

**DUNDAS CITY COUNCIL  
REGULAR MEETING AGENDA  
Monday, June 10, 2019  
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. Public Forum**
- 4. Approval of Agenda\***  
**Motion \_\_\_\_\_, second \_\_\_\_\_**
- 5. Presentation**
  - a. Wellhead Protection Plan\* – Jennifer Ronnenberg
  - b. Review Architectural Plans and Cost Estimate for New City Hall
- 6. Consent Agenda**
  - a. Regular Minutes of May 28, 2019\*
  - b. Special Minutes of May 1, 2019\*
  - c. Resolution 2019-20\* A Resolution to Authorizing Signatory Power and Authority to Open Accounts and to Deposit and Withdraw Funds
  - d. New ATV License: Douglas W Johnson
  - e. Special Action Claims:
    - i League of MN Cities Property/Casualty Premium - \$49,925.00
  - f. Disbursements\* - \$96,097.03**Motion \_\_\_\_\_, second \_\_\_\_\_**
- 7. Old Business**
  - a. Consider Increasing Funds for Professional Consulting Related to Incorporation  
**Motion \_\_\_\_\_, second \_\_\_\_\_**
  - b. Consider Approving End of Probationary Period for Police Officer John VanAlstine  
**Motion \_\_\_\_\_, second \_\_\_\_\_**
- 8. Ordinances and Resolutions**
- 9. New Business**
- 10. Reports of Officers, Boards and Committees**
  - a. City Attorney
  - b. City Engineer\*
  - c. City Administrator/Clerk/Treasurer
  - d. Mayor, Councilors and Committees
- 11. Announcements**
  - a. Park and Recreation Advisory Board – Tuesday, June 11 at 7:00 p.m. City Hall
  - b. Planning Commission Meeting – Thursday, June 20 at 7:00 p.m. City Hall
  - c. City Council Meeting – Monday, June 24 at 7:00 p.m. City Hall
  - d. City Hall Closed – Thursday, July 4th Holiday
- 12. Work Session**
  - a. Public Works 2020 Draft Budget\*
- 13. Adjourn**

**DUNDAS CITY COUNCIL  
REGULAR MEETING MINUTES**

**Tuesday, May 28, 2019  
7:00 p.m. Dundas City Hall**

**UNOFFICIAL MINUTES**

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

Absent: Councilor John Cruz and Chad Pribyl

Staff Present: City Attorney Paula Callies, City Engineer John Powell, 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.

PUBLIC FORUM – No one spoke.

**APPROVAL OF AGENDA**

**Motion by Switzer, second by Fowler, to approve the agenda with addition under New Business of Considering Approving Liquor Licenses for Martha Eats and Treats and Designating Jenelle Teppen as an Authorized Signatory for 4M Fund. Motion Carried Unanimously (MCU)**

**CONSENT AGENDA**

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

**Regular Minutes of May 13, 2019;**

**Resolution 2019-18 A Resolution to Certify Unpaid Utilities;**

**Special Action Claims:**

**LMCIT - Deductible Claim# 000000081646 - \$250.00;**

**LMC Worker's Comp Ins - \$15,601.00;**

**Disbursements - \$95,103.03. MCU**

**OLD BUSINESS**

Consider 2020 Capital Improvement Program

**Motion by Modory, second by Fowler, to accept the 2020 Capital Improvement Program. MCU**

**ORDINANCE AND RESOLUTIONS**

Ordinance 2019-05 An Ordinance Establishing a Planned Unit Development Overlay for Bridgewater Heights PUD

**Motion Modory, second Switzer, to approve Ordinance 2019-05.** Administrator McCarthy and Attorney Callies reviewed the ordinance and references to incorporation of changes added to include Summit Heights and requested changes in road construction plan. **MCU**

Resolution 2019-19 A Resolution Approving a Planned Unit Development (PUD) Preliminary and Final Plan for Properties Located in Bridgewater Heights

**Motion Fowler, second by Modory to approve Resolution 2019-19.** Administrator McCarthy reviewed the Resolution describing the references to prior resolutions amending the original development. He stated staff is working with the developer to clarify the repayment of outstanding fees. Attorney Callies suggested adding a clause to the Development Agreement on repayment. **MCU.**

