

**DUNDAS CITY COUNCIL  
REGULAR MEETING MINUTES  
Monday, May 8, 2017  
7:00 p.m. Dundas City Hall**

Present: Mayor Glenn Switzer (arrived 7:09 p.m.)

Councilors John Cruz, Larry Fowler, Grant Modory, Chad Pribyl

Staff Present: City Attorney Paula Callies, City Engineer John Powell, City Administrator/Clerk John McCarthy, Deputy Clerk Linda Ripka

**CALL TO ORDER/PLEDGE ALLEGIANCE**

Acting Mayor Pribyl called the Council meeting to order at 7:00 p.m. with the Pledge of Allegiance. A quorum was present.

**PRESENTATION/PUBLIC FORUM** – No one spoke

**APPROVAL OF AGENDA**

**Motion by Fowler, second by Cruz, to approve the agenda with addition of approving prepayment for new patrol car. Motion Carried Unanimously (MCU)**

**CONSENT AGENDA**

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

**Regular Meeting Minutes of April 24, 2017;**

**Address Change Four Browns LLC, dba MGM Wine and Spirits for Off Premise License from 404 Schilling Drive North, Unit 2 to 420 Schilling Drive North;**

**Special Action Claims:**

**GO Water and Sewer Revenue Refund Bonds Series, 2014A - \$6,663.75;**

**League of MN Cities Deductible Claim# C0026797- \$250.00**

**CJB Real Estate II Refund from Voiding Building Permit #2962 - \$1,046.06**

**Swenke Ims Contracting, LLC, Payment No. 4 - \$119,462.50**

**Expenditures- \$182,911.86**

**OLD BUSINESS**

Consider Change Order No. 2 on Lift Station/Force Main Project

Consultant City Engineer Powell reviewed Change Order No. 2, which involves relocating the control panel. Councilor Modory asked why the panel was not in the plans to start. Administrator McCarthy and Powell explained some internal communication errors occurred. Powell stated the change order increases the cost by \$10,500 and extends the completion date to July 24, 2017.

(Mayor Switzer arrived 7:09 p.m.)

**Motion by Modory, second by Fowler, to approve Change Order No. 2 for the 2016 Lift Station and Force Main Project. MCU**

New Police Car

Administrator McCarthy indicated the patrol vehicle is scheduled to arrive and is requesting pre-authorization to disburse the funds so the vehicle can be delivered to the firm installing the light bars and other special equipment.

**Motion by Modory, second by Fowler, to approve payment of \$26,495.49 to Nelson Auto Center for a 2017 Ford Police Interceptor vehicle. MCU**

**ORDINANCES/RESOLUTIONS**

Consider Resolution 2017-10 A Resolution Accepting Donation from 2017 Easter Egg Hunt

**Motion by Pribyl, second by Fowler, to approve Resolution 2017-10. MCU**

NEW BUSINESS

Consider Request from Rice County Habitat for Humanity

Dayna Norvold of Rice County Habitat for Humanity requested a waiver for reduction of water and sewer access charges for their eighth home in Dundas, which they are planning to construct this summer.

**Motion by Switzer, second by Pribyl, to approve for public purposes waiving fees 50% for both water access charge and sewer access charge (\$750.00 and \$1,000 respectfully). MCU**

Renewal for Combination On-Sale/Off -Sale Intoxicating Liquor License and Special Sunday On-Sale License - Dawn's Corner Bar, Inc., d/b/a Dawn's Corner Bar

**Motion by Modory, second by Pribyl, to approve Dawn's Corner Bar, Inc. d/b/a Dawn's Corner Bar at 200 Railway Street North renewal for a Combination On-Sale/Off-Sale Intoxicating Liquor License and Special Sunday On-Sale License for the period July 1, 2017, through June 30, 2018. MCU**

Renewal for Combination On-Sale/Off -Sale Intoxicating Liquor License and Special Sunday On-Sale License - Lyle and Pauline's, Inc., d/b/a L&M Bar and Grill

**Motion by Pribyl, second by Fowler, to approve Lyle and Pauline's, Inc., d/b/a L&M Bar and Grill at 224 Railway Street North renewal for a Combination On-Sale/Off-Sale Intoxicating Liquor License and Special Sunday On-Sale License for the period July 1, 2017, through June 30, 2018. MCU**

Renewal for On-Sale 3.2 Malt Liquor License - Dundas Baseball Association, d/b/a Dundas Duke's

**Motion by Cruz, second by Fowler, to approve Dundas Baseball Association dba Dundas Duke's at 214 First Street South, renewal for an On-Sale 3.2 Malt Liquor License for the period July 1, 2017 through June 30, 2018. MCU**

Renewal for Off Sale Intoxicating Liquor License - AJE Enterprises, Inc., d/b/a Firehouse Liquor

**Motion by Modory, second by Cruz, to approve AJE Enterprises, Inc. d/b/a Firehouse Liquor at 607 Stafford Road North renewal for an Off-Sale Intoxicating Liquor License for the period July 1, 2017, through June 30, 2018. MCU**

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Attorney – Paula Callies

*Street Vacation:* Callies reviewed working on street vacation in preparation for public hearing May 22.

City Engineer - John Powell

*Rice County Road Work:* Powell reported on the summer work on county roads going through Dundas.

*East Cannon River Trail:* Power reported a Change Order No. 2 was approved by Northfield Council on January 3, 2017, increasing cost to \$136,322.60 and extending completion date to October 27, 2017.

Councilor Modory asked about the progress of the site improvements for Ruth's on Stafford. Administrator McCarthy gave an update status.

Mayor Switzer inquired about the Dundas Dome parking area and status. McCarthy reviewed a recent meeting he had with the developers.

City Administrator/Clerk/Treasurer - John McCarthy

*Annual Review of Residential Real Estate Tax:* McCarthy reviewed information staff had prepared which compares real estate taxes for a limited number of properties in Dundas to similar properties in Northfield. He reported the comparison appears to indicate that on a square foot basis, taxes may be less in Dundas.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Administrator/Clerk/Treasurer - John McCarthy (con't)

*Construction Update:* McCarthy reported the Aldi project is pouring footings and CJB Real Estate II increased theatre seating capacity and relocated the MGM liquor store.

*Blight, Parking and Other Ordinance Violations:* McCarthy reported 24 letters were sent out last week and several responses have been received.

*MN City/County Managers Association:* McCarthy discussed content of conference noting discussion on Blue Zones project to improve quality of life and longevity.

Mayor, Councilors and Committees

*NAFRS:* Joint Powers Board meeting cancelled for May 9th.

WORK SESSION

Funding Capital Improvements

Administrator McCarthy reviewed the current status of funding capital projects in 2018 such as sidewalks and road. He indicated funds may come from TIF money, bonding, utilities and general revenue. He reviewed the uses of assessments for some of the projects. Powell added to a discussion of assessment policies and how they are used. He indicated some cities do not assess for sidewalks.

City Engineer Powell reviewed different methods of assessing roadway repaving and maintenance.

City Attorney Callies indicated the City needs to develop an assessment policy. She reviewed sidewalk public safety concerns, funding future maintenance and various assessment processes. Powell reviewed the assessment process noting a hearing after receiving the bid, etc. He stated filling gaps in the City sidewalk system can also be implemented through a fee or grant.

Discussion followed on development an assessment policy.

Councilor Modory asked about the current condition of Bluff Street and a need to address repairing.

ADJOURN

**Motion by Cruz, second by Modory, to adjourn the meeting at 8:42 p.m.**

Submitted by:

Attest:

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John M. McCarthy, Administrator/Clerk

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Glenn Switzer, Mayor