

**DUNDAS CITY COUNCIL  
REGULAR MEETING AGENDA  
Monday, October 9, 2017  
7:00 p.m. Dundas City Hall**

- 1. Call to Order/Pledge Allegiance**
- 2. Roll Call:** Mayor Glenn Switzer; Councilors John Cruz, Larry Fowler, Grant Modory, Chad Pribyl
- 3. Presentation/Public Forum**
- 4. Approval of Agenda\***  
Motion by \_\_\_\_\_, second by \_\_\_\_\_
- 5. Consent Agenda**
  - a. Approval of Regular Meeting Minutes of September 25, 2017\*
  - b. Resolution 2017-26\* Resolution Accepting Donation from Mac and Jacquelyn Gimse
  - c. 2016 Lift Station and Forcemain Change Order #3\*
  - d. Special Action Claims:
    - i. US Bank GO Sewer Revenue Bonds, Series 2016A - \$11,202.50
    - ii. Menard Escrow Return - \$7,794.90
  - e. Expenditures\* - \$91,366.61  
Motion by \_\_\_\_\_, second by \_\_\_\_\_
- 6. Old Business**
  - a. Status of Complaints\*  
Motion by \_\_\_\_\_, second by \_\_\_\_\_
  - b. Consider Accepting Proposal for Residential Solid Waste Collection\*  
Motion by \_\_\_\_\_, second by \_\_\_\_\_
- 7. Ordinances and Resolutions**
  - a. Resolution 2017-27\* Resolution Ordering the Preparation of a Feasibility Report for Cannon Road Improvement Project  
Motion by \_\_\_\_\_, second by \_\_\_\_\_
- 8. New Business**
  - a. Appointment to Negotiation Team with LELSI\*  
Motion by \_\_\_\_\_, second by \_\_\_\_\_
- 9. Reports of Officers, Boards and Committees**
  - a. City Attorney – Paula Callies
  - b. City Engineer\* - John Powell
  - c. City Administrator/Clerk/Treasurer\* - John McCarthy
  - d. Mayor, Councilors and Committees
- 10. Announcements**
  - a. Park and Recreation Advisory Board Meeting – Tuesday, October 10 at 7:00 PM
  - b. CSAH 1 Reconstruction Open House – Wed., October 11, 5-7:00 PM at Northfield Senior Center
  - c. Intergovernmental Meeting – Wednesday, October 18 at 7:00 PM
  - d. Planning Commission Meeting – Thursday, October 19 at 7:00 PM
  - e. City Council Meeting – Monday, October 23, 2017 at 7:00 PM
- 11. Work Session**
  - a. Review PRV Replacement\*
  - b. Review Complaint Procedure\*
- 12. Adjourn**  
Motion \_\_\_\_\_, Second \_\_\_\_\_

**DUNDAS CITY COUNCIL**  
**REGULAR MEETING MINIUTES**  
**Monday, September 25, 2017**  
**7:00 p.m. Dundas City Hall**

**UNOFFICIAL MINUTES**

Present: Mayor Glenn Switzer, Councilors John Cruz, Larry Fowler, Grant Modory, Chad Pribyl  
Staff Present: City Attorney Paula Callies, City Engineer John Powell, City Administrator/Clerk John McCarthy, Deputy Clerk Linda Ripka

**CALL TO ORDER/PLEDGE ALLEGIANCE**

Mayor Switzer called the Council meeting to order at 7:00 p.m. with the Pledge of Allegiance.  
A quorum was present.

**PRESENTATION/PUBLIC FORUM**

*Sean Adams*, business owner of Firehouse Liquor at 607 Stafford Road N, explained the reconstruction of a curb as part of the Aldi project eliminated a shared access to his business.

*Greg Grimm*, 209 1st Street N, expressed concern about the Chapel Brewery closing at 10:00 p.m. as the other night the doors were closed but people were still inside after 10 p.m.

*Roger and Kathy DeFour*, 200 3rd Street N, indicated noise coming from the Menards storage area during the night is disturbing sleep and creating a nuisance. She indicated the neighborhood is experiencing increased noise from Menard's as compared to when they first opened She presented a petition requesting the City enforce the noise ordinance.

**APPROVAL OF AGENDA**

**Motion by Cruz, second by Pribyl, to approve the agenda with discussion under Old Business of Firehouse Liquor Driveway, Chapel Brewing Closing Time, Menard's Noise Control. Motion Carried Unanimously (MCU)**

**CONSENT AGENDA**

**Motion by Pribyl, second by Fowler, to approved the consent agenda as follows:**

**Regular Meeting Minutes of September 11, 2017;**

**Kavanagh Co LL Building Permit 3524 Overpayment - \$6.00;**

**Special Action Claims: Swenke IMS Contracting LLC, Payment 7 - \$80,987.50;**

**Expenditures - \$167,794.60. MCU**

**OLD BUSINESS**

Firehouse Liquor Driveway – Administrator McCarthy reported that the before Aldi's project closed a drive which was shared with the former Corner Mart property. He stated the reconstruction of the curb as shown on the Aldi plan indicated elimination of the shared driveway and installation of full curb to the north Firehouse driveway. A discussion followed regarding driveway access and what should have been done. Councilor Modory explained if it was the fault of the City, then the City should correct. Mayor Switzer suggested working with the owner for a solution.

