

Administrator/Clerk's Report

City Council Meeting, May 14, 2018

To: Mayor and Council
From: John M. McCarthy
Date: May 11, 2018

Consent Agenda

US Bank GO Water and Sewer Revenue Refund Bonds, Series 2014A - This is the semi- annual payment of interest only. The bonds refunded water and sewer bonds issued originally issued in 2006.

Old Business

Consider Authorizing Staff to Prepare ½ Cent Sales Tax Question: At the April 23, City Council Meeting the Northfield Ice Arena Advisory Board presented a recommendation to authorize a ½ cent sales to assist in the capital cost of constructing a two-sheet Community Ice Arena on donated land. 70% of the local option tax would be used for the arena and 30% can go to other recreational projects. The sales tax would be levied on taxable sales for a period of twenty years. Northfield would be responsible for all ongoing costs and a significant portion of the construction costs. At their regular meeting of May 1, the Northfield City Council authorized staff to prepare the sales tax question and a property tax referendum. The City of Dundas is not being asked to provide any financial support except for 70% of the sales tax subject to the local option tax. If staff is directed to prepare a resolution, it is anticipated the resolution will be acted on at the June 11, 2018 Council Meeting. Recommend the motion to authorize staff to prepare the ballot question to be included in the November 2018 General Election. (Motion)

Ordinances and Resolutions

Resolution 2018 – 21 Set a Public Hearing on a Vacation of Drainage and Utility Easement The Resolution sets a public hearing to vacate a utility easement as required by the PUD Ordinance which modified the lot lines for the Menard's Project. Staff continues to work with Menards regarding compliance with the PUD but information provided City Attorney Callies indicates they will be able to comply with all of the requirement. City Engineer Powell has agreed to permit ground and foundation work to begin. Recommend approval. (Motion)

Resolution 2018 – 22 Accepting Bid and Awarding Contract for the Stafford Road Project The City received three bids for the Stafford Road North Improvement Project. The low bidder is Swenke Ims Contracting, LLC at \$329,658.58. The low bid is less than the engineer's estimate of \$451,045. City Engineer Powell has reviewed and tabulated the bid. It is recommended the City accept the bid and award the contract to Swanke Ims. (Motion)

Resolution 2018 – 23 Accepting Bid and Awarding Contract for Cannon Road Project. The City received three bids for the Cannon Road Improvement Project. The low bidder is Swenke Ims Contracting, LLC at \$243,183.87. The low bid is less than the engineer's estimate of \$266,375. City Engineer Powell has reviewed and tabulated the bid. It is recommended the City accept the bid and award the contract to Swanke Ims.(Motion)

Resolution 2018 – 24 Accepting Bid and Awarding Contract for PRV Relocation Project. The City received four bids for the Dundas PRV Station Project. The low bidder is Winona Mechanical, Inc. \$273,000.00 The low bid is more than the engineer's estimate of \$257,975. City Engineer Powell has reviewed and tabulated the bid. It is recommended the City accept the bid and award the contract to Winona Mechanical Inc (Motion)

Resolution 2018 – 25 Calling for a Public Hearing Related to Street Reconstruction and Issuance of Bonds. This resolution calls for the required public hearing to permit the City to issue bonds which will be used to finance the Stafford Road Project, the Cannon Road Project and the Pedestrian Underpass on CSAH #1. It will also allow the City to reimburse itself for funds already expended for the projects. Due to the bids coming in lower than the estimates, it is expected the final costs will be less than the maximum indicated in the resolution. Recommend approval. (Motion)

New Business

Liquor Licenses – The City reviews all license applications requiring background checks as each license is basically new. Staff has performed all of the required background checks. Recommend approval of new applicant, Martha’s Eats and Treats, for liquor license for on-sale Wine and 3.2 Beer, and approving renewals of other business for required liquor licenses. (Motions)

Administrator’s Report

Meeting with Bridgewater Township Supervisors: Council Member Modory and I met with the Supervisors to discuss the tax rebate calculations and issues related to 115th St. It was agreed that Rice County’s determination of “fully developed” will but used as the trigger for the rebate even if the original building permit has not been completed. The supervisors reviewed their concerns regarding 115th Street and storm water management.

Park & Recreation Advisory Board: The P&RAB met on April 10.

Codification: The City has received the draft of the recodify zoning code.

Planning Commission: The Planning Commission will meet on May 17. A concept plan review and the ground mounted solar moratorium will be on the agenda.

ECRT Grand Opening: The East Cannon River Trail Grand opening is scheduled for Saturday, June 2, which is National Trails Day. It will begin at 10:00 am in Northfield, include a ribbon cutting, ride to the shelter, snacks and a band and return to Babcock park along the west side trail.

City Hall / Downtown Development: The consultants have completed their review of the response and we are in the process of scheduling a meeting with them.

Work Session

Consider Zoning Code Amendment Regarding Ground Mounted Solar: The Dundas Planning Commission has been working on a revision to the ordinance regarding ground mounted solar generation panels. The commissioners requested the City Council review the proposed amendment to insure they are meeting the intent of the Council.

Review 2019 Capital Improvement Plan: This will be the final review of the CIP before incorporating into the 2019 Budget. City Hall is still an estimate, but the items in progress for 2018 will be adjusted slightly based on the bids the City received last week and the estimated costs for the road and PRV projects should decrease slightly.

Future Meeting Items

Items listed may be moved.

May 29, 2018 (Tuesday)

1. Public Hearing for Street Reconstruction Bonds
2. Consider Resolution Amending NAFRS Joint Powers Agreement, Section 17a
3. Work Session
 - a. Codification
 - b. 2019 Operating Budget

June 11, 2018

1. Approve 2018 CIP
2. Consider Resolution for ½ cent sales tax for recreation.

Continuing Projects

Administration:

1. Codification
2. City Hall Project
3. 2019 Budget
4. Comprehensive Plan

Public Safety:

1. Electronic Speed Signs

Public Works:

1. PUD Compliance for Dundas Dome
2. CSAH #1 Rebuild
3. 2018 Capital Projects.
4. 2019 Capital Improvement Plan
5. Water Supply Plan