

**DUNDAS CITY COUNCIL
REGULAR MEETING AGENDA
Tuesday, June 11, 2018
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***
- 5. Consent Agenda**
 - a. Regular Meeting Minutes of May 29, 2018*
 - b. ATV Permit New Applicant – Kelly Ludvigson
 - c. Expenditures* - \$99,472.03**Motion by**____, **second by**____
- 6. Old Business**
 - a. Approve 2018 Capital Improvement Plan*
Motion by____, **second by**____
 - b. Consider Approving Impound Contract with Countryside Animal Hospital*
Motion by____, **second by**____
- 7. Ordinances and Resolutions**
 - a. Resolution 2018-31* A Resolution Appointing Election Judges for the 2018 Elections
Motion by____, **second by**____
 - b. Resolution 2018-32* A Resolution Requesting Wine at Pavilion
Motion by____, **second by**____
- 8. New Business**
 - a. Accepting Resignation of John Klockeman from Dundas Planning Commission*
Motion by____, **second by**____
- 9. Reports of Officers, Boards and Committees**
 - a. City Attorney
 - b. City Engineer
 - c. City Administrator/Clerk/Treasurer*
 - d. Mayor, Councilors and Committees
- 10. Announcements**
 - a. Park and Recreation Advisory Board Meeting – Tuesday, June 12 at 7:00 PM
 - b. Planning Commission Regular Meeting – Thursday, June 21 at 7:00 PM
 - c. Sculpture Dedication Event * – Saturday, June 23 at Trailhead from 10 AM to 1:00 PM
 - d. City Council Regular Meeting – Monday June 25 at 7:00 PM
- 11. Work Session**
 - a. Review Draft 2019 Operating Budget Parks*
- 12. Adjourn**

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES**

**Tuesday, May 29, 2018
7:00 p.m. Dundas City Hall**

UNOFFICIAL MINUTES

Present: Mayor Glenn Switzer; Councilors John Cruz, Larry Fowler, Grant Modory,

Absent: Councilor Chad Pribyl

Staff Present: City Engineer John Powell, Administrator 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.

PUBLIC FORUM/PRESENTATION

Greg Grimm of 209 1st St N requested consideration of a marked crosswalk at the corner of Hester Street East and First Street North. He also expressed concern about a request by Chapel Brewing to be permitted to serve alcohol outside during a special event to be held on July 7. He indicated he understood music was requested along with being open later than normal closing and reminded Council of the residential area around Chapel.

APPROVAL OF AGENDA

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

CONSENT AGENDA

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

Regular Meeting Minutes of May 14, 2018;

ATV Permit New Applicant Michael Hachfeld;

Special Action Claims:

League of MN Cities Worker's Comp Insurance - \$14,769.00;

League of MN Cities Property & Liability Insurance - \$43,232.00;

Expenditures - \$102,161.80. MCU

PUBLIC HEARING

Vacation of a Drainage and Utility Easement

Open Public Hearing – Mayor Switzer opened the public hearing at 7:05 p.m.

Staff Presentation – Administrator McCarthy explained the vacation of the easement is a requirement of the Planned Unit Development which permitted the expansion of the Menard's storage area.

Public Comment – No public comment was received.

Close Public Hearing – Mayor Switzer closed the public hearing at 7:08 p.m.

Regarding Adoption of Street Plan and Issuance of Bond

Open Public Hearing – Mayor Switzer opened the public hearing regarding adoption of a 5 year Street Reconstruction Plan and issuance of General Obligation Street Reconstruction Bonds at 7:08 p.m.

Staff Presentation – Administrator McCarthy introduced Doug Green of Springsted, Inc. Green stated the public hearing is a requirement of state statutes to review any proposed bonding for street construction. He stated the plan is to provide for three street projects by issuing General Obligation Bonds, Series 2018A totaling \$830,000. He stated there are three street reconstructions with \$405,000 for Stafford Road, \$320,000 for Cannon Road and \$105,000 for CSAH 1 Underpass. He reviewed the debit service schedule, time line and procedure to issue the bonds. Green explained the process permits a reverse referendum if a petition signed by 5% of the voters in the last election is submitted within 30 days.

PUBLIC HEARING

Regarding Adoption of Street Plan and Issuance of Bond (Con't)

Public Comment – No public comment was received.

Close Public Hearing: Mayor Switzer closed the public hearing at 7:11 p.m.

OLD BUSINESS

Consider Approving Draft of Codification as Prepared by American Legal Publishing

Motion by Modory, second by Fowler, to approve the response and City's comments to the draft codification as prepared by American Legal Publishing. Administrator McCarthy reviewed staff comments and noted changes requested. **MCU**

Appoint Comprehensive Plan Steering Committee

Administrator McCarthy reported as part of working with the consultant company, NAC, a Comprehensive Plan Steering Committee needs to be developed.