**NEW BUSINESS**

Renewal for Wine On-Sale

*Martha's Eats & Treats, LLC d/b/a Martha's Eats & Treats*

**Motion by Fowler, second by Modory, to approve renewal (July 1, 2019 to June 30, 2020) for Wine-On Sale Liquor License for Martha's Eats & Treats, LLC d/b/a Martha's Eats & Treats, 236 Railway Street North, Unit 2. MCU**

## NEW BUSINESS

### Renewal for 3.2 Beer On-Sale

*Martha's Eats & Treats, LLC d/b/a Martha's Eats & Treats*

**Motion by Modory, second by Fowler, to approve renewal (July 1, 2019 to June 30, 2020) for 3.2 Beer On-Sale Liquor License for Martha's Eats & Treats, LLC d/b/a Martha's Eats & Treats at 236 Railway Street North, Unit 2, MCU**

### Consider Designating Jenelle Teppen as an Authorized Signatory for 4M Fund

**Motion by Modory, second by Fowler, to remove John McCarthy as signatory and authorize designating Jenelle Teppen as authorized signatory for 4M Fund. MCU**

## REPORTS OF OFFICERS, BOARDS AND COMMITTEES

### City Attorney – Paula Callies

Callies indicated she has been working on Bridgewater Heights PUD and Development Agreement, Bridgewater Township incorporation, and personnel issues.

### City Engineer – John Powell

Powell reported the pond dredging has been completed, work on the new city hall plans is progressing, and finishing the 2018 street, sidewalk and water projects.

### City Administrator – John McCarthy

McCarthy reported finances are on budget with the majority of the first half year general fund revenues coming in end of June.

McCarthy reviewed the recent meeting with Bridgewater Township relating to their incorporation. He explained it is his understanding the supervisors believe they can agree with the City to transfer land for development after incorporation. He stated the Township has specified various properties under consideration for inclusion in a transfer agreement and provided maps of area guided for future residential and commercial development.

Councilor Modory expressed his concern regarding the Township's stating Dundas has not been cooperative in working with them over the years. He stated there has not been communication to Dundas directly on any land agreements or future annexation. Mayor Switzer explained the Dundas Planning Commission has members representing Bridgewater Township and at no time did they indicate the Township is intending to plan and zone in the area set aside for annexation.

McCarthy stated the plans for the new city hall are progressing and their next meeting with staff should be a presentation of the plans and cost estimates.

### Mayor, Councilors and Committees

Councilor Modory expressed concern on lack of process from Bridgewater Township in following the ARD agreement. As an example, he referred to the Township's recent notice of a public hearing to consider a splitting a property located entirely in the Annexation Area and combining with a property located outside of the ARD as part of a CUP.

## WORK SESSION

### Parks 2020 Budget

Administrator McCarthy reviewed the Park and Recreation Advisory Board draft 2020 budget noting the draft has less than a 1% increase proposed for 2020 with slight increase the following years.

John McCarthy thanked the Mayor and Council for the opportunity to serve the citizens of Dundas for nearly 13 years. Mayor Switzer, Councilors Modory and Fowler thanked John for his dedication, service and guidance in being part of the City's growth.

ADJOURN

**Motion by Modory, second by Fowler, to adjourn the meeting at 8:25 p.m. MCU**

Submitted by:

Attest:

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Jenelle Teppe, City Administrator

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Glenn Switzer, Mayor

**DUNDAS CITY COUNCIL  
SPECIAL MEETING MINUTES  
Monday, May 1, 2019  
Ruth-on-Stafford**

**UNOFFICIAL MINUTES**

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

Absent: Councilors John Cruz

Staff Present: Administrator John McCarthy

**CALL TO ORDER**

Mayor Switzer called the Council meeting to order at 4:27 p.m.

**FORMAL INTERVIEW PANEL**

Liza Donabauer of DDA Human Resources reviewed the process to date involving the candidates for the city administrator's position and shared staff feedback to such questions as general impressions, strengths the candidate would bring to the position, and how the candidate would fit in with City and partner organizations.

**SELECTION OF CITY ADMINISTRATOR/CLERK/TREASURER**

Council interviewed each of the four final candidates. Discussion followed with each Council member evaluating and commenting what each of the candidates experience and knowledge could bring to the City and would be the best fit.

**Motion by Modory, second by Fowler, to offer the City Administrator position to Jenelle Teppen.  
MCU**

**ADJOURN**

**Mayor Switzer adjourned the meeting.**

Submitted by:

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Glenn Switzer, Mayor