

Administrator/Clerk's Report

City Council Meeting, June 12, 2017

To: Mayor and Council
From: John M. McCarthy
Date: June 9, 2017

Auditor's Review 2016 Financial Report

Tom Cummings will present the 2016 Financial Report and Audit.

Consent Agenda

Pay Request #5: This is the payment for Change Order #2. The construction contract with change orders is \$871,095 with a balance to finish including the 5% retainage of \$128,389.75. The project costs were estimated in the 2017 CIP at \$1,300,000. After the project was bid, the estimate was reduced to \$1,200,000 with \$1,100,000 from bond proceeds and a City equity contribution of \$100,000. As of today, the total costs are estimated to be \$1,168,962 which includes construction, engineering, easement acquisition and bond costs.

Old Business

Approve 2018 Capital Improvement Plan: The 2018 CIP as reviewed in several meetings and work sessions has been revised to include priorities and estimates discussed at the meetings. The plan anticipates spending \$2,392,000 for capital projects in 2018. Two projects, street reconstruction and a new City Hall, comprise the majority of the spending. Recommend approval of the 2018 Capital Improvement Plan. (Motion).

New Business

Declare Squad Car Surplus: The new Ford Utility Police Interceptor has been delivered and placed in service. All police specific equipment and identifying signage has been removed from the old squad car. Recommend declaring the 2010 Ford Crown Victoria Police Interceptor, Unit 10, to be surplus and approve selling by sealed bid at the highest value offered if determined by the Police Chief and City Administrator/Clerk to be in the best interest of the City. (Motion)

City Engineer's Report

City Engineer Powell has prepared another extensive memo regarding ongoing work related to the City of Dundas.

Administrator's Report

County Road Mill and Overlay: Rice County has completed the mill and overlay of CSAH #s 1, 8 and 20 in the City limits of Dundas. The work went quickly and the final product appears excellent. There were some complaints regarding traffic flow, but it is staff's believe that the contractor provided an exceptional level of traffic management. Some surface damage to city streets occurred on Hester at the intersection of Second St., but scheduled chip-sealing later this year should complete the repairs performed by the contractor.

Proposed 2018 LGA: According to the House Research Department, the City's estimated 2018 LGA distribution will increase to \$175,038 from the 2017 amount of \$155,931. The increase was approved at the special session with the prior 2018 figure being \$158,163. Although Dundas received a substantial increase as a percentage basis, most cities with a comparable population receive much more. For example, the City of Dawson with a population of one fewer will receive \$587,026 in 2018 and Madison with a population of 9 more will receive \$746,783. The legislature also appropriated \$8 million per year for construction and maintenance of

roadways for cities that do not receive municipal state aid. Although the amount for individual cities is not computed, based on the amount distributed to Dundas in FY 2016 and the total amount appropriated, Dundas should receive about \$14,000 for each year of the biennium.

State Demographer's Population Estimate: Suzan Brower, State Demographer has provided an estimate of the population of Dundas as of April 1, 2016. The demographer estimates the population of Dundas at 1,490 with the number of households estimated at 562. The population is estimated to have grown about 9% since the 2010 census. The City has until June 24 to challenge the estimate. A review indicates substantial agreement with the number of households.

2020 Census and LUCA: The federal government is beginning to prepare for the 2020 census. The City has already submitted information which will be used for the Local Update of Census Addresses.

"Between Earth and Sky" In 2006 in co-operation with the Friends of the Mill Towns State Trail and the Artrail group, the City of Dundas agreed to permit and facilitate the installation of a sculpture by Mac Gimse at the Mill Towns Trail Trailhead. At a regular Council meeting held on July 27, 2015, the Council approved staff time to assist with the funding and installation of the sculpture. The Friends group have indicated they have approved \$20,000 for the installation and Gimse has agreed to gift the sculpture to the City. The upper portion of the piece has been complete for several years, but the lower portion still needs to be completed, a final location approved, a base constructed and landscaping designed.

Property Inspections: A notice has been sent to John F. Zander that an inspection of his property for compliance with the Settlement Agreement will be conducted by the City. Neutral Building Official Ron Wasmund has been reminded he should conduct an inspection of the Titan Supply Property prior to June 30,

Boards and Committees

Mill Towns State Trail JPA: The Joint Powers Board had a meeting scheduled for June 7 but was not able to meet due to a lack of a quorum. The Board members and members of the public present heard an update by the DNR regarding bonding, the dedication of the work in the Cannon Falls area and possible routing using the iron bridge in Waterford Township. Board members present expressed concern regarding problems with getting a quorum and communication if members were not able to attend. The next meeting will be at Rice County on August 2nd.

