



NOTICE for Meeting pursuant to Minn. Stat. § 13D.021

City of Dundas, Minnesota

**City Council Meeting
Notice of Meeting by Telephone or Other Electronic Means**

NOTICE IS HEREBY GIVEN that the City Council of the City of Dundas will hold a Special City Council meeting on Monday, November 23, 2020 at 7 p.m.

In accordance with the requirements of Minn. Stat. Section 13D.021, Mayor Glenn Switzer the presiding officer has determined that an in-person meeting is not practical or prudent because of a health pandemic or an emergency declared under Chapter 12 of the Minnesota Statutes.

Because of the COVID-19 health pandemic, it has been determined that attendance at the regular meeting location by members of the public is not feasible.

Because of the COVID-19 health pandemic, it has been determined that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel or chief administrative officer is not feasible.

Therefore, some or all of the City Council members may be participating by telephone or other electronic means.

Members of the public may monitor the meeting by following these directions:

Dundas City Council
Mon, Nov 23, 2020 7:00 PM - 9:00 PM (CST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/495610549>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 495-610-549

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Alternate methods of public input for this meeting:

- Send an email no later than 4 p.m. on the day of the meeting to City Administrator Jenelle Teppen at jteppen@dundas.us noting meeting item in the subject line and type your comment in the body of the email or attach a document of necessary. These comments will be sent to the entire City Council. Please note that these comments will be read at the meeting by the Mayor, unless you specifically request that they not be read.
- Send a letter containing your input to Jenelle Teppen, 216 Railway, PO Box 70, Dundas, MN 55019.
- As always, members of the public can contact council members directly via phone or email to provide input. This input will not be read publicly during the meeting.

THIS NOTICE OF REGULAR MEETING BY TELEPHONE OR OTHER ELECTRONIC MEANS IS GIVEN PURSUANT TO MINN. STAT. §13D.04.

Dated April 9, 2020

Glenn Switzer, Mayor

**DUNDAS CITY COUNCIL
REGULAR MEETING AGENDA
Monday, November 23, 2020
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/Presentation**
- 4. Approval of Agenda***
Motion _____, second _____
- 5. Consent Agenda** *(All items on the Consent Agenda are considered routine and have been made available to the City Council at least two (2) days in advance of the meeting. The items will be enacted in one motion. There will be no separate discussion of these items unless a council member or citizen so requests, in which event the item will be removed from consent agenda and considered in normal sequence.)*
 - a. Regular Minutes of November 9, 2020*
 - b. Special Meeting Minutes of November 13, 2020*
 - c. Disbursements* - \$107,112.51
Motion _____, second _____
- 6. Old Business**
- 7. Ordinances and Resolutions**
- 8. New Business**
 - a. Consider City Hall Closing December 24*
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. City Hall Closed Thursday November 26 & Friday, November 27 for Thanksgiving Holiday
 - b. Council Meeting / Truth and Taxation Hearing – Monday, December 14 at 7:00 p.m. will be online/phone meeting only
- 11. Closed Session** as allowed by Minnesota Statute §13D.05, subd. 3(c), to develop or consider offers or counteroffers for the sale of the former City Hall property at 216 Railway Street N, Dundas, MN
- 12. Adjourn**

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES
Monday, November 9, 2020
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, Administrator Jenelle Teppen
Linda Ripka, Deputy Clerk

CALL TO ORDER/PLEDGE ALLEGIANCE

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

PUBLIC FORUM/PRESENTATION – No public input.

APPROVAL OF AGENDA

**Motion by Modory, second by Pribyl. to approved the agenda with addition of Resolution 2020-45.
Motion Carried Unanimously (MCU)**

APPROVAL OF CONSENT AGENDA

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

Regular Minutes of October 26, 2020;

Resolution 2020-40 Resolution Certifying Unpaid Storm Water Fees;

Resolution 2020-41 Resolution Certifying Unpaid Utility Charges;

Resolution 2020-42 Resolution Certifying Unpaid Nuisance Property Charges;

Resolution 2020-43 Resolution Designating 2021 Polling Precinct Location for City of Dundas;

Disbursements - \$147,925.52. MCU

OLD BUSINESS

Remove from Table Motion Approving Quote for Purchase of Bobcat Toolcat 5600

Motion by Switzer, second by Pribyl, to remove from the table approving purchase of Bobcat Toolcat 5600 from Tri-State Bobcat, Inc., in the amount of 51,295 using the CARES Act funds. MCU

City Engineer Powell reviewed the request for purchasing Bobcat Toolcat 5600 and the cost of extended warranty and an attachment as requested by Council noting the cost of each which can be paid using the CARES Act funds.

Motion by Fowler, second by Pribyl, to approve purchasing a 60-month extended warranty for the Bobcat Toolcat 5600 from Tri-State Bobcat Inc. in the amount of \$4,000 and a NorthStrat Skid Sprayer from Northern Tool at a cost of \$2,000 as allowed using the CARES Act funds. MCU

Consider Approving Allocation of Remaining CARES Funds to Cover Public Safety Expenses

Motion by Modory, second by Fowler, to use the remaining CARES Act Funds of \$8,391.00 to cover public safety expenses during the allowed period of March 1, 2020, to November 15, 2020.

