Application.

**FINANCE:** Motion Bjorklund/Raddatz to approve the request from the Polk County Economic Development Corporation for the 2022 Contribution in the amount of \$895.00. Raddatz stated they are a great outfit. No other discussion took place. All in Favor. Motion Carried.

Motion Bjorklund/Varner to approve monthly Voucher/Payroll Checks #40845-#40915 Payroll \$15,487.46 plus Vouchers \$458,203.44 for a Total of \$473,690.90. No other discussion took place. Raddatz called for a Roll Call Vote. All members of the board present voted yes. Motion Carried.

Motion Kuusisto/Darren Peterson to approve a Temporary Class “B” Retailer’s License for the Osceola Rod & Gun Club for the sale of fermented malt beverages at the Osceola Rod & Gun Club Banquet to be held on February 12, 2022 at the Dresser Community Hall. They have been doing this the past couple of years. All in Favor. Motion Carried.

Motion Bjorklund/Joe Peterson to approve an Operator’s License – To Sell Fermented Malt Beverages and Intoxicating Liquors for Mike Bohn. No discussion took place. All in Favor. Motion Carried.

Motion Bjorklund/Kuusisto to approve obtaining long term financing in the amount of \$30,000.00 from First National Community Bank to meet the 2022 Street Maintenance Budget and to authorize Village President Bryan Raddatz and Clerk Jodi Gilbert to sign all loan documents on behalf of the Village. Raddatz stated this is the second time we are doing this. All in Favor. Motion Carried.

Update - the 2021 Audit is complete. Presentation of the 2021 Audit will be at the May 2, 2022 Village Board Meeting.

Motion Darren Peterson/Gutzmer to accept the recommendation from the Auditors and to eliminate the Management’s Discussion and Analysis section from the yearly Financial Report. All in Favor. Motion Carried.

Motion Gutzmer/Kuusisto to regretfully accept the resignation of Robert Thompson from his Public Works position effective March 31, 2022. Raddatz stated he told us that he was going to retire here. Thompson stated we have an opportunity to go to North Carolina. It was a very tough decision. This has been a great job. You all have been really supportive. Raddatz stated I want to thank you personally – you have been a great face for this community. You are very positive. It has been great to work with you and watch your growth in this position. You will be missed. I like the fact that this is still home for you. All in Favor. Motion Carried. Thanks for giving us some time to find someone.

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Discussion was held regarding the job search process for a replacement Public Works Employee.

Raddatz stated we could have taken this to committee last week, but I wanted to discuss this as a board and not have a special meeting. So, what do you want to do and not do? We can take advantage of the fact we have some time. The posting for the position when we hired Koch is in your packet. It is not that old. Bjorklund stated there is no reason to change anything on it. Raddatz stated I have several possible changes. We asked for snow plowing experience and when we hired Thompson, he had none. He was taught. Snow plowing experience should be desired and not required. The line about establishing residency within 15 miles of the Village should maybe be updated. It would be nice to pull from a larger pool. Koch stated it really doesn't matter in regards to snow plowing. We talk about it the night before and come up with a plan. Each snow fall is discussed and a plan is agreed upon. Who is on call has to be here. Darren Peterson expressed a concern if the public works guys live away from the Village how are they going to know what is happening in Dresser. At J&S we have people that tells the guys when to come in. Raddatz stated the board members may have to do some of this and you also have law enforcement. Bjorklund stated what if they are snowed in? Keeping it like it is we are limiting our work force and Gutzmer agreed we just can't do that. Communication is the key. Eliminate the line regarding residency within 15 miles of the Village. The person has to perform the job duties. It is a policy issue on who is checking the roads. The line to address is the CDL obtained with 90 days of hire. Koch stated the laws have just changed. There is now a schooling requirement to get your CDL. Per the law our truck is an emergency vehicle. You now have to go through a training program and they won't put you on a list until you have your permit. Based on experience level maybe it should be 90 days after hire to obtain your permit. Add the word "permit" between obtain and within 90 days of hire. Bjorklund stated do we have enough time to publish. Raddatz asked Haass can you help with rounds on the weekends if needed. Haass stated yes, I can. Bjorklund stated do we advertise for one week. Raddatz stated I think we need to move the deadline out. Put this out for 3-4 weeks for applications. How often do you want to publish? Let's publish for a month. Run the advertisement thru the week of March 9<sup>th</sup>/10<sup>th</sup>. Application packet due by March 16<sup>th</sup> by 11:00 AM. Finance/Personnel Committee Meeting can be tentatively scheduled for March 23<sup>rd</sup> at 6:00 PM. Options for advertising were reviewed and the Board felt they were all good ideas including a mailing to the residents. With a mailing we may add the advertisement for Clerk/Deputy Treasurer. Motion Kuusisto/Bjorklund to use the job position description for a new public works employee as discussed and amended and to advertise as listed on page 2 of this handout. Application packets are due March 16<sup>th</sup> by 11:00 AM. All in Favor. Motion Carried.