Future Meeting Items

Items listed may be moved to future meetings.

June 26, 2017

1. Accept 2016 Financial Audit
2. Worksession
 - a. Review 2018 Park and Recreation Budget
 - b. Review 2018 Planning Commission Budget

July 10, 2017

1. Worksession
 - a. Review 2018 Police Budget
 - b. Review 2018 Streets Budget

CITY OF DUNDAS
Expenditure Report June 12, 2017

DATE	PAYABLE	AMOUNT	
5.22.17	PEIP	\$1,572.38	
5.22.17	Aflac	\$364.70	
5.25.17	Payroll expense for Bi-Weekly PP # 11	\$12,909.36	
5.25.17	Direct deposit fee	\$7.77	
5.30.17	MN Dept of Revenue for PP # 11	\$853.60	
5.31.17	IRS for PP # 11	\$3,931.67	
5.31.17	PERA	\$2,978.23	
5.31.17	Empower for PP # 11	\$125.00	
5.31.17	Bank Service Fee	\$20.10	
	Total Paid by Blanket Authority	\$22,762.81	
		+	
	BILLS TO BE PAID (Claims)	\$115,984.20	
		+	
	Total Expenditures June 12, 2017		\$138,747.01

City of Dundas

06/07/17 4:35 PM

Page 1

*Claim Register©

061217Pay

June 2017

Claim Type	Direct				
Claim# 10388 SWENKE IMS CONTRACTING INC.					
Cash Payment	E 401-49450-500 Capital Outlay	For pay request # 5 for Dundas Lift Station Progress			\$9,975.00
	Invoice 05.18.2017	Project 16SEPR			
Transaction Date	6/1/2017	Frandsen Bank	10100	Total	\$9,975.00
Claim# 10389 ADVANCED GRAPHIC INC					
Cash Payment	E 101-42100-500 Capital Outlay	PD			\$407.50
	Invoice 197090	Project U 1701			
Transaction Date	6/1/2017	Frandsen Bank	10100	Total	\$407.50
Claim# 10390 MARCO NW 7128					
Cash Payment	E 101-41000-413 Rental	Copier Rental fee			\$465.68
	Invoice 20717485				
Transaction Date	6/1/2017	Frandsen Bank	10100	Total	\$465.68
Claim# 10391 ALMENS GLASS/LOCK					
Cash Payment	E 601-49400-200 Supplies	Cut 4 Keys for Water Dept			\$11.00
	Invoice 05.26.2017				
Transaction Date	6/1/2017	Frandsen Bank	10100	Total	\$11.00
Claim# 10393 GUARDIAN FLEET SAFETY					
Cash Payment	E 101-42100-500 Capital Outlay	PD			\$9,406.41
	Invoice 17-00181				
Cash Payment	E 101-42100-419 Vehicle Operations	PD			\$345.00
	Invoice 17-00181				
Transaction Date	6/1/2017	Frandsen Bank	10100	Total	\$9,751.41
Claim# 10394 NORTHFIELD, CITY OF					
Cash Payment	E 602-49450-385 Sewer Utilities	Wastewater Treatment			\$14,296.72
	Invoice 05.19.2017				
Transaction Date	6/1/2017	Frandsen Bank	10100	Total	\$14,296.72
Claim# 10395 HYDRO KLEAN					
Cash Payment	E 602-49450-400 Repairs and Maintenance	Work done to our Sewer Line 4.14 - 4/18/17			\$10,873.96
	Invoice 04.28.2017				
Transaction Date	6/1/2017	Frandsen Bank	10100	Total	\$10,873.96
Claim# 10399 LAROCHE, INC.					
Cash Payment	E 101-41000-401 R & M Buildings	General			\$435.00
	Invoice 23803				
Transaction Date	6/6/2017	Frandsen Bank	10100	Total	\$435.00
Claim# 10401 NEXTEL					
Cash Payment	E 101-42100-321 Telephone & Communicat	PD			\$69.37
	Invoice 05.18.2017				
Cash Payment	E 101-42400-321 Telephone & Communicat	Building Dept			\$39.38
	Invoice 05.18.2017				
Cash Payment	E 601-49400-321 Telephone & Communicat	Water			\$36.44
	Invoice 05.18.2017				
Cash Payment	E 602-49450-321 Telephone & Communicat	Sewer			\$36.44
	Invoice 05.18.2017				
Cash Payment	E 101-43100-321 Telephone & Communicat	Streets			\$20.09
	Invoice 05.18.2017				
Transaction Date	6/6/2017	Frandsen Bank	10100	Total	\$201.72

