

**DUNDAS CITY COUNCIL  
REGULAR MEETING AGENDA  
Monday, November 13, 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 October 23, 2017\*
  - b. Resolution 2017-30\* Certifying Unpaid Storm Water Fees
  - c. Special Claims:
    - i. Erosion Fee Deposit Returns (2) - \$3,000
  - d. Expenditures\* - \$95,144.68  
**Motion by \_\_\_\_\_, second by \_\_\_\_\_**
- 6. Old Business**
  - a. Purchase Compact Track Loader\*  
**Motion by \_\_\_\_\_, second by \_\_\_\_\_**
  - b. Consider Annexation Tax Rebate\*  
**Motion by \_\_\_\_\_, second by \_\_\_\_\_**
- 7. Ordinances and Resolutions**
  - a. Resolution 2017-31\* Accepting Proposal for Residential Solid Waste Collection  
**Motion by \_\_\_\_\_, second by \_\_\_\_\_**
  - b. Resolution 2017-32\* Approving Final Plat for Cannon River Valley Estates  
**Motion by \_\_\_\_\_, second by \_\_\_\_\_**
  - c. Resolution 2017-33\* Approving Final Plan for Cannon River Valley Estates  
**Motion by \_\_\_\_\_, second by \_\_\_\_\_**
- 8. New Business**
  - a. Zoning Administrator for Annexation Reserved Districts (ARD)\*  
**Motion by \_\_\_\_\_, second by \_\_\_\_\_**
  - b. Consider Setting Utility Fees\*  
**Motion by \_\_\_\_\_, second by \_\_\_\_\_**
  - c. Consider Wages for Part-Time Police Officer  
**Motion by \_\_\_\_\_, second by \_\_\_\_\_**
  - d. Consider Request for Proposal (RFP) for City Prosecution Services\*  
**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 & Recreation Advisory Board Meeting – Tuesday, November 14 at 7:00 PM
  - b. City Council Meeting – Monday, November 27, 2017 at 7:00 PM
  - c. Truth and Taxation Meeting and City Council – Monday, December 11 at 7:00 PM
- 11. Work Session**
  - a. Review 2018 Budget\*
  - b. Review Draft Code Title VII\*
- 12. Adjourn**  
**Motion \_\_\_\_\_, Second \_\_\_\_\_**

**DUNDAS CITY COUNCIL  
REGULAR MEETING MINUTES  
Monday, October 23 , 2017  
7:00 p.m. Dundas City Hall**

**UNOFFICIAL MINUTES**

Present: Mayor Glenn Switzer, Councilors John Cruz, Larry Fowler, Chad Pribyl

Absent: Councilor Grant Modory

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 7:01 p.m. with the Pledge of Allegiance. A quorum was present.

**PRESENTATION/PUBLIC FORUM**

*Lee Skaar* of 307 Grindstone Lane, stated replacement pins from a 2014 a storm water project have not been completed for the homes involved.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

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

**Regular Meeting Minutes of October 9, 2017;**

**Resolution 2017-28 A Resolution Certifying Unpaid Utilities;**

**Expenditures - \$98,362.06. MCU**

**OLD BUSINESS**

Administrator McCarthy explained an error in calculation of the costs was discovered, the proposers were contacted and he is requesting Council reconsider based on updated information.

Proposal for Residential Solid Waste Collection

**Motion by Fowler, second by Cruz, to reconsider motion approving a contract for residential waste collection with DSI.** McCarthy reviewed an updated cost comparison of Waste Management and Dick's Sanitation Inc. over a five-year period based on annually cost and stated the prior cost estimate was inadvertently based on a monthly instead of annual figures. He explained the total cost for DSI comes in about \$15,000 more over the five-year period. He indicated DSI has an excellent reputation for customer service and the City continues to receive complaints on missed pickups and other problems with current hauler. McCarthy stated DSI proposed a higher reimbursement for the youth recycling program. Deputy Clerk Ripka indicated the service has declined the past two years under Waste Management noting one day all garbage was not picked up and City was not informed until after hours, in December pickup time was changed without notifying the City, and the recycling program's green teams for this year have not received their funds. Council discussed customer service, staff time, youth recycling and cost.

Council Pribyl called the question. Prior to voting, Switzer reminded the Council that a no vote would permit the previous motion to stand.