**PUBLIC WORKS:** Motion Darren Peterson/Kuusisto to approve hiring RVS Turf & Snow for Spring/Fall leaf cleanup per contract \$475.00 for Spring and \$950.00 for Fall to be paid from Building and Grounds Lawn Care 10-53270-210. All in Favor. Motion Carried.

Motion Bjorklund/Kuusisto to approve hiring Turf Management, Brent Liggett to apply two sprayings to Village Parks/green areas for a total of \$1,000.00 - estimate #3910 for \$300.00 X 2, estimate #3912 for \$200.00 x 2 to be paid from account 10-55200-430 Lawn Fertilize/Treat Parks. No further discussion took place. All in Favor. Motion Carried.

Motion Bjorklund/Darren Peterson to approve the contract from Monarch to do Road Patches/Street Maintenance in the amount of \$8,743.23 to be paid out of account 10-57000-470 and/or Capital Projects Long Term Debt. No other discussion took place. All in Favor. Motion Carried.

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Motion Darren Peterson/Gutzmer to approve the Estimate #889 from SealTech Inc in the amount of \$9,972.50 for Crack Filling/Street Maintenance to be paid out of account 10-57000-470 and/or Capital Projects Long Term Debt. No further discussion took place. All in Favor. Motion Carried.

Motion Darren Peterson/Bjorklund to approve the contract from Scott Construction in the amount of \$18,713.00 for Asphaltic Chip Seal Surfacing/Street Maintenance to be paid out of account 10-57000-470 and/or Capital Projects Long Term Debt. No other discussion. All in Favor. Motion Carried.

Motion Darren Peterson/Kuusisto to approve entering into a Statement of Understanding and Agreement with Commercial Testing Laboratory, Inc. Raddatz asked if there has been a problem in the past. Koch stated no. People have retired and I think they did have some issues in St Croix Falls so they are doing these agreements. No other discussion. All in Favor. Motion Carried.

The Public Works Monthly Report January 2022 was presented to the Board by Thompson. The report was read as presented to the board. What was going on at the library – there was a shelving issue and it has been resolved. The book return box still needs to be moved. In regards to water temps do we have any issues. Raddatz continued I know that Dallas Wynne has called me about the temps. Thompson stated it is slowly getting colder. There is about 4 feet of frost. We are having people run water when their temp hits 35 degrees. We have 4 residents running water right now. A lot of this just depends on where your lateral runs. No other questions were asked.

**PUBLIC SAFETY:** The Building Inspector Report for January 2022 was not available. Gilbert stated no permits have been issued so far in 2022.

The Police Department January 2022 report was presented to the Village Board. Haass stated it has been a quiet month to a point. We are seeing an increase overall. The Polk County Sheriff's Office took over lead on the shooting due to man hours and experience. Several search warrants were issued. There is still more work to do on it. Raddatz asked if there was anything else for Haass – nothing was stated.

Update was given from the Joint Municipal Court Meeting that was held on January 6, 2022. Bjorklund stated the information was in your packet. The meeting was pretty short.