City of Dundas

06/07/17 4:35 PM

Page 2

*Claim Register©

061217Pay

June 2017

Claim# 10402 JOHN MCCARTHY					
Cash Payment	E 101-41000-330 Travel	March Milage			\$31.57
	Invoice 06052017				
Cash Payment	E 101-41000-330 Travel	April Milage			\$39.59
	Invoice 06052017				
Cash Payment	E 101-41000-330 Travel	May Milage			\$223.63
	Invoice 06052017				
Cash Payment	E 101-41000-330 Travel	Lodging - at MCMA			\$248.34
	Invoice 06052017				
Transaction Date	6/6/2017	Frandsen Bank	10100	Total	\$543.13
Claim# 10403 MELIZA, DUANE					
Cash Payment	E 601-49400-330 Travel	Water			\$195.01
	Invoice 0604.2017				
Cash Payment	E 602-49450-330 Travel	Sewer			\$101.76
	Invoice 0604.2017				
Cash Payment	E 225-43150-330 Travel	Storm Sewer			\$5.51
	Invoice 0604.2017				
Cash Payment	E 101-45200-330 Travel	Parks			\$17.12
	Invoice 0604.2017				
Cash Payment	E 101-43100-330 Travel	Streets			\$22.47
	Invoice 0604.2017				
Cash Payment	E 101-41000-330 Travel	General			\$54.57
	Invoice 0604.2017				
Cash Payment	E 101-42400-311 Bldg Permit Expense	Building Permits D2017-03,2931, 2943, 2944, 2945, 2949, 2956, 2957, 2959, 2963, 2972, 2973, 29762953			\$1,812.71
	Invoice 06042017				
Cash Payment	E 101-42400-314 Mechanical Permit Expens	Building Permits 2943-01, 2945-02, 2953-02			\$81.25
	Invoice 06042017				
Cash Payment	E 101-42400-315 Plumbing Permit Expense	Building Permits 2943-02, 2945-02, 2952-01			\$63.05
	Invoice 06042017				
Transaction Date	6/6/2017	Frandsen Bank	10100	Total	\$2,353.45
Claim# 10406 FARIBAULT DAILY NEWS					
Cash Payment	E 101-41910-351 Legal Notices Publishing	Easement Vacation			\$241.40
	Invoice 05.22.2017				
Cash Payment	E 101-41910-351 Legal Notices Publishing	2016-02 Ordinance			\$280.60
	Invoice 05.22.2017				
Transaction Date	6/6/2017	Frandsen Bank	10100	Total	\$522.00
Claim# 10407 RIPKA, APRIL					
Cash Payment	E 101-41000-309 EDP, Software and Design	Web Site Maintenance			\$110.00
	Invoice 052017				
Transaction Date	6/6/2017	Frandsen Bank	10100	Total	\$110.00
Claim# 10409 FARMERS MILL & ELEVATOR, INC					
Cash Payment	E 101-45200-406 Grounds Maintence	Parks			\$285.26
	Invoice TP015881				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$285.26
Claim# 10410 ALBERS A & A PORTABLE SVCS					
Cash Payment	E 101-45200-413 Rental	Portable Restroom Rental			\$190.00
	Invoice 05.31.2017				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$190.00

