

DUNDAS CITY COUNCIL
INITIAL and REGULAR MEETING AGENDA
Monday, January 08, 2018
7:00 p.m. Dundas City Hall
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- 1. Call to Order/Pledge Allegiance**
- 2. Roll Call:** Mayor Glenn Switzer; Councilors John Cruz, Larry Fowler, Grant Modory, Chad Pribyl
- 3. Public Forum**
- 4. Approval of Agenda***
- 5. Initial Meeting**
 - a. Resolution 2018-01* A Resolution Designating Depositories and Establishing Procedures for Depositing and Investing Funds
Motion by____, **second by**____
 - b. Name Official Newspaper - *Faribault Daily News*
Motion by____, **second by**____
 - c. Appoint Acting Mayor
Motion by____, **second by**____
 - d. Appoint Officers and Members of Departments, Boards, Commissions, Committees
Motion by____, **second by**____
 - e. Appoint Council Members to City Council Committees
Motion by____, **second by** ____
- 6. Consent Agenda**
 - a. Approval of Regular Meeting Minutes of December 18, 2017*
 - b. Resolution 2018-02* A Resolution Approving Excess Collateral and Rescinding 2017-02
 - c. Special Action Claims:
 - i. MN Rural Water Annual Membership 2018 - \$567.70
 - ii. NAFRS Semi-Annual Payment - \$15,290.25
 - iii. US Bank GO Series 2013A Bond P&I – \$460,966.25
 - iv. DeMann Properties Tax Abatement - \$1,526.47
 - v. League of MN Cities Insurance Trust (two deductibles) - \$500.00
 - vi. Northfield History Collaborative Partnership Annual Dues* - \$200.00
 - f. Expenditures* - \$563,349.52
- 7. Old Business**
 - a. Approve WSB Design Phase Services for PRV*
Motion by____, **second by** ____
- 8. Ordinances and Resolutions**
 - a. Ordinance 2018-01* An Ordinance Amending Chapter 301 Planning Commission
Motion by____, **second by** ____
 - b. Ordinance 2018-02* An Ordinance Amending Chapter 304 Park and Recreation Advisory Board
Motion by____, **second by** ____
- 9. New Business**
 - a. LMC 2018 Leadership Conference*
Motion by____, **second by** ____
 - b. Ehlers MN Public Finance Seminar*
Motion by____, **second by** ____
- 10. Reports of Officers, Boards and Committees**
 - a. City Attorney
 - b. City Engineer*
 - c. City Administrator/Clerk/Treasurer*
 - d. Mayor, Councilors and Committees

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11. Announcements

- a. Park and Recreation Advisory Board Meeting – Tuesday, January 9 at 7:00 PM
- b. City Hall Closed – Monday, January 15 Holiday
- c. Intergovernmental Meeting – Wednesday, January 17 at 7:00 PM Northfield City Hall
- d. Dundas Planning Commission Meeting - Thursday, January 18 at 7:00 PM
- e. City Council Meeting – Monday, January 22 at 7:00 PM

12. Work Session

- a. Review Draft Downtown Dundas Development RFQ*
- b. Review Draft Council Per-Deim Policy

13. Adjourn

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES
Monday, December 18, 2017
7:00 p.m. Dundas City Hall**

UNOFFICIAL MINUTES

Present: Mayor Glenn Switzer, Councilors Larry Fowler, Grant Modory, Chad Pribyl

Absent: Councilor John Cruz

Staff Present: City Attorney Paula Callies, City Engineer John Powell, City Administrator/Clerk John McCarthy, Deputy Clerk Linda Ripka

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL

Mayor Switzer called the Council meeting to order at 7:03 p.m. A quorum was present.

PRESENTATION/PUBLIC FORUM

Recycling Green Team Check Presentation

Mayor Switzer presented a Green Team check from Waste Management to St. Dominic School children for \$873.00 for collection of 58.19 tons of recycling paper and cardboard. They reported the funds will be used to support a class trip to the environmental learning center.

Complaint

Gregory and Ross Becker of 1607 Knoll Court, Dundas, reviewed a complaint regarding noise emanating from a neighbor's backyard skating rink.

