

Administrator/Clerk's Report

City Council Meeting, December 11, 2017

To: Mayor and Council

From: John M. McCarthy

Date: December 8, 2017

"Truth in Taxation" Public Input

Budget Review and Discussion of 2017 Levy: The levy and its impact on the budget and taxes will be reviewed. The public will be given opportunity to comment prior to the Council taking action on the final levy. In September the City Council adopted a preliminary tax levy of \$949,434 which is an increase of 20% from the current levy. State statutes require a city council to approve a final levy before December 28, 2017.

Presentation – Wolf Creek Motor Sports

The developer of the Wolf Creek Motor Sports proposal, Neal Kryzaniak of NIK Management Inc. has requested he be able to present his project to the City of Dundas. Kryzaniak hopes to encourage support and participation in the project. Wolf Creek is a "automobile" country club with garage/living condominiums, a road course type track and future commercial development. The 400 plus acre project is proposed for the west side of I-35 at the junction of Rice County Road #1. Rice County is supporting the development of the intersection.

Consent Agenda

Transfer \$7,125.18 from Fund 201 Lawful Gambling to Unassigned General Fund 101: This transfer is to reimburse the General Fund for expenditures of revenue from Lawful Gambling as permitted by State Statutes. Dundas uses the funds for expenses related to the park system and public safety.

Transfer \$21,398 from Unassigned General Fund 101 to Fund 425 CI Public Safety: This transfer continues the policy of reserving designated funds for future capital expenses.

Transfer \$44,322.00 from Unassigned General Fund 101 to Debt Service 2013A Fund 302: This transfer is one-half of the 105% amount the City needs to include for debt service of the general fund's portion of the 2018 principal and interest payment for the 2013A Series Bonds.

Approve 2016 Lift Station / Force Main Project Pay Request #8: City Engineer Powell and staff have reviewed the pay request and recommend approval.

Ordinances and Resolutions

Resolution 2017- 35 Approving the 2017 Tax Levy Collectable in 2018: The final real estate tax levy recommended for 2017 payable in 2018 is \$949,434. The final levy is the same as the preliminary levy proposed in September. Information received from Rice County based on the proposed levy indicates the tax rate for the City of Dundas will decrease by 16.5% from the rate on which taxes were calculated in 2017. Actual taxes paid will depend on the Taxable Market Value of a property. (Motion)

Resolution 2017- 36 Approving 2018 General Fund Budget for the City of Dundas: The final 2018 Budget includes some slight changes from the proposed budget approved in September. Certain costs for professional fees were increased as the need for additional support became more apparent. (Motion)

Resolution 2017- 36 Approving 2018 Enterprise Fund Budgets for the City of Dundas: The Resolution sets the 2018 budgets for the Water, Sanitary Sewer, Residential Refuse and Storm Water Enterprise Fund. The budgets reflect Council approved fees and charges. (Motion)

New Business

Approve Gambling Premises Permits: The gambling premises permits are acted on individually as the applicant are the subject of current background checks. Chief Mincke has indicated the background checks are complete and recommends approval. (Motion)

Approve Cigarette Licenses: Cigarette licenses are acted on individually as the applicants are subject to current background checks. Chief Mincke has indicated the background checks are complete and recommends approval. (Motion)

Administrator's Report

Consider Audit Services: Thomas Cummings has informed the City he has sold his practice to Hawkins Ash CPA and will be joining that firm.

Consider Responses to RFP for Criminal Prosecution Services: The City has received five (5) responses to the RFP for Criminal Prosecution Services. Staff is still in the process of reviewing and intends to conduct interviews the week of December 10th. The intent is to bring a recommendation regarding a firm to the Council on December 18, 2017.

Part Time Police Officer: Tyler Johnson began training as a part-time police officer on Monday, December 4, 2017. Tyler will graduate from Mankato State University with a Bachelor in Law Enforcement Degree on Saturday, December 9, 2017.

LMCIT Loss Control Visit: League of Minnesota Cities Loss Control Representative Cody Tuttle met with City staff on November 28th to review liability issues and risk management techniques regarding the Public Works Department including parks & recreation. Tuttle has sent a letter summarizing the meeting and included recommendations. The Department will be following up on the recommendations.

NAFRS Equipment Committee: The Committee met on December 4 to review the status of the replacement pumper. It appears the department is leaning toward recommending a unit equipped in essentially the same manner as the one purchased in 2016 which serves as the primary response unit. In addition to being configured similarly, the new unit would carry a hose reel to permit the use of additional hydrants which may be located some distance from the fire. The unit would also be able permit lead pumper response to more than one call at a time and could serve as a first response engine in the case the primary pumper was out of service for any reason. The new pumper would replace the aging pumper used sparingly as a second response unit in more urbanized areas of Northfield and Dundas. It was reported that due to the condition and operating incompatibility of the older pumper, the smaller aerial unit serves as second response engine in most of the fires where multiple units are needed. The use of the proposed unit should extend the life of the more expensive aerial unit and possibly the first response vehicle.

The City of Dundas has not yet received a formal request from NAFRS regarding the facility project. The JPA board passed a resolution requesting support but the resolution has not been forwarded to the City. NAFRS has not yet requested to be placed on the agenda to present the project. Northfield Administrator Martig and Nick Anhut, Senior Municipal Advisor for Ehlers, have forwarded information regarding the proposed change in the financing of the facility from a 15 year bond to a 20 year bond. According to the updated bond information for a bond with an issue price of \$4,000,000, the change to 20 years will cost about \$500,000 in additional interest.

East Cannon River Trail: The Trail was declared opened by the Northfield engineer's department on Friday, December 1, 2017. Their department has been managing construction for the cities of Dundas and Northfield.

Annexation Tax Rebate: The City received an e-mail from the Township regarding the tax rebate question. They have been paid according to the Council's recommendation and have been informed the Council prefers resolving this matter of process with the supervisor's at the next joint meeting.

Codification: The City has received the preliminary manuscript of the Code from American Legal Publishing Corporation.

Mill Towns State Trail JPB: The Joint Powers Board met on December 6th in Dundas. Scott Haugen, DNR reported that negotiations with Bridgewater Township regarding connecting the trail from the Dundas City limits to the beginning of the recently acquired railroad property near 118th Street have been progressing. They are

working on correctly identifying the ROW for 118th Street. He reported the easement question in Faribault has been resolved and the trail construction will be proceeding.

Closed Meeting for Labor Negotiations

Future Meeting Items

Items listed may be moved.

December 18, (Final Meeting of 2017)

1. Appoint Representative to NAFRS Board (Three Year Term)
2. Designate Polling Place for 2018 Elections (§ 204B.16)
3. Approve City Criminal Attorney
4. Approve Auditor for 2017
5. Action to Close TIF District #2
6. Consider Resolution of Support to Proceed with NAFRS Facility Project
7. Closed Meeting for Labor Negotiations

January 11, 2018

1. Organizational Meeting

Continuing Projects

Administration:

1. Codification
2. City Hall Project
4. Close TIF District #3
5. LUCA

Public Safety:

1. Electronic Speed Signs

Public Works:

1. PUD Compliance for Dundas Dome
2. CSAH #1 Rebuild
3. 2018 Capital Projects.