***Claim Register©**

061217Pay

June 2017

Claim# 10411 NELSON AUTO CENTER					
Cash Payment	E 602-49450-400 Repairs and Maintenance	Sewer			\$500.00
	Invoice 8129				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$500.00
Claim# 10412 AUTOMATIC SYSTEMS CO					
Cash Payment	E 601-49400-400 Repairs and Maintenance	Water			\$301.30
	Invoice 31050				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$301.30
Claim# 10413 I & S GROUP					
Cash Payment	E 401-49450-500 Capital Outlay	Capital Improvement			\$7,716.00
	Invoice 42285				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$7,716.00
Claim# 10414 SPRINT					
Cash Payment	E 101-42100-321 Telephone & Communicat	Police			\$79.98
	Invoice -456674714-116				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$79.98
Claim# 10415 TACTICAL SOLUTIONS					
Cash Payment	E 101-42100-419 Vehicle Operations	5/23/17 Certification of Radar units/Tuning Fork; Certification of Lazer Unit			\$79.00
	Invoice 6146				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$79.00
Claim# 10416 MN DEPARTMENT OF HEALTH					
Cash Payment	G 601-20810 MN Connection Fee	Water			\$958.00
	Invoice 05.22.2017				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$958.00
Claim# 10417 CHARTER COMMUNICATIONS					
Cash Payment	E 101-41000-321 Telephone & Communicat	City Hall			\$116.99
	Invoice 05.22.2017				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$116.99
Claim# 10419 WASTE MANAGEMENT					
Cash Payment	E 603-49500-384 Refuse/Garbage Disposal	General refuse			\$6,154.11
	Invoice 7053915-4830-6				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$6,154.11
Claim# 10420 NAC, INC.					
Cash Payment	E 101-41910-313 Planning Fee s	Planning Commission			\$135.00
	Invoice 22963				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$135.00
Claim# 10421 OFFICE DEPOT					
Cash Payment	E 101-41000-200 Supplies	General			\$9.59
	Invoice 931039472001				
Cash Payment	E 101-41000-200 Supplies	General			\$78.69
	Invoice 931039471001				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$88.28
Claim# 10422 US POSTMASTER					
Cash Payment	E 101-41000-413 Rental	General			\$206.00
	Invoice 06.01.2017				
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$206.00

City of Dundas

06/07/17 4:35 PM

Page 4

*Claim Register©

061217Pay

June 2017

Claim# 10423 RICE COUNTY RECORDER					
Cash Payment	E 101-41000-310 Professional Services	Resolution 2017 -11 Vacation of a Portion of First Street South			\$46.00
Invoice 05.22.2017					
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$46.00
Claim# 10424 CALLIES LAW, PLLC					
Cash Payment	E 101-41000-304 Legal Fees	First Half June 2017			\$450.00
Invoice 2013					
Cash Payment	E 101-41000-304 Legal Fees	General			\$196.00
Invoice 2104					
Cash Payment	E 101-41000-304 Legal Fees	First Street Vacation			\$50.00
Invoice 2103					
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$696.00
Claim# 10425 SVIEN, BENNY H.					
Cash Payment	E 101-42400-311 Bldg Permit Expense	Building Permit 2968; 404 Schilling Dr N Unit 3			\$149.35
Invoice 03.20.2017					
Cash Payment	E 101-42400-312 Plan Review Expense	Building Permit 2968; 404 Schilling Dr N Unit 3			\$4,206.73
Invoice 03.20.2017					
Cash Payment	E 101-42400-311 Bldg Permit Expense	Building Permit 2968-02; 404 Schilling Dr N Unit 3			\$725.33
Invoice 03.20.2017					
Cash Payment	E 101-42400-314 Mechanical Permit Expens	Building Permit 2968-02; 404 Schilling Dr N Unit 3			\$25.75
Invoice 03.20.2017					
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$5,107.16
Claim# 10426 XCEL ENERGY					
Cash Payment	E 101-45200-381 Electricity	Park			\$69.41
Invoice 05.30.2017					
Cash Payment	E 801-45130-381 Electricity	Dundas Dukes Baseball			\$507.03
Invoice 05.30.2017					
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$576.44
Claim# 10427 RICE COUNTY SHERIFF					
Cash Payment	E 101-42100-208 Training and Licensing	PD			\$35.00
Invoice 06.01.2017					
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$35.00
Claim# 10428 MENARD, INC					
Cash Payment	E 101-41000-200 Supplies	General			\$21.48
Invoice 23954					
Cash Payment	E 101-43100-200 Supplies	Street			\$6.36
Invoice 23954					
Cash Payment	E 601-49400-200 Supplies	Water			\$23.70
Invoice 23954					
Cash Payment	E 602-49450-200 Supplies	Sewer			\$33.58
Invoice 23954					
Cash Payment	E 101-41000-200 Supplies	General			\$23.18
Invoice 23491					
Cash Payment	E 101-41000-200 Supplies	General			-\$11.19
Invoice 23553					
Transaction Date	6/7/2017	Frandsen Bank	10100	Total	\$97.11
Claim# 10429 LMCIT					