APPROVAL OF AGENDA

Motion by Fowler, second by Modory, to approve the agenda. Motion Carried Unanimously (MCU)

CONSENT AGENDA

Motion by Modory, second by Fowler, to approve the consent agenda as follows:

Regular Meeting Minutes of December 11, 2017;

Transfer from Fund 405 Tax Increment Dist. 2 to Fund 31 West Tower Dist. 3 - \$36,402.00;

Transfer from Fund 405 Tax Increment Dist. 2 to Fund 601 Water Enterprise Fund - \$362,514.00;

Expenditures - \$29,186.43. MCU

OLD BUSINESS

Consider Responses to RFP for Criminal Prosecution Services

Administrator McCarthy reported receiving five responses to a request for criminal prosecution services. Based on information provided, it is the recommendation of staff to accept the proposal of Eckberg Lammers, PC. He stated the firm specializes in criminal prosecutions and proposed an annual fixed fee for services.

Wendy Murphy of Eckberg Lammers was present and indicated she has previously worked with Dundas and Northfield police officers.

Motion by Modory, second by Fowler, to accept the proposal submitted by Eckberg Lammers, PC to provide criminal prosecution services and authorize the Mayor and City Administrator to sign an agreement. MCU

ORDINANCES AND RESOLUTIONS

Resolution 2017-38 A Resolution Requesting Part-time Police Officer Tyler S. Johnson Acceptance as a Member of Public Employees Police and Fire Plan

Motion by Pribyl, second by Fowler, to approve Resolution 2017-38. MCU

ORDINANCES AND RESOLUTIONS (con't)

Resolution 2017-39 A Resolution Designating 2018 Polling Precinct Location for the City of Dundas

Motion by Pribyl, second by Modory, to approve Resolution 2017-39. MCU

Resolution 2017-40 A Resolution Relating to the Termination of Tax Increment District #2 and Directing Decertification thereof by the County Auditor

Motion by Fowler, second by Modory, to approve Resolution 2017-40. McCarthy indicated Tax Increment District #2 will end on December 31. **MCU**

Resolution 2017-41 A Resolution Supporting the Northfield Area Fire and Rescue Service 2018 Facility Construction and Renovation Project

Motion by Modory, second by Switzer, to approve Resolution 2017-41. Administrator McCarthy reviewed the construction cost and payment cycle explaining the change in maturity bonds from 15 to 20 years will cost about \$500,000. Mayor Switzer reviewed improvements in communication and process which were apparent the past year of meetings for a new facility. **MCU**

NEW BUSINESS

Consider Audit Services

Administrator McCarthy reported current City Auditor Thomas Cummings has informed the City he sold his practice to Hawkins/Ash CPAs of Rochester, MN, and has joined their firm. He stated the City has received an engagement letter indicating the firm can prepare a 2017 Financial Statement with the same terms, conditions and cost as Cummings had proposed. He will be the auditor for Dundas.

Motion by Pribyl, second by Fowler, to approve Hawkins/Ash CPA to prepare the Independent Auditor's Report and 2017 Financial Statements for the City. MCU

Appoint Representative to Northfield Area Fire Rescue Service (NAFRS) Board (Three-year Term)

Motion by Modory, second by Fowler, to appoint Mayor Glenn Switzer as the voting representative of Dundas to a three-year term on the NAFRS Joint Power Board. MCU

Approve Cigarette Licenses for 2018

Four Browns, LLC d/b/a MGM Wine and Spirits

Motion by Modory, second by Pribyl, to approve 2018 Cigarette License for Four Browns, LLC, d/b/a MGM Wine and Spirits at 420 Schilling Drive North of Dundas. MCU

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Attorney – Paula Callies

Callies reported she is continuing to work on codification and code amendments.

City Administrator/Clerk/Treasurer - John McCarthy

Financial (and Investment Report) – McCarthy gave brief report stating finances look good.

Mayor, Councilors and Committees

Council briefly discussed the noise complaint.

Mayor Switzer called for a short break at 8:16 to clear the room before the closed meeting.

CLOSED MEETING AS ALLOWED BY MN STATUTE §13D.03 FOR LABOR NEGOTIATION STRATEGY INVOLVING LELSI LOCAL #327

Mayor Switzer closed the regular meeting at 8:20 p.m. as permitted by MN Statute Section §13D.03 to discuss the City's labor negotiations with Law Enforcement Labor Services, Inc., (LELSI), Local #327.

Mayor Switzer reopened the regular Council meeting at 8:37 p.m. stating the Council held a closed meeting to discuss the City's labor negotiations with LELSI Local #327. Present were Councilors Larry Fowler, Grant Modory, Chad Pribyl, Mayor Glenn Switzer; City Attorney Paula Callies and City Administrator John McCarthy.

ADJOURN

Motion by Pribyl, second by Fowler, to adjourn the meeting at 8:38 p.m. MCU

Submitted by:

Attest:

John M. McCarthy, Administrator/Clerk

Glenn Switzer, Mayor