

Administrator/Clerk's Report

City Council Meeting, October 8, 2018

To: Mayor and Council
From: John M. McCarthy
Date: October 5, 2018

Presentation

NAFRS Chair Anne Hadad: Chair Hadad will discuss the function of the NAFRS board.

Old Business

Approve Memorandum of Agreement Regarding Police Chief: A MOA with Law Enforcement Labor Services will permit the City and Officer Eric Kline to analyze his fit as the Chief of Police. Recommend approval of the MOA and authorizing the Mayor and City Administrator/Clerk to sign. (Motion)

Consider Changes in Personnel Policy Section 305.14: Upon review of the health insurance premium adjustments for 2019 and the 2019 preliminary budget, the following changes in Subsection 305.14.03 are recommended:

1. Increase the monthly amount from \$665.00 to \$725.00
2. Increase the HSA Option annual contribution from \$600.00 to \$1,400
3. Increase the monthly retention benefit total cost from \$600.00 to \$675.00.

The draft 2019 Budget is based on a total health insurance cost of \$79,600 with the proposed adjustment calculated to be \$71,520. The proposed adjustment will increase the City's annual obligation by about \$5,760. As an employee needs to make any changes in the plan options they want to use by November 16, 2018, the City should determine the benefit level so that all employees have adequate time to select the option which best suits them. (Motion)

Ordinances and Resolutions

Ordinance 2018 – 05 An Interim Ordinance Establishing a Moratorium on Self-Storage Facilities within the City of Dundas: At the request of the City Council, Attorney Callies has prepared an Interim Ordinance to permit the City to review the applicability of self-storage facilities within the City of Dundas. It is recommended the City Council approve the Interim Ordinance. (Motion)

Resolution 2018 – 48 Approving Amendment of PUD Ordinance: After conducting a properly noticed public hearing on October 4, 2018, the Dundas Planning Commission unanimously approved Resolution PC2018-02, which recommends to the City Council the terms and conditions to amend a PUD Ordinance for the Dundas Dome Development. (Motion)

Administrator's Report

Planning Commission: The Planning Commission met on Thursday, October 4 to hold a public hearing regarding amending the PUD for Dundas Dome LLC, and to review a concept plan for a proposed Kwik Trip facility to be located along Hester Street between TH #3 and Schilling Drive. The concept envisions the widening of Hester Street to a 4 lane road to accommodate an entrance to the property from the street. The Planning Commission requested Kwik Trip provide additional information regarding access from Hester, a complete traffic study, the inclusion of pedestrian access from the intersection of Hester Street and Schilling Drive and improvement of the Hester / Schilling intersection to better accommodate truck and other vehicle use. A Concept Plan Review is not considered part of a development application but is used to help reach an understanding prior to a potential developer presenting a finished proposal. The next step in the process will be for Kwik Trip to apply for a Preliminary Planned Unit Development. Chair Modory thanked Kwik Trip for their approaching the access question with an acceptable solution.

Work Session

Review 2018 Refuse Enterprise Fund: No adjustment is recommended.

Review 2018 Stormwater Enterprise Fund: No adjustment is recommended.

Future Meeting Items

Items listed may be moved.

October 22, 2018

1. Call for Public Hearing regarding 2019 Fees
2. Worksession
 1. Review 2019 Budget.
 2. Review proposed RFP for Audit Services

November 13, 2018 (Tuesday due to Veteran's Day Holiday on Monday)

1. Public Hearing Regarding 2019 Fee Schedule
2. Consider Adopting Fee Schedule for 2019

Continuing Projects

Administration:

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

Public Safety:

1. Part-time Police Officer

Public Works:

1. PUD Compliance for Dundas Dome
2. Water Supply Plan