

Administrator/Clerk's Report

City Council Meeting, April 10, 2017

To: Mayor and Council

From: John M. McCarthy

Date: April 7, 2017

Special Meeting

In October 2016, Tracy Ackman-Shaw, Health Educator, Rice County Public Health Nursing Service, presented information on the County's Tobacco Free Parks program to the Dundas Park and Recreation Advisory Board. After reviewing the presentation, the Board passed a motion to recommend the City of Dundas adopt an outdoor tobacco-free policy for all parks. Ackman-Shaw will review the recommendations and requested action.

Regular Meeting

Consent Agenda

Not to Waive LMCIT Liability Coverage: Cities with liability insurance from the League of Minnesota Cities must decide whether or not to waive the statutory tort liability limits on an annual basis. If the limits are not waived, an individual claimant is limited to \$500,000 and the occurrence limit is \$1,500,000. The City has chosen to not waive the limits in past years. If the City waived the limits, there would be an additional cost for liability insurance. It is recommended council not waive the limits.

Ordinances & Resolutions

Ordinance 2017 – 02, Amend Dundas City Code Chapter 1102: One of the prospective tenants of the redeveloped K-Mart building is a church. In addition to an amendment to the Zoning Code to permit religious institutions in the Highway Commercial zoning district, CJB Real Estate II, LLC is requesting the City of Dundas amend tie portion of the City Code which governs the sale of alcoholic beverages to permit a licensed premise to be located within 350 feet of a church. In the requesting letter dated March 27, 2017, CJB presents information regarding Chapter 340A, the state statute governing the sale of alcoholic beverages. The request also lists several cities which do not have proximity restrictions. According to Northfield City Clerk, Deb Little, there is no restriction in their code. At the public hearing held to consider a change in the zoning code, Canvas Church pastor Jeff Wendt indicated the church has no objection to the location and encouraged the Planning Commission to support the change permitting religious institutions in the zone. Four letters of support for the changes were entered into the record of the public hearing. The City has received an additional letter from a local business owner and church member supporting the eliminations of the proximity requirement. The City has not received any letters or other communication objecting to an ordinance change to permit a holder of a liquor license to be located within 350 feet of a church. It is recommended the Council approve amending Dundas City Code § 1102.15 (2) to eliminate the condition prohibiting the issuance of a liquor license within 350 feet of any church. (Motion)

New Business

Approve Attendance at LMC Annual Conference: Request normal and customary expenses for Councilmembers and the City Administrator/Clerk to attend. The Conference will be held in Rochester on June 14 through 16 and the cost for regular attendees is \$400.00. (Motion)

Approve Lighting at Stafford Road and CSAH #1: Rice County has requested the City of Dundas indicate if there is an interest in installing overhead lighting at the intersection of Stafford Road and CSAH #1 during the 2018 project. The City would be responsible for all costs. It is planned to incorporate the intersection lighting in

the Stafford Road project. The intent is to work with the County to insure the lighting is compatible. Staff recommends the installation and requests Council approve costs. (Motion)

Engineer's Report

Powell has prepared an extensive memo regarding his activities.

Administrator's Report

History Notes: The Village Council met again on March 24, 1879, and they were a lot busier than the first meeting. The Council appointed a treasurer and a marshal, passed a resolution instructing the marshal to keep the peace, authorized the purchase of a seal, established a meeting place and formed a committee to contract to build a city hall. Ordinances passed at this meeting included:

#2 Which established a \$100.00 fine for disorderly conduct and breaches of the peace, prohibited indecently exhibiting stallions or bulls, prohibited discharging firearms and other explosions, prohibited hitching horses to ornamental trees, required horses and beasts of burden to be secured when unattended, banned false alarms and banned horse racing.

#3 Established licensing for shows, concerts and circuses.

#4 Established licensing for peddlers.

#5 Prohibiting obstructing streets.

The Council met again on March 31, and established a lockup. They also amended Section 5 of Ordinance #3. Ordinance #6 prohibiting horses, cattle and other animals from running wild in the City was approved.

On April 5, 1879, the Council met to pay several bills including what appears to be building materials for the city hall. Ordinance #7 further regulated the sale and manufacture of alcoholic beverages. Ordinance #8 established a Board of Health and named the members.

Dukes Garage and Street Vacation: Staff has determined more information is needed prior to proceeding with the street vacation. As it is an unused and undeveloped right-of-way, there will be no problem with the Dukes building the garage. The City will own the structure as with all of the improvement to the baseball area the Dukes have provided.

Commercial Development: The building official has approved commercial building permit applications for the new 19,000 square foot Aldi store along with two build out retail spaces for MGM Liquor & Spirits and Behr's USA Flooring, located in the former K-Mart building. The two stores should occupy 13,650 of the approximately 86,000 square foot building. Construction should begin shortly. The City has also received and approved another new single family home.

Dundas Dome: Building Official Benny Svien has approved a request from the Dundas Dome organization to allow the facility to remain inflated during the six (6) month period of non-use required for temporary structures. Maintenance can be performed during the period, but the dome cannot be occupied or used by other than a limited number of maintenance personnel. This will provide a significant financial savings to the owners and according to the request should increase the overall safety and life span of the structure.

Quarterly Dundas / Northfield Area Intergovernmental Meeting: Waterford Township will host the regular IG meeting at 7:00 PM on Wednesday, April 19th.

Rice County Road Construction: Rice County has provided a list of the road projects they will be working on this season. All of the county roads (No. 1, 8 & 20) in the City of Dundas are scheduled for a mill and resurface.

Kiosk: Two Carlton College professors brought a class touring mill sites along the Cannon River to view the informational panels at the Mill Towns State Trail kiosk in the Dundas trailhead. The class was permitted into the Archibald Mill ruins to get a closer view of the structure.

Boards and Committees

NAFRS Equipment Committee: The equipment committee met on Monday April 3rd. Again much of the meeting was to receive information from the Rescue Squad regarding raising funds for the replacement rescue vehicle. The Committee received information on an infrared camera system which is integrated into the facemask of the breathing apparatus. A request will be made to the joint powers board to budget capital funds for the purchase of 6 of the systems and a fire extinguisher training system. The training system is video based and is OSHA approved for extinguisher training. The committee also had a very short and disconnected review

of the equipment CIP with members Liebenstein and Castor agreeing to meet outside the Committee structure to update the CIP. This is the third meeting that I have attended which spent the majority of the time working with the Rescue Squad on the rescue vehicle.

Mill Towns State Trail JPB: The Board met in Dundas on April 5, 2017. The Board discussed the progress of the trail connection in Faribault and a report from MnDNR updating various items of concern. Northfield staff provided an update on the work to coordinate the Northfield Comprehensive Plan with a proposed state trail alignment in the City. Members from Northfield emphasized the importance of providing reasonable access to the downtown area from the state trail system.

Closed Meeting for Administrator Evaluation

The meeting will be closed as permitted by § 13D.05, Subd.3(a) to evaluate the performance of City Administrator/Clerk/Treasurer John M. McCarthy. After the evaluation the meeting will be reopened to summarize conclusions regarding the evaluation.

Future Meeting Items

Items listed may be moved to future meetings.

April 24, 2017

1. Consider CSAH #1 Trail Maintenance Agreement