

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES**

**Monday, January 09, 2017
7:00 p.m. Dundas City Hall**

Present: Mayor Glenn Switzer; Councilors John Cruz, Larry Fowler, Grant Modory, Chad Pribyl
Staff Present: Administrator/Clerk John McCarthy, Deputy Clerk Linda Ripka

CALL TO ORDER/PLEDGE ALLEGIANCE

Mayor Switzer called the Council meeting to order at 7:02 p.m. with the Pledge of Allegiance. A quorum was present.

PUBLIC FORUM - No public comments.

APPROVAL OF AGENDA

Motion by Pribyl, second by Fowler, to approve agenda with the addition under Old Business (Item 6.c) of Considering Waiving Limit for Administrator to Approve a Construction Related Expense. Motion Carried Unanimously. (MCU)

CONSENT AGENDA

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

Regular Meeting Minutes of December 19, 2016;

Resolution 2017-01 Resolution Designating Depositories and Establishing Procedures for Depositing and Investing Funds

Resolution 2017-02 Resolution Approving Excess Collateral and Rescinding 2013-02

Name Official Newspaper – *Faribault Daily News*

Special Action Claims:

MN Rural Water Annual Membership 2016 - \$567.70;

Wells Fargo Bond GO Series 2006A Bond P&I - \$209,458.75;

NAFRS Semi-Annual Payment - \$14,096.25;

US Bank GO Series 2013A Bond P&I - \$455,116.25;

DeMann Properties Tax Abatement - \$1,526.47;

Northfield History Collaborative Partnership Annual Dues - \$200.00; and

Expenditures - \$83,376.10 MCU

OLD BUSINESS

Consider Recommendation to Enter into an Agreement for City Engineer Services

Administrator McCarthy reported the City received two responses to the Request for Proposals for City Engineering Services. He stated both firms, ISG of Faribault and WSB of Burnsville, supplied the requested information, interviewed with City staff and references provided were contacted with positive results on both. McCarthy explained he believes both firms would be excellent but recommends WSB & Associates, Inc. based on the experience of the assigned engineer.

Motion by Switzer, second by Modory, to enter into an Agreement for City Engineer Services with WSB & Associates, Inc., which would include the retainer option. MCU

Consider East Cannon River Trail Change Order

Administrator McCarthy reported due to the unusually wet construction season, work on the East Cannon River Trail was delayed and certain areas are in need of additional stabilization to permit the proper construction of the trail. He stated this involves an additional change order with resulting in a cost to Dundas of about \$11,900. McCarthy reported Northfield approved the change order, and he recommends Council approves noting the additional funds would come from unassigned reserves.

Motion by Pribyl, second by Fowler, to approve Change Order #2 for the East Cannon River Trail in an amount not to exceed a cost to the City of Dundas of \$11,900. MCU

OLD BUSINNES (con't)

Consider Waiving Limit for Administrator to Approve a Construction Related Expense

Motion by Modory, second by Cruz, to approve to authorize a change order expenses of up to \$5,500 to relocate the electrical service as required for the lift station project. Administrator McCarthy indicated he is working with Xcel Energy regarding the cost as the line was improperly located. Consensus was not to delay the project but work to have Xcel pay the cost. **MCU**

NEW BUSINESS

Appoint Acting Mayor

Motion by Modory, second by Fowler, to approve the appointment of Chad Pribyl as Acting Mayor. MCU

Appoint Officers and Members of Departments, Boards, Commissions, Committees

Motion by Modory, second by Pribyl, to approve the following appointments as recommended by Mayor Switzer:

- Grant Modory to a one-year term on the Dundas Planning Commission as City Council Representative;**
 - Chad Pribyl to the Dundas Planning Commission for a four-year term;**
 - Larry Fowler to a one-year Term on the Parks and Receptions Advisory Board as City Council Representative**
 - Matt Detert to a three-year term on the Park and Recreation Advisory Board; and**
 - Glenn Switzer and Larry Fowler to the Mill Towns State Trail Joint Powers Board.**
- MCU**

Appoint Council Members to City Council Committees

Motion by Pribyl, second by Fowler, to continue the following Council committees and to approve the Mayor's recommendations for appointments as follows:

- Glenn Switzer and John Cruz to the Finance and Legislation Committee;**
 - Chad Pribyl and Grant Modory to the Human Resource Committee;**
 - Larry Fowler and Chad Pribyl to the Public Safety Committee;**
 - Grant Modory and Larry Fowler to the Public Works Committee;**
 - John Cruz and Glenn Switzer to the Business Development Committee.**
- City Administrator/Clerk/Treasurer to all standing committees.**
- MCU**

Approve Developing Plan for Redevelopment

Mayor Switzer requested the Council authorize him and Administrator McCarthy to work with the city planner to prepare options for the development of the 'old school' property as a mixed use including having a new a city hall on the site in 2018.

Motion by Switzer, second by Cruz, to approve developing a concept plan for the redevelopment of the City's property on the 100 block of Railway Street North. MCU

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Administrator/Clerk – John McCarthy

2016 Building Permits: McCarthy reported over \$10 million in permits were issued in 2016. He stated \$3 million was for 12 residential homes and \$7 million for various commercial constructions.

CSAH#1 2018 Project: McCarthy stated the City of Northfield will be considering a resolution to increase their commitment to participate in the funding of the proposed non-motorized underpass and trail along and below the reconstructed County Road.

WORK SESSION

Northfield Area Fire and Rescue Service

Administrator McCarthy reviewed and updated information regarding NAFRS Board and costs and financing of remodeling and enlarging the current facility. He stated he could find no record the current proposed was approved by the Board. He explained he continues to be concerned regarding communication of information which appear to be Board actions but were not discussed or approved by the Board.

Mayor Switzer indicated the thought is some actions were outlined and included in the approving of previous plans submitted for the project. Discussion followed regarding what appears to be a lack of properly informing Parties of Board actions. He explained the original Facility Study did not answer some of the information requested so a second study needed to be completed. He indicated a resolution is being requested from the Board to approve support of the current facility upgrade at cost not to exceed \$3.5 million. Switzer explained options including relocating or constructing a satellite facility were never discussed or acted on at a Board level and expressed concern regarding how fire protection will be provided during the remodeling of the current facility.

Councilor Modory suggested communicating with the NAFRS Board and Northfield Council regarding the concerns expressed. Councilor Pribyl asked why the rush and Switzer indicated there are current code violations and life safety questions. Switzer also explained he is concerned regarding what could be construed as a conflict in the appointment of an ex-officio Board member and administrator of one of the parties as a representative of the organization. He further stated in addition to not responding to Dundas' questions, no record of Board action approving decisions and lack of data supporting the decision process leads him to not support the recommended resolution. Switzer stated due to the need for an improved facility, he is concerned about the not to exceed wording in the resolution. Councilor Cruz explained he is not in favor of the resolution as presented. Switzer commented on the how certain costs are not being represented as capital expenses but may be included in the capital project upon final approval.

ADJOURNMENT

Motion by Switzer, second by Pribyl, to adjourn the regular meeting at 9:02 p.m. MCU

Submitted by:

Attest:

John McCarthy, Administrator/Clerk

Glenn Switzer, Mayor