Update was given from the Allied Emergency Services Meeting that was held on January 20, 2022. Raddatz stated that Darren Peterson and I were there. The election of officers will be run by board members. It was run by the Chief in the past and we wanted to have some neutral hands involved. Mark Knutson is not running as Fire Chief again. He plans to stay involved but not going to be Chief. We are looking at a backup heat source at the Dresser Station – the boiler is undersized plus we should have a 2<sup>nd</sup> heat source. Millermon is working on new bids. Koch stated we are looking at a heater like you would see on a loading dock with a thermostat and timer on it. You will be able to crank it up when needed and it will shut off on its own and it can be used as back up heat if needed. The parking lot also needs some attention. There will be new bids brought to the board on the parking lot. A FEMA Grant has been submitted for \$300,000.00 for SCBA equipment. They are also looking to have the Spaghetti Dinner this year.

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Update was given from the Osceola Ambulance Meeting that was held on February 2, 2022. Raddatz stated we had a special meeting in December where we gave a Covid Bonus - a one time deal. It was based on hours worked. The employees were thrilled. We will be looking at our write offs in the future. We review the list. I did find one mistake – Helen Johnson attended by telephone.

**LIBRARY:** Presentation of the Library Board Minutes from the January 10, 2022 meeting. Kuusisto state we are getting a laptop for Leann to use. She does some work from home. The library is open. No little story time at this time. There is a plan for Leann to follow in regards to the levels of Covid in Polk County.

**PUBLIC WELFARE:** Nothing on the agenda.

**PLAN COMMISSION:** Nothing on the agenda.

**OTHER BUSINESS:** Discussion was held regarding the designation of the Official Newspaper for the Village of Dresser. Bjorklund stated I think we should stay with the InterCounty Leader. Raddatz stated the Osceola Sun has been here at our meetings. The reporter for the Osceola Sun is doing an internship and may be done in May. The InterCounty Leader has a new reporter that will be attending the board meetings. Bjorklund stated I think the InterCounty Leader has a bigger area. Motion Kuusisto/Gutzmer to designate the Official Newspaper for the Village of Dresser as The Osceola Sun. All in Favor. Motion Carried.

Update on the St Croix Valley Foundation – Dresser Area Community Fund – there is monies available to Grant in the amount of \$1,875.00. Bjorklund stated a plan for the money has not been determined.

Motion Gutzmer/Kuusisto to approve the request from Karen Andrie to install an outdoor light fixture in the Memorial Park as a memorial for Roy & Beth Andrie. Bjorklund stated this will be a wonderful addition to the park. Raddatz stated we will have to pay the electricity once it is installed. Placement hasn't been determined. Bjorklund stated I would like to thank the Andrie Family for the donation. All in Favor. Motion Carried.

Spring Election to be held on Tuesday, April 5, 2022. Polls Open 7:00 AM to 8:00 PM.

Monthly update from Village President, Bryan “Fatboy” Raddatz. Koch, Thompson, Haass and I attended a zoom meeting on the replacement of the Osceola Bridge. They are still narrowing down the design. MN and WI are working together – the style of construction will determine how long it will be closed. This will put us in the path of the detour. It was informational – plan is for a 2026 construction season. We received a thank you from the SCF 5<sup>th</sup> grade basketball group that used the Dresser Hall. I will be attending the next two meeting by phone. I will be in attendance at the May meeting.

**MARCH AGENDA BUSINESS FOR CONSIDERATION:** Nothing was stated.

**NEXT MEETINGS:**

Sewer Meeting with Village of Osceola, Thursday, February 10, 2022 at 8:00 AM

Library Board Meeting, Monday, February 14, 2022 at 6:30 PM

Village Board Meeting, Monday, March 7, 2022 at 6:30 PM

Allied Emergency Services Board Meeting, Thursday, April 21, 2022 at 6:00 PM

Osceola Ambulance Board Meeting, Wednesday, May 11, 2022 at 6:00 PM

**ADJOURNMENT:** Motion Kuusisto/Darren Peterson to adjourn at 8:06 PM. All in Favor. Motion Carried.