Motion by Fowler, second by Cruz, to appoint a five-member Ad Hoc Comprehensive Plan Steering Committee consisting of the Mayor, Planning Commission Chair, City Engineer, City Planner and City Administrator. **MCU**

ORDINANCES/RESOLUTION

Resolution 2018-26 A Resolution Approving Vacation of Drainage and Utility Easement

Motion by Modory, second by Fowler, to approve Resolution 2018-26. **MCU**

Resolution 2018-27 A Resolution Adopting a Street Reconstruction Plan and Authorizing the Issuance of Bonds

Motion by Cruz, second by Fowler, to approve Resolution 2018-27. Doug Green of Springsted, Inc. explained the bonds would be issued to finance the three street reconstruction projects for \$830,000 and a water valve replacement costing \$335,000 for a total of \$1,165,000. He reviewed the time line for the key events relative to issuing the bonds. He explained what might be expected regarding bidding interest and reviewed the debt service schedule for the City. **MCU**

Resolution 2018-28 A Resolution Authorizing the Sale of Series 2018A GO Bonds

Motion by Modory, second by Cruz, to approve Resolution 2018-28. **MCU**

Resolution 2018-29 A Resolution Amending NAFRS Joint Powers Agreement, Section 17a and Exhibit "D"

Motion by Modory, second by Switzer, to approve Resolution 2018-28. Administrator McCarthy reviewed the process and reason for the requested amendment along with the estimated cost to Dundas. He indicated the Joint Powers Agreement requires a recalculation of the annual assessment every two years and the recalculation will result in a small change to the annual cost. **MCU**

Resolution 2018-30 A Resolution Requesting No Parking on Section of CSAH#1

Motion by Cruz, second by Fowler, to approve Resolution 2018-30. Administrator McCarthy stated City staff has worked with Rice County to permit the posting of no parking on a portion of Hester Street East/CSAH#1 along the north side of Hester Street East. He reviewed the public safety concerns supporting the request. **MCU**

NEW BUSINESS

Approve Outside Music at Event

Councilor Fowler recused himself and left the dais.

Motion by Modory, second by Cruz, to waive the prohibitions of Dundas City Code § 902.18(5) & (6) on Friday, June 8, 2018 until 11:59 PM for a private event to be held at L&M Bar. **MCU**

NEW BUSINESS (con't)

Councilor Fowler returned to his seat.

Approve Chapel Brewing Event

Motion by Switzer, second by Cruz, to approve a request from Chapel Brewing to permit outside service of alcohol on July 7, 2018 during normal business hours in a fenced in area of their parking lot with the provision the eastern fence line be located at the east wall of the brewhouse. Further no parking will be permitted on the north side of Hester Street East, Chapel Brewing will provide adequate restroom facilities, provide adequate crowd control to insure consumption only occurs in the permitted areas and clean up the run route.

Administrator McCarthy reviewed the request from Chapel Brewing to permit outside service and consumption in a fenced area of their parking lot. Councilor Fowler expressed concern regarding the capacity of the area related to the event and potential conflict with the residential nature of the area. Councilor Modory explained there may have been a misunderstanding regarding the time as the event would occur during normal business hours. Mayor Switzer explained the need to prohibit parking on the north side of Hester Street East. Councilor Cruz asked if there was enough restroom capacity for the number expected. Mayor Switzer explained his motion to reduce the fencing area by moving the eastern most fence. Modory indicated this would be a good opportunity to determine how Chapel manages a special event.

Gregory Grimm of 209 1st St N reaffirmed his request for a marked crosswalk.

Stephanie Schultz of 108 Hester St E expressed concern regarding the run route through Dundas.

MCU

REPORTS OF OFFICERS BOARDS AND COMMITTEES

City Engineer – John Powell

Powell reported construction meeting for PRV has been rescheduled. He reported soil borings have been provided Brennan Companies to for the old school property. Councilor Modory asked about the status of the sidewalk project and Powell explained construction should restart in a week.

City Administrator – John McCarthy

Financials – McCarthy reported on the year-to-date revenues and expenditures.

Impound Contract with Countryside Animal Hospital: McCarthy reported due to recent expired contract with Countryside, staff is working on new contract with fines paid at City Hall instead of to Countryside.

Facebook – Office Johnson has created a Facebook page for the police department.

Complaint - McCarthy reviewed his response to a complaint regarding parking of a food truck and indicated the police officer on duty at the time reported the truck was legally parked.

Mayor, Councilors and Committees

Councilor Fowler expressed concern regarding parking of unpermitted vehicles on private property.

ADJOURN

Motion by Cruz, second by Fowler, to adjourn the meeting at 8:37 p.m. MCU

Submitted by:

Attest:

John M. McCarthy, Administrator/Clerk

Glenn Switzer, Mayor