Administrator Teppen reviewed the amount of CARES Act Funds from the State the City received, and after the purchase of the Babcat Toolcat 5600 the remaining funds are \$8,391.98. She noted staff recommends the City use the amount to offset public safety expenses in the 2020 general fund budget. **MCU**

ORDINANCES AND RESOLUTIONS

Resolution 2020-44 A Resolution Permitting Expansion of Alcoholic Beverage Licensed Premises for the Meetinghouse, LLC, d/b/a Chapel Brewing at 15 Hester Street East

Motion Pribyl, second Switzer to approve Resolution 2020-44. Administrator Teppen presented a request from property owner of Chapel Brewing to permit expansion of their premises for serving alcohol outdoors. Discussion on neighbors and hours of operation followed. **MCU**

ORDINANCES AND RESOLUTIONS (con't)

Resolution 2020-45 A Resolution Providing for the Sale of Real Property Located at 216 Railway Street North in the City of Dundas, Minnesota, Rice County PID 17.10.4.51.006

Motion by Modory, second by Fowler, to approve Resolution 2020-45. Attorney Callies explained the resolution and relationship to the comprehensive plan. **MCU**

NEW BUSINESS

Consider Draft Request For Proposal for City Attorney Services

City Attorney Paula Callies stated she submitted her resignation as the City's Attorney to be effective December 31, 2020; however, she indicated she would stay available for necessary work but not be able to attend City Council meetings.

Motion by Modory, second by second by Fowler, to accept the letter of resignation from Paula Callies as the City's Attorney and to approve staff to proceed with RFP for Attorney Services. MCU

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Attorney – Paula Callies

Callies stated is working on the public hearing for November 19 relating to an Ordinance change in the Annexation Reserve District (ARD).

City Administrator/Clerk– Jenelle Teppen

Teppen reported the General Election of November 3rd went smoothly and everyone was very cooperative. She stated Rice County has until November 12 to send the abstracts out.

Mayor, Councilors and Committees

Mayor Switzer called for a Special Meeting for Friday, November 13 at 11:30 p.m. to certify results of the General Election.

Discussion by Council on the Truth and Taxation meeting set for December 14 allows public input.

WORK SESSION

Review 2021 Preliminary General and Enterprise Fund Budgets

Jean McGann of consulting firm AEM presented the 2021 Preliminary General and the Enterprise Fund Budgets and discussion areas in the preliminary budget noting the changes from 2020 to 2021. She reviewed the two scenarios for the street lightning and the impact on the property taxes with various home values. McGann indicated the preliminary budget doe not call for any increase in the enterprise funds. She indicated the Council can lower the preliminary budget and proposed tax levy passed in September but cannot increase the amount and the final amount will need to be submitted to Rice County in December.

CLOSED SESSIONS

Mayor directed public to leave but could rejoin after the two closed meetings.

As Allowed by MN Statute §13D.03 for Labor Negotiations Strategy involving LELS Local #32

Mayor Switzer closed the regular meeting at 7:48 p.m. as allowed by MN Statute Statutes §13D.03, for labor negotiations strategy involve LELS Local #32.

Mayor Switzer reopened the regular meeting at 8:06 p.m. stating the Council held a closed meeting as allowed by MN Statute Statutes §13D.03, for labor negotiations strategy involve LELS Local #32. Present were Councilors, Larry Fowler, Grant Modory, Chad Pribyl, Mayor Glenn Switzer, City Attorney Paula Callies and City Administrator/Clerk Jenelle Teppen.

CLOSED SESSTIONS (con't)

As allowed by Minnesota Statute §13D.05, subd. 3(c), to Develop or Consider Offers or Counteroffers for the Sale of the former City Hall Property at 216 Railway Street N, Dundas, MN

Mayor Switzer closed the regular meeting at 8:07 p.m. as allowed by MN Statute Statutes §13D.05, subd. 3(c), to develop or consider offers or counteroffers for the sale of the former City Hall property at 216 Railway Street North in the City of Dundas, MN.

Mayor Switzer reopened the regular meeting at 8:28 p.m. stating the Council held a closed meeting as allowed to develop and consider offers or counter offers for the sale of the former City Hall property at 216 Railway Street North in Dundas. Present were Councilors Larry Fowler, Grant Modory, Chad Pribyl, Mayor Glenn Switzer, City Attorney Paula Callies and City Administrator/Clerk Jenelle Teppen.

ADJOURNMENT

Motion by Modory, second by Fowler, to adjourn the meeting at 8:30 p.m. MCU

Submitted by:

Attest:

Jenelle Teppen, Administrator/Clerk

Glenn Switzer, Mayor

**DUNDAS CITY COUNCIL
SPECIAL MEETING MINUTES
Friday November 13, 2020
11:30 a.m. City Hall**

UNOFFICIAL MINUTES

Present: Acting Mayor Chad Pribyl, Councilors Larry Fowler, Grant Modory
Absent: Mayor Glenn Switzer; Councilor John Cruz
Staff: City Administrator/Clerk Jenelle Teppen

CALL TO ORDER

Acting Mayor Pribyl called the special meeting to order at 11:37 a.m. A quorum was present.

APPROVAL OF SPECIAL MEETING AGENDA

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

NEW BUSINESS

Consider Resolution 2020-46 A Resolution to Certify Results of the General Election of Tuesday, November 3, 2020.

Motion by Modory, second by Fowler, to approve Resolution 2020-46. MCU

ADJOURN

Motion by Fowler, second by Modory, to adjourn the special meeting at 11:42 a.m. MCU

Submitted by:

Attest:

Jenelle Teppen, Administrator/Clerk

Glenn Switzer, Mayor