City of Dundas

06/07/17 4:35 PM

Page 5

*Claim Register©

061217Pay

June 2017

Cash Payment E 601-49400-362 Property Insurance Invoice 5.31.2017	Water			\$4,443.94
Cash Payment E 602-49450-362 Property Insurance Invoice 5.31.2017	Sewer			\$1,144.94
Cash Payment E 101-42500-362 Property Insurance Invoice 5.31.2017	Civil Defence			\$362.00
Cash Payment E 101-45200-362 Property Insurance Invoice 5.31.2017	Parks			\$17,358.00
Cash Payment E 101-42100-362 Property Insurance Invoice 5.31.2017	Police			\$386.92
Cash Payment E 101-41000-362 Property Insurance Invoice 5.31.2017	General			\$1,500.00
Cash Payment E 101-43100-362 Property Insurance Invoice 5.31.2017	Streets			\$455.20
Cash Payment E 101-41000-360 Liability Insurance Invoice 5.31.2017	General			\$6,031.88
Cash Payment E 602-49450-360 Liability Insurance Invoice 5.31.2017	Sewer			\$1,134.62
Cash Payment E 101-42100-360 Liability Insurance Invoice 5.31.2017	Police			\$7,065.88
Cash Payment E 101-43100-360 Liability Insurance Invoice 5.31.2017	Water			\$220.62
Cash Payment E 101-43100-362 Property Insurance Invoice 5.31.2017	Street			\$979.00
Cash Payment E 101-42100-362 Property Insurance Invoice 5.31.2017	PD			\$786.00
Cash Payment E 101-41000-360 Liability Insurance Invoice 5.31.2017	General			\$113.00
Cash Payment E 101-43100-362 Property Insurance Invoice 5.31.2017	PD			\$280.00
Cash Payment E 101-43100-360 Liability Insurance Invoice 5.31.2017	Streets			\$408.00
Transaction Date	6/7/2017	Frandsen Bank	10100	Total \$42,670.00

Claim Type	Direct	Tota	\$115,984.20
------------	--------	------	--------------

Pre-Written Check	\$0.00
Checks to be Generated by the Compute	\$115,984.20
Total	\$115,984.20

CIP Worksheet

Dundas Capital Improvement / Repair - Replacement Worksheet

Dept.	Improvement / Repair / Replacement	Estimated Cost Today's Dollars	Priority	Year(s)	Next FY	Method of Payment					Interfund Loan	Notes	
						Cash Flow	Reserves	Grants	Bonding	TIF			Acess
General Government													
Gen	City Hall	\$1,100,000	High	2018	1,100,000		X		X			X	Feasability
Parks and Recreation													
P&R	Trailhead Landscaping	\$15,000	High	5 years	3,000	X							
P&R	Trail at Millstone Park	\$18,000	low										
P&R	Shelter at Millstone Park	\$15,000	low										
P&R	Video Security / Memorial Park (Dukes Share)	\$6,000	High	2017		X							In progress
P&R	Shelter at Pinnacle Park	\$15,000	low										
P&R	Dog Park Entrance improvements	\$30,000	high	5 years	5,000	X							
P&R	East Cannon River Trail (CRRP)	\$90,000		5 years begin '17	18,000	X							In progress
P&R	Playset Replacement Memorial Park	\$50,000	High	2019									
P&R	Pave vehile entry to Memorial Park		Medium										
P&R	CSAH #1 Trail / underpass & lighting	\$115,000	High	2018	115,000		X		X				Design
Public Safety													
PS	Fire Service Capital Equipment	\$17,000	High	Begin 2016	1,000	X							Annually - increasing with inflation
PS	Fire Department Building	\$14,000	High	2018		X						?	Annually 20 years
PS	Squad Car	\$35,000	High	2019		X	X						

CIP Worksheet

Dept.	Improvement / Repair / Replacement	Estimated Cost Today's Dollars	Priority	Year(s)	Next FY	Method of Payment					Interfund Loan	Notes
						Cash Flow	Reserves	Grants	Bonding	TIF		
Public Works												
PW	Signalization @ Hester & 3	\$185,000	Low									
PW	Street Lighting	\$120,000	High	2017		X	X					
PW	Sidewalks (Hester / CSAH #1)	\$208,000	High	2017					X	X		Design
PW	Sidewalks	\$170,000	Med	2019								
PW	Stafford Road	\$700,000	High	2018	700,000				X		?	?
PW	Lawn Mower	\$50,000	Low									
PW	Cannon Road	\$250,000	High	2018	250,000		?		X		?	
PW	PW Vehicle	\$25k to \$50k	Low									
Public Works Sanitary Sewer												
PWSS	Northfield WWTF Plant Upgrade	\$16,000	Operating	2017		?	?					Construction
Public Works Water												
PWW	WM Loop from Millstone Ln to Hester CR 78	\$250,000		2021								
PWW	Automate Booster	\$20,000	High	2017		X						in progress
PWW	Chemical Metering Equip #2	\$10,000	High	2017		X						
PWW	PRV replacement	\$100,000	High	2018	100,000						P	Design
PWW	West Tank Int. and Ext. (environmental)	\$100,000	Contracted	2020		X	X					
PWW	East Tank Int. and Ext. (environmental)	\$100,000	Contracted	2021		X	X					