**Motion Failed 3 to 1. Roll Call: YES: Fowler; NO: Switzer, Fowler, Cruz.**

Purchase Compact Track Loader

Administrator McCarthy reviewed six quotes from four suppliers on a compact track loader for the Public Works Department. Director Meliza recommends the Bobcat T595 due to having more horsepower, two speed travel and higher dump height than the lower priced Deere. McCarthy stated funds for the purchase could be sourced from the public works budget operating and reserves, and a transfer from excess reserve in the refuse fund.

## ORDINANCES/RESOLUTIONS

### Resolution 2017-29 A Resolution Accepting Irrevocable Letter of Credit for the DeMann Riverside Properties, LLC

**Motion by Pribyl, second by Cruz, to approve Resolution 2017-29.** Administrator McCarthy stated a Letter of Credit (LOC) was necessary before beginning any ground work. He stated a LOC in the amount approved by the City Engineer has been received. **MCU**

## REPORT OF OFFICERS, BOARDS AND COMMITTEES

### City Attorney – Paula Callies

Callies stated continues to work on the DeMann Riverside Development project.

### City Engineer - John Powell

Powell reported the Bluff Street paving has been completed. He reported construction meetings are scheduled on the sidewalk and the DeMann development projects.

Councilor Pribyl inquired regarding the status of the Dundas Dome. Powell reviewed the punch list. McCarthy stated the temporary occupancy permit has expired and the Dome is not useable except for maintenance.

**Motion by Switzer, second by Pribyl, that staff is to inform owners of the Dundas Dome of the expired Temporary Certificate of Occupancy and determine a framework to complete the punch list. MCU**

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

*Financials:* McCarthy reported on the areas showing increases and decreases in each of the funds.

*Complaints:* McCarthy stated response for some has been delayed due to time constraints.

*Annexation Tax Rebate:* McCarthy reported still waiting for Township to send proper data so City can audit and release tax rebate due.

*Panel Removal on Zander Property:* McCarthy reported visual inspection indicates no concrete panels.

*Solar Garden:* McCarthy reported he has been approached regarding a proposal to build a Community Solar Garden on a property in Dundas.

*State of the City:* McCarthy reported the Northfield Area Chamber of Commerce is offering to host a State of the City function for Dundas as a luncheon on November 14 or 15.

*Excess Total Suspended Solids (TSS):* McCarthy reported Northfield has measured excess TSS in the sanitary sewer system and City staff has been working to identify the area and source.

*MGM Wine and Spirits:* McCarthy reported the MGM store will have a grand opening on October 28.

*NAFRS Finance Committee:* McCarthy reviewed the meeting of October 1 and reported the smaller townships may be reviewing options for fire protection due to concerns about future costs and the lease agreement with Northfield.

*Area Intergovernmental Meeting:* McCarthy reviewed the October 18 meeting stating the townships biggest concerns appear to be wild parsnip control. Northfield reviewed proposed improvements on Jefferson Parkway E, and Rice County offered information on the CSAH #1 project.

*NAFRS:* McCarthy reported the monthly Board meeting's main issue was the proposed facility. He stated Northfield Rural Fire has prepared a list of concerns including terms of lease, rental amount, etc. He reported a copy of the proposed lease was received but staff has not reviewed.

Mayor Switzer reported due to lack of support a proposal to engage a facilitator failed.

## WORK SESSION

### Review Refuse Enterprise Fund

Administrator McCarthy reported the proposed budget for 2018 anticipated a reduction of \$1.50 per container, based on the higher of the two responses to the RFP.

Review Storm Sewer Enterprise Fund

Administrator McCarthy indicated there is no recommendation to adjust the Storm Water rates.

Review Draft Code Title I and III

Administrator McCarthy reported there is are no changes in Title I but a recommended change in Title III to remove designation of the City Attorney and City Engineer as ex-officio members of the Planning Commission. Attorney Callies stated other changes to consider.

ADJOURN

**Motion by Cruz, second by Fowler, to adjourn the meeting at 8:53 p.m. MCU**

Submitted by:

Attest:

\_\_\_\_\_  
John M. McCarthy, Administrator/Clerk

\_\_\_\_\_  
Glenn Switzer, Mayor