

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES
Monday, February 13, 2017
7:00 p.m. Dundas City Hall**

Present: Mayor Glenn Switzer; Councilors John Cruz, Grant Modory, Chad Pribyl
Absent: Councilor Larry Fowler
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 7:01 p.m. with the Pledge of Allegiance. A quorum was present.

PRESENTATION/PUBLIC FORUM

No one spoke.

APPROVAL OF AGENDA

Motion by Cruz, second by Pribyl, to approve the agenda. MCU

CONSENT AGENDA

Motion by Modory, second by Cruz, to approve the Consent Agenda as follows:

Regular Meeting Minutes of January 23, 2017;

Special Action Claims:

Mills Town Trail Joint Powers 2017 Share - \$100.00;

Cannon River Drug and Violent Offender Task Force 2017 Membership - \$1,366.00;

American Water Works Association Annual Dues - \$79.00;

Swenke IMS Pay Request #2 for 2016 Lift Station and Force Main Project - \$136,372.50;

MN Public Facilities Authority - \$30,664.11;

Expenditures- \$233,473.29.

OLD BUSINESS

Consider Agreement for City Engineer Services

McCarthy indicated City Attorney Callies and John Powell of WSB & Associates finalized the engineering agreement.

Motion by Pribyl, second by Cruz, to approve an Agreement for City Engineer Services with the firm WSB & Associates, Inc. MCU

ORDINANCE/RESOLUTIONS

Consider Resolution 2017-04 A Resolution Affirming Support of the Fire Station Facility Upgrade

Administrator McCarthy reviewed the Resolution and edits per the previous Council's work session. He noted there was still concerns regarding bonding and financial obligation effecting the City. He stated some townships also expressed concerns regarding leasing and future ownership.

Mayor Switzer reported he believes the appointment of new members from Northfield will bring more transparency to the organization. He reported committee meetings are being posted and a format to produce meeting notes has been developed. Switzer explained he attended a Facility Committee meeting and learned the proposed facility was developed by a design team which consisted of one ex-officio member and the architect. He restated his concern much of the work described by the facility RFP was omitted in the Facility Study, which resulted in a second report being required. Switzer indicated operation of the fire department while the facility is under construction was explained. He stated there is a brief pause while new members are brought up to speed and the City of Northfield reviews financing options.

ORDINANCE/RESOLUTIONS (con't)

Consider Resolution 2017-04 A Resolution Affirming Support of the Fire Station Facility Upgrade

Council discussed concerns regarding the responsibility of an agent representing the Board and Councilor Modory restated his opposition to permitting the agent to make financial decisions.

Motion by Modory, second by Cruz, to approve Resolution 2017-04. MCU

NEW BUSINESS

Appointment to Dundas Planning Commissioner

Motion by Modory, second by Cruz, to approve appointment of John Klockeman representing Bridgewater Township to a four-year term expiring January 1, 2021, as a member of the Dundas Planning Commission. MCU

Consider Quote for New Squad Car

Councilor Modory expressed concern regarding the differences in the quotes.

Motion by Cruz, second by Pribyl, to accept the price quote of \$26,499.95 for a 2017 Ford Explorer Utility Police Interceptor as submitted by Nelson Auto Center of Fergus Falls, Minnesota and to authorize the City Administrator/Clerk to execute a Purchase Order. MCU

Consider Quote for New Equipment and Installation for Squad Car

Motion by Modory, second by Pribyl, to accept the price quote of \$8,939.48 from Guardian Fleet Safety of Clear Lake, Minnesota, to supply and install specified equipment including Whelan light bar and siren control for the new 2017 Ford Explorer Utility Police Interceptor and to authorize the City Administrator/Clerk to execute a Purchase Order. MCU

Consider Request for Proposals (RFP) for 2017-2018 Street Sweeping

Motion by Modory, second by Switzer, to approve Request for Proposal to provide street sweeping services for the period of 2017 and 2018. MCU

Consider Expenses to Attend LMC Legislative Conference

Motion by Pribyl, second by Switzer, to approve normal and customary expenses for Council members and City Administrator to attend the League of MN Cities legislative conference on March 23, 2017. MCU

REPORT OF OFFICERS, BOARDS AND COMMITTEES

City Attorney – Paula Callies

Callies reported working with the City Planner on an upcoming public hearing regarding a land split.

City Engineer - John Powell

Powell reported he recently met with the public works director and reviewed current City projects.

City Administrator/Clerk/Treasurer - John McCarthy

Financial: McCarthy reviewed the Unaudited Annual Financial Report 2016 noting changes in fund balances. He reviewed the outstanding indebtedness noting an increase of about \$500,000 as the City issued \$1,100,000 in new debt in 2016.

Cannon River Regional Park/East Cannon River Trail: McCarthy reported the City has received the final grant reimbursement from Northfield for the Regional Park. Work on the trail is continuing.

Pay Equity Report: McCarthy stated he has submitted the report. .

Aldi Project: McCarthy reported the building permit is ready to be released upon receipt of the recording information from Rice County.

REPORT OF OFFICERS, BOARDS AND COMMITTEES (con't)

Mayor, Councilors and Committees

NAFRS: Administrator McCarthy reviewed an administrative audit prepared by McGrath Consulting Group. One of the priority recommendations is to establish a position for a full-time fire chief. He stated there is a Human Resource Committee meeting tomorrow morning and the Equipment Committee met on February 6. McCarthy reported although the equipment CIP was to be reviewed, there appeared to be some disagreement regarding the current status. He stated much of the meeting involved how the Rescue Squad will be conducting fund raising.

Dundas Planning Commission: Administrator McCarthy reported a public hearing on a proposed lot line adjustment will be held at the Planning Commission meeting on Thursday, February 16, 2017. He indicated the DeMann Riverside property had a split last fall and are now requesting an adjustment to the lot line.

WORK SESSION

Discuss Maintenance Agreement for CSAH #1 Trail

Administrator McCarthy reviewed an email from Rice County Engineer Dennis Luebbe requesting the City maintain the trail from Highland Parkway down to the tunnel location. Councilor Pribyl reported his talk to Commissioners indicated the trail will be approved. Council consensus was for the City to maintain the trail up to the tunnel and pay for the electrical on lights but expressed concern regarding continued maintenance of the lights, especially in the tunnel. Council reviewed a draft Joint Powers Agreement on the Reconstruction of County State Aid Highway 1 project.

City Engineer Powell suggested details will need to be clarified and indicated the areas he was concerned about.

City Attorney Callies indicated the need to be more specific in the agreement regarding the actual commitment from the City to the trail.

ADJOURNMENT

Motion by Modory, second by Pribyl, to adjourn the regular meeting at 8:38 p.m. MCU

Submitted by:

Attest:

John McCarthy, Administrator/Clerk

Glenn Switzer, Mayor