CIP Worksheet

Dept.	Improvement / Repair / Replacement	Estimated Cost Today's Dollars	Priority	Year(s)	Next FY	Method of Payment					Interfund Loan	Notes
						Cash Flow	Reserves	Grants	Bonding	TIF		
Public Works	Storm Water											
PWSW	Detention Pond Rehabilitaion	\$25,000	High	multiple	25,000	X						Continuing
PWSW	New Pond - Klob Ln / West Ave	\$75,000	Proposed	2018	75,000	?	X					
Total for Next FY					2,392,000							

**CITY OF DUNDAS
COUNTY OF RICE
STATE OF MINNESOTA**

RESOLUTION NUMBER 2017-15

A Resolution Ordering a "Destruction Order" as Provided by Dundas City Code §§ 902.35 through 902.43, the "Weed Ordinance"

WHEREAS, the City Council of the City of Dundas (the City) has enacted ordinances to protect the public from health and safety nuisances; and

WHEREAS, the City has defined Weed, Grasses and Rank Vegetation in the Dundas City Code (the Code) §§ 902.37(A)(1 through 4); and

WHEREAS, a complaint identifying the probable existence of weeds in violation of the Code has been received by the City Clerk in accordance with § 902.30 of the Code; and

WHEREAS, the City has caused an inspection of properties owned by A&J Storage-Byron LLC, Topp Construction, EPIC Enterprises, Phillip & Roberta F. Kasperek, to occur in accordance with the Code § 902.40(A) and a written report regarding the condition has been prepared and reviewed by the City; and

WHEREAS, the City has determined there is probable belief that violations of the Dundas City Code "Weed Ordinance" has occurred and are continuing to occur on the inspected properties;

NOW THEREFORE, BE IT RESOLVED by the Dundas City Council as follows:

- 1) The City hereby determines that violations of the "Weed Ordinance" are occurring on properties identified and property owner listed as:

PID 17.10.4.51.029	80 West Ave	A&J Storage-Byron LLC
PID 17.10.4.51.041	202 Railway St S	Topp Construction
PID 17.15.2.01.013	Railway St S Lot	EPIC Enterprises
PID 17.10.4.51.039	117 West Ave	Philip and Roberta Kasperek

- 2) The City hereby instructs a "Destruction Order" as required by § 902.40(A) be issued for the subject properties.

ADOPTED by the City Council of Dundas, Minnesota, on this 12th day of June 2017.

CITY OF DUNDAS BY:

ATTESTED:

Glenn Switzer, Mayor

John M. McCarthy, Administrator/Clerk

Resolution 2017-15

_____ Switzer _____ Cruz _____ Fowler _____ Modory _____ Pribyl



Juné 9, 2017

The Dundas City Council
City of Dundas
216 Railway St. N
Dundas, MN 55019

A complaint in compliance with Dundas City Code § 902.39 has been filed with the City Clerk concerning properties identified as being owned by A&J Storage-Byron LLC, Topp Construction, EPIC Enterprises, and Philip/Roberta Kasperek.

At my request an inspection in accordance with Dundas City Code § 902.40 was conducted on June 9, 2107, and found violations of Dundas City Code §§ 902.37(A)(1) (Noxious weeds and rank vegetation) and 902.37(A)(4) (Any weeds, grass exceeding 12 inches.)

I recommend a "Destruction Order" as required by § 902.40(A) be issued to the property owners along with any further action to abate the violations as allowed by Dundas City Code be authorized.

Sincerely,

Mayor Glenn Switzer
CITY OF DUNDAS

Dundas Police
Department

Memo

To: John McCarthy, City Administrator
From: Gordon Mincke, Chief
cc:
Date: 06.07.17
Re: 2010 Ford Crown Victoria

John,

This is a reminder to have the 2010 Ford Crown Victoria declared as Surplus. I currently have the car at CarTime to have the decals removed and detailed. Jared figured it would be around \$200.00 to do this. I also told him to look into the starting issues we have been having with it as it will not start after sitting for approximately ½ hour or more, requiring it to be jumped. I told him that I believed it was an issue with the ground cables. Then it should be ready to be sold.

