

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

Present: Mayor Glenn Switzer, 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

**PRESENTATION/PUBLIC FORUM**

Linda Ripka reviewed the progress and financial condition of the “Between Earth and Sky” sculpture.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

**Motion by Pribyl, second by Cruz, to approve the consent agenda as follow:**

**Approval of Regular Meeting Minutes of October 23, 2017;  
Resolution 2017-30 A Resolution Certifying Unpaid Storm Water Fees;  
Special Claims: Erosion Fee Deposit Returns (2) - \$3,000; and  
Expenditures - \$95,144.68. MCU**

**OLD BUSINESS**

Purchase Compact Track Loader

Administrator McCarthy reviewed the quotes and comparison of the two least expensive compact track loaders. He stated the Public Works Director is recommending the Matejcek Implement supplied Bobcat T595. Council reviewed uses and discussed options.

**Motion by Modory, second by Fowler, to approve the purchase of a compact track loader, Matejcek Implement Bobcat T595, for the Public Works Department at a cost of \$49,778.20. MCU**

Consider Annexation Tax Rebate

**Motion by Cruz, second by Modory, to approve payment to Bridgewater Township for Annexation Tax 2016 Rebate in the amount of \$52,600.60.** Administrator McCarthy indicated the payment is the amount after the staff had completed auditing. **MCU**

**ORDINANCES/RESOLUTIONS**

Resolution 2017-31 A Resolution Accepting Proposal and Approving Contract for Residential Solid Waste Collection as submitted by Dick’s Sanitation, Inc.

**Motion by Cruz, second by Fowler, to approve Resolution 2017-31 based upon final approval by the City Administrator and City Attorney. MCU**

Resolution 2017-32 A Resolution Approving Final Plat for Cannon River Valley Estates for Property Located 400 Block of Railway Street South, PID 17.15.2.77.002

**Motion by Pribyl, second by Fowler, to approve Resolution 2017-31 based upon final approval of City Administrator and City Attorney.** Attorney Callies reviewed areas in the Development Agreement in need of being finalized and the relationship of the Agreement to the Resolution.

*Pete Mergens* of Professional Pride Realty of Northfield explained the homes would have a similar footprint and exterior but would be customized to suit individual buyers. He indicated the target marketing will be to those 55 and older. Councilor Fowler asked about emergency shelter with Mergens explaining all homes would have concrete shelter rooms. **MCU**

ORDINANCES/RESOLUTIONS (con't)

Resolution 2017-32 A Resolution Approving Final Plan for Cannon River Valley Estates for Property Located 400 Block of Railway Street South, PID 17.15.2.77.002

**Motion by Modory, second by Pribyl to approve Resolution 2017-32 upon final approval of City Administrator and City Attorney.** Administrator McCarthy explained the Planning Commission has reviewed and recommends approval. **MCU**

NEW BUSINESS

Zoning Administrator for Annexation Reserved Districts (ARD)

Administrator McCarthy explained the duties of zoning administrator for the PCARD were creating a time use problem with the duties of City Administration and he requested the Council accept his resignation. He explained Northwest Associated Consultants (NAC), the current City Planner, provides zoning administration services.

**Motion by Modory, second by Pribyl, to accept the resignation of John McCarthy as PCARD Zoning Administrator and appoint Nate Sparks of NAC as Zoning Administrator for the Dundas Planning Commission acting as the Planning and Zoning Authority for the Joint Annexation Area.** **MCU**

Consider Setting Utility Fees

Administrator McCarthy reviewed the water enterprise fund and recommended an increase of \$1.00 in the base rate for 2018. No change was proposed for the sanitary sewer enterprise fund. He reviewed the refuse utility fund and suggested a reduction with proposed rates.

**Motion by Modory, second by Fowler, to approve utility rates effective January 1, 2018, of \$22.83 as minimum water base charge plus a use charge for over 1,000 gallon; and fees for residential refuse service be set at \$11.61 for a 35-gallon container, \$15.36 for the 65-gallon container and \$17.87 for the 95-gallon container.** **MCU**

Consider Wages for Part-Time Police Officer

Administrator McCarthy explained he and Chief Gordon Mincke recommend setting a probationary and regular wage rate for part time officers.

**Motion by Pribyl, second by Cruz, to adopt a wage policy for part time police officers as follows:**

- 1. Probationary wage is 95% of normal part time wage.**
- 2. Normal part time wage, after successful completion of probationary period as outlined in the Policy Manual, is 95% of a full time officer wage.** **MCU**

Consider Request for Proposal (RFP) for City Prosecution Services

**Motion by Modory, second by Pribyl, to accept the Request for Proposal (RFP) for City Prosecution Services upon review with Chief of Police.** Attorney Callies reviewed the proposal. **MCU**

REPORT OF OFFICERS, BOARDS AND COMMITTEES

City Attorney – Paula Callies

Callies reported on work associated with the development agreement and the contract for residential refuse collection.

City Engineer – John Powell

Powell reported he is proceeding to finalize the Life Station and Forcemain Project.

Councilor Modory requested additional information regarding the Dundas Dome. Powell reported an inspection will be forthcoming. McCarthy stated a time line for completion was agreed to with the understanding all work has to be done prior to a permitting reopening the facility next fall.

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

City Administrator – John McCarthy

*Meeting with Bridgewater Township* – McCarthy stated Bridgewater Township has requested a meeting regarding the establishment of a Spring Creek watershed district. Council suggested this could be part of a joint meeting in January.

*State of the City* – The Northfield Area Chamber of Commerce will host a State of the City luncheon featuring City of Dundas and Mayor Switzer. The event will include a luncheon at Ruth's on Stafford from 11:30 a.m. to 1:00 p.m. on Tuesday, November 17, 2017.

Mayor, Councilors and Committees

No reports.

WORK SESSION

Review 2018 Budget

Administrator McCarthy explained updated information regarding tax capacity from Rice County suggests a slight increase in budgeted expenses will not increase the anticipated tax rate. He stated line item expenditure changes being proposed are related to potential higher costs for engineering and legal costs in 2018. He recommended General Government Engineering be increased by \$8,400 to \$23,800 and Legal Fees be increased by \$7,116 to \$20,294.

Administrator McCarthy reported he is scheduling closed Council meetings for Labor Negotiations for November 27 and December 11.

ADJOURN

**Motion by Cruz, second by Fowler, to adjourn the meeting at 9:39 p.m. MCU**

Submitted by:

Attest:

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John M. McCarthy, Administrator/Clerk

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Glenn Switzer, Mayor