

**DUNDAS CITY COUNCIL  
REGULAR MEETING MINUTES  
Monday, April 9, 2018  
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, Administrator John McCarthy,  
Deputy Clerk Linda Ripka

**CALL TO ORDER/PLEDGE ALLEGIANCE**

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

**PRESENTATION/PUBLIC FORUM**

Ann Lee (resident of Dundas) expressed concern on the Chapel Brewery not closing on time, having people in building past required closing time, and cars parking on bridge.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

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

**Regular Meeting Minutes of March 26, 2018;**

**Resolution 2018-14 A Resolution Accepting Donations from 2018 Easter Egg Hunt;**

**Special Action Claims:**

**US Bank GO Sewer Revenue Bonds, Series 2016A – \$11,202.50**

**Expenditures - \$67,967.10 MCU**

OLD BUSINESS – No items.

**ORDINANCES/RESOLUTIONS**

Resolution 2018-15 A Resolution to Approve Plans, Specifications and Advertisement for Bids for 2018 Stafford Road Project

**Motion by Modory, second by Pribyl, to approve Resolution 2018-15.** City Engineer Powell reviewed the process explaining a public hearing was on March 12, 2018 at which time the City Council ordered the improvements and authorized the preparation of plans and specifications. Powell explained the estimated project cost is be \$568,315 noting a decrease from the estimate prepared for the public hearing. He stated a special assessment of \$27,000 will be levied against the benefiting properties as part of the funding along with sale of bonds and unallocated reserves may be used for additional funding. Powell reviewed the schedule for the project indicating the construction will be completed by October 1 with the bids to be presented to the City Council on May 14, 2018. **MCU**

Resolution 2018-16 A Resolution to Approve Plans, Specifications and Advertisement for Bids for 2018 Cannon Road Project

**Motion by Fowler, second by Pribyl, to approve Resolution 2018-16.** City Engineer Powell indicated the same process as the Stafford Road North project was followed for Cannon Road. He reviewed the estimated cost is \$335,635 which will be a slight increase. Powell stated the special assessment for this project will be \$4,500 to be assessed against the benefiting properties along with funding from the sale of bonds and unallocated reserves may be used for additional funding. He indicated bids are to be presented to the City Council on May 14, 2018. **MCU**

ORDINANCES/RESOLUTIONS (con't)

Resolution 2018-17 A Resolution to Approve Plans, Specifications and Advertisement for Bids for 2018 PRV Relocation Project

**Motion by Cruz, second by Fowler, to approve Resolution 2018-17.** Administrator McCarthy stated the project is required by improvements to CSAH #1. He stated the road project by Rice County requires the relocation of the Pressure Reducing Valve. City Engineer Powell reviewed the plans, cost and schedule for completing. Powell indicated the estimated cost of \$353,275 is a slight increase from the prior estimate. He stated the project will be funded by using utility fund reserves and the sale of bonds. He reported the bids are to be presented to the City Council on May 14, 2018. **MCU**

Resolution 2018-18 A Resolution to Supporting YMCA and Authorizing Use of the Pavilion at Memorial Park

**Motion by Pribyl, second by Fowler, to approve Resolution 2018-18.** Administrator McCarthy explained this will be the eighth year the “Y” has used the facilities to benefit the area youth. **MCU**

NEW BUSINESS

Approved Planned Equipment Maintenance Agreement

McCarthy explained the proposed three-year maintenance agreement for the emergency power equipment at the two lift stations and the east well is recommended for approval. Council asked staff to request additional proposals.

REPORT OF OFFICERS, BOARDS AND COMMITTEES

City Engineer – John Powell

Powell reviewed his report on various ongoing projects.

City Administrator/Clerk/Treasurer – John McCarthy

*Annual Review of Residential Real Estate Tax:* McCarthy reviewed an updated comparison of tax costs for selected residential properties in Dundas and Northfield. He stated although not a scientific comparison, it appears the actual tax cost for a home in Dundas may be slightly less than the comparable home in Northfield.

*NAFRS:* McCarthy reported on recent committee and board meetings.

*Mill Town State Trail JPB:* McCarthy reported a request for a million dollars to complete the Northfield to Dundas section and begin extending the trail south from the Trailhead.

Mayor, Councilors and Committees

Councilor Modory expressed a concern regarding parking on Hester Street in the vicinity of the Chapel Brewery.

**Motion by Modory, second by Pribyl, to direct staff to request Rice County permit posting the north side of Hester Street East between Railway Street and First Street as no parking and approve the installation of signs designating the area including no parking on bridge signs.**  
**MCU**

Modory asked for staff to review traffic management in the Stoneridge Hills development area to include the possible addition of stop signs where appropriate.

WORK SESSION

2019 Capital Improvement Plan Review

Administrator McCarthy reviewed the 2019 Capital Improvement Plan. Mayor Switzer asked if paving the entry to Memorial Park and competing the walking path in Millstone Park could be accelerated.

Mayor Switzer recessed the meeting for five minutes at 8:22 p.m. to allow the chambers to clear prior to conducting a closed meeting

**CLOSED MEETING AS ALLOWED BY MN STATUTE SECTION 13D.05, SUBD. 3(a)**

Mayor Switzer closed the regular meeting at 8:27 p.m. as permitted by MN Statute Section 13D.05, Subd.3(a) to evaluate the performance of the City’s administrator/clerk/treasurer.

Mayor Switzer reopened the regular Council meeting at 8:57 p.m. stating the Council held a closed meeting to discuss the performance evaluation of the administrator/clerk/treasurer. Present were Councilors John Cruz, Larry Fowler, Grant Modory, Chad Pribyl, Mayor Glenn Switzer, City Attorney Paula Callies and City Administrator/Clerk John McCarthy

A Human Resource Committee meeting is scheduled for 6:15 p.m., Thursday, April 19th to begin review of job descriptions.

A Finance and Legislation Committee meeting is scheduled for 3:00 p.m., Thursday, April 26th to begin review of the 2019 Budget.

**ADJOURN**

**Motion by Cruz, second by Fowler, to adjourn the meeting at 9:06 p.m. MCU**

Submitted by:

Attest:

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John M. McCarthy, Administrator/Clerk

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Glenn Switzer, Mayor