Gordy



MEMORANDUM

To: *Honorable Mayor and City Council*

From: *John M. Powell, P.E.
City Engineer*

Date: *June 12, 2017*

Re: *City Engineer Update*

Following is an update on activities and tasks of the City Engineer:

1st Street South Right-of-way Vacation

At the 5/22/17 City Council meeting, the vacation of apporportion of 1st Street, adjacent to Memorial Park, was approved. We will begin working on a legal description to consolidate the Memorial Park parcels. We are also reviewing Mill Park and Millstone Park to determine if other park parcels could be consolidated.

2016 Lift Station and Forcemain

The substantial completion date for this project is 7/14/17. The new control panel arrived and installation began on 5/30/17. On 6/7/17, the contractor adjusted the elevation of the forcemain discharge manhole near Cannon Road to better match the surrounding topography, per the City's request. The City wanted this work completed before the discharge manhole and lift station interior sealing was completed.

2017 Sidewalk Improvements

Sidewalk improvements are being considered in 2017 for three areas; Hester Street from Grindstone Lane to Railway Street; Hester Street from Schilling Drive to Hwy. 3; and on CSAH 1 from Cannon Road to Hwy. 3. Topographic surveys were recently completed for these areas and preliminary design has begun; this work is proposed to be completed in 2017. The design budget will be finalized and reviewed with the City Administrator.

Between Earth and Sky

The Between Earth and Sky sculpture is being considered for installation at the trailhead at Mill Park. We are estimating costs related to foundation design and construction. It is likely that a geotechnical exploration (soil boring) will be required to determine foundation needs; this will be coordinated with any soil borings needed for the PRV site to save mobilization costs.

Capital Improvement Program (CIP)

The City's Draft CIP was discussed at the City Council Work Session on 5/27/17; final action is expected on 6/12/17. Once the City Council approves the CIP; feasibility and design development work for 2018 projects will get underway.

City Code Review

Working with City staff to review and identify updates to the City Code sections pertaining to sanitary sewer, water, and storm sewer.

Comprehensive Plan Update

The City last completed a complete update of the Comprehensive Land Use Plan about ten years ago. The next update will likely begin in late summer of this year. We are working with City staff to identify the City's needs, process, and timeline.

Rice County 2017 Pavement Rehabilitation

Rice County's contractor, Crane Creek Asphalt, completed the bituminous paving through the City (CSAH 1, CSAH 8, and CSAH 20) at the beginning of June.

CSAH 1 Reconstruction

The County received 50% plans for review on or about 5/19/17; they indicated that they would review, make minor revisions, then forward to the City for review. City has not yet received any updated plans. The lighting style and fixture used at Stafford Road/CR 1 will be consistent with future Stafford Road lighting and other City lighting per the City Council's approval on 4/10/17. Staff has had discussions with the County regarding construction staging and traffic routing during construction; this is an ongoing design consideration for the County.

East Cannon River Trail

On January 3, 2017, the Northfield City Council approved Change Order No. 2 which increased the construction cost by \$136,322.60 and also extended the contract by 365 days; so October 27, 2017 is the new completion date. The heavy precipitation in mid-May delayed productive activity on site. Northfield staff met on-site with Crane Creek Construction on 6/9/17. Their sub-contractor, Fitzgerald Excavating began mobilizing to the site this week and plan on starting next week. Northfield expects a finalized schedule for completion on or about 6/16/17.

Hester Street/Highway 3 Traffic Signal

We have made initial contact with MnDOT regarding the temporary traffic signal at the intersection of Highway 3/Hester Street. They have indicated that they will be discussing the timing of any upgrades for this signal in the coming weeks and months; no new information at this time.

PRV Relocation

Due to the CSAH 1 Reconstruction, the City will need to move the Pressure Reducing Valve (PRV) currently located near the north shoulder of the roadway. The City has determined that the best location for the relocated PRV is adjacent to the booster station on the east side of Highway 3. MnDOT's Roadway Regulations Supervisor has responded indicating that a Miscellaneous Work Permit will be required. The design scope and budget is being finalized for review with the City Administrator.