Chapel Brewing Closing Time

Administrator McCarthy indicated he will be reviewing the business hours and parking issues with Chapel's owners. Councilor Modory felt information was not adequately addressed thru their social media. Mayor Switzer indicated McCarthy should document the concerns when addressing with the owners.

Menard's Noise Control

Administrator McCarthy stated the enforcement mechanism for noise is described in state rules. He stated a violation must be measured according to a specific procedure and the noise has to exceed a certain level for a certain period of time during the time.

## OLD BUSINESS

### Menard's Noise Control (cont't)

McCarthy reported the measurement requires sophisticated equipment and operator training which the City doesn't have. He stated the City does not regulate hours of operation for a commercial business in the B2 zoning district.

Council directed Attorney Callies to review city ordinances for nuisance or any other areas which may be applicable to the concern.

## ORDINANCES AND RESOLUTIONS

### Ordinance 2017-03 An Ordinance Establishing a Planned Unit Development Overlay District for Cannon River Valley Estates

Administrator McCarthy reviewed the change made in the PUD Ordinance for the project subsequent to being reviewed at prior meeting. Attorney Callies stated the order of approving a PUD project in the current ordinances should be revised.

**Motion by Fowler, second by Modory, to approve Ordinance 2017-03. MCU**

### Resolution 2017-24 A Resolution Accepting Bids and Awarding Contract for the 2017 Sidewalk Improvements

City Engineer Powell reported six bids were received with several under budget but noted there will additional expense for a sidewalk crossing of the railroad right-a-way. He stated staff is recommending the construction contract be awarded to the Healy Construction Company with a bid of \$146,390.04.

**Motion by Modory, second by Pribyl, to approve Resolution 2017-24. MCU**

### Resolution 2017-25 A Resolution Ordering the Preparation of a Feasibility Report for the Stafford Road North Improvement Project

Engineer Powell indicated the Stafford Road North improvement project is on the 2018 CIP and can be initiated by the Council. He explained what the feasibility report is required in order to bond for the project. He stated a separate feasibility report will be prepared for Cannon Road; however, the projects can be bid together.

**Motion by Fowler, second by Cruz, to approve Resolution 2017-25. MCU**

## NEW BUSINESS

### Consider Declaring Surplus Computers

**Motion by Modory, second by Cruz, to declare several computers surplus, require removal and destruction of the hard drives and instruct staff to dispose of in an acceptable manner. MCU**

## REPORTS OF OFFICERS, BOARDS AND COMMITTEES

### City Attorney – Paula Callies

Callies indicated waiting for the final plat application for the DeMann's Cannon Valley Estate project.

### City Engineer - John Powell

Powell explained certain ground work on the Cannon Valley Estates project may begin prior to approval of the final plat.

### City Administrator/Clerk/Treasurer - John McCarthy

*Financial:* McCarthy stated general fund revenue is up over previous year.

*Sold Waste Collection:* McCarthy reported three proposals were received and are being reviewed. He stated will be addressed at the next Council meeting.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Administrator/Clerk/Treasurer - John McCarthy (con't)

*Rice County Transportation Improvement Plan:* McCarthy reviewed projects located in the area of Dundas which are included in the 10-year plan.

*Aldi Inc.*- McCarthy reported the new store will open October 5th.

*NAFRS* – McCarthy stated six new firefighters have been accepted for training. He indicated the NAFRS Board discussed the new building and cost. A presentation will be made to the Northfield City Council on October 2nd.

*Police Vehicles* – McCarthy reported the old police car has been sold, and there are four forfeiture cars in various stages of the title clearance process.

Mayor, Councilors and Committees

Park and Recreation Advisory Board

Councilor Fowler explained the Board would like trees planted in Pinnacle Park and the Trailhead. A “Truck and Treat” event will be held at Memorial Park on Saturday, October 28, 2017.

WORK SESSION

General Fund Budget Review

Administrator McCarthy reviewed the cash requirement to support the 2018 CIP Projects noting projections are only made for the 2018 and the following three years. He indicated projections for the road reconstructions include an assessment of about \$200/year for each affected property.

Review Water Enterprise Fund

Administrator McCarthy stated operating revenue and expense for Water Enterprise Fund is staying within budget. If rates stay the same, the current projections indicate a shortfall in the recommended reserves in about four (4) years. He suggested a possible \$1.00 per month base fee increase to prevent any shortfall until 2025.

Review Sanitary Sewer Enterprise Fund

Administrator McCarthy stated operating revenue and expense for Sewer Sanitary Sewer show a cash flow problem and looking at 5.0 % increase in expenses. He indicated an increase sewer rates may be needed in a few years, but suggested it would not be necessary at this time.

Consider Request to Purchase Compact Truck Loader

Administrator McCarthy reviewed a recommendation from Public Works Director Meliza suggesting the City purchase a skidsteer loader instead of continuing to lease during winter months. He stated there are some reserves which could be applied to the purchase and an interfund loan could be used to provide the remainder. Councilor Modory asked about ongoing expenses such as maintenance and other operating costs. McCarthy stated doesn't feel it's necessary for the daily operation of the department except for winter use. Councilor Cruz suggested checking to see if the City can lease at a lower rate. Councilor Pribyl asked for local bids on the equipment.

ADJOURN

**Motion by Cruz, second by Fowler, to adjourn the meeting at 9:26 p.m. MCU**

Submitted by:

Attest:

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John M. McCarthy, Administrator/Clerk

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Glenn Switzer, Mayor