School/City Hall Site

A boundary and topographic survey has been prepared for this site to aid in the planning for development. City staff was working with a local contractor to install utility services to accommodate future development needs prior to the County's placement of the new bituminous wear course. A meeting will be held with the City Planner and staff on 6/13/17 to begin the site feasibility/concept plan preparation.

Wastewater Treatment Agreement

The Wastewater Treatment agreement with Northfield is being reviewed, particularly with respect to cost and capacity matters, to develop a framework for discussions with the City of Northfield.

Wellhead Protection Plan (WHP)

The City of Dundas is required to complete a Wellhead Protection Plan by 8/27/19. An initial meeting was held on 3/16/17; this meeting was documented in a Scoping Decision Notice issued by the MDH on 3/29/17. The Minnesota Department of Health will be developing the Part 1 plan over the next six months or so.

Development related

Aldi's

Construction is underway at this site. There is ongoing coordination related to the sanitary sewer and water service alignment matters.

Bridgewater Heights

Obtained background on the Bridgewater Heights development. We will be meeting with the City Attorney and City Administrator on 6/21/17 to identify options for addressing the condition of the west portion of Bluff Street.

DeMann Site

Preliminary comments on the Concept Plan were submitted for inclusion in the 3/16/17 Planning Commission packet. We are awaiting an updated submittal for review.

Dundas Dome Site

Area calculations are being prepared to determine storm water charges. Some additional site grading has been recently completed. A field inspection will be completed in the near-future to determine the current level of compliance with the City-approved plans.

K-Mart site

Staff will be in communication with the owner about the condition of the access drives and parking areas. It is our understanding the owner may also request minor alterations of the exterior, this would likely be reviewed via a site plan review by staff.

Mechanical Systems

Changes have been made to the original site design; staff will be obtaining the revised plans for review.

Ruth's on Stafford

We have received more detailed site information from the applicant's engineer, but are still awaiting detail on the storm water management before we may complete the engineering review.

DATE: June 1, 2017
TO: John McCarthy, Admin-Clk
City of Dundas
FROM: **Susan Brower**
Minnesota State Demographer
SUBJECT: 2016 Population and Household Estimates

Your April 1, 2016 population estimate is 1,490.

Your April 1, 2016 household estimate is 562.

If you have any questions or comments about these estimates, please contact the State Demographic Center, 300 Centennial Office Building, 658 Cedar Street, St. Paul, MN 55155, phone (651) 201-2473 or send an e-mail to local.estimatedata@state.mn.us. All challenges must be submitted in writing. Please refer to the enclosed sheet for details

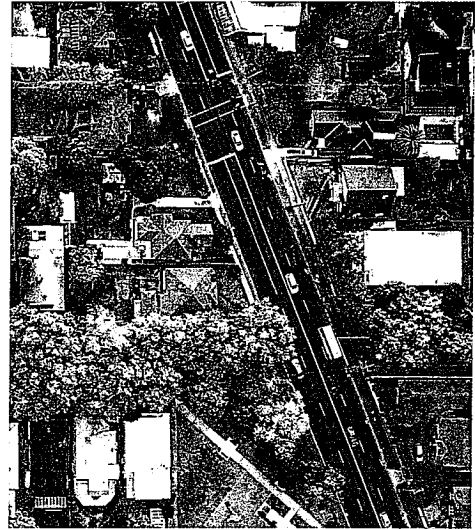
Census 2020 is starting now

An important message from the Minnesota State Demographic Center

Make sure your community gets its fair share of funding in the decade ahead

Before 2020 Census forms appear in mailboxes, the Census Bureau needs addresses. If the Bureau doesn't know that a new subdivision or apartment building has sprung up, residents could go uncounted. And that would mean less federal and state funding for your community.

In July 2017, the Census Bureau will invite local governments to help verify and update a database of all residential addresses through its Local Update of Census Addresses (LUCA) program. Counties, cities, and townships will be asked to review the Census Bureau's address file, check it for accuracy, and supplement the file with new or additional addresses. The review itself will begin in early 2018.



What do you need to do?

Just look for the Census Bureau's LUCA invitation in July. The Bureau will mail packets to the highest elected official of your county, city, or township and "cc" any additional contacts it has on file. You can help by making sure that that packet doesn't get accidentally overlooked. LUCA registrations must be returned to the Census Bureau by December 2017.

m MINNESOTA STATE
DEMOGRAPHIC CENTER
DEPARTMENT OF ADMINISTRATION

Have more questions? Send us an email: demography.help@state.mn.us
We're pretty friendly.