

**DUNDAS CITY COUNCIL  
REGULAR MEETING MINUTES**

**Monday, July 23, 2018  
7:00 p.m. Dundas City Hall**

Present: Mayor Glenn Switzer; Councilors John Cruz, Larry Fowler, Chad Pribyl

Absent: Councilor Grant Modory

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.

**PUBLIC FORUM/PRESENTATION** - No public comment or presentation.

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

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

**Regular Meeting Minutes of July 9, 2018;**

**Special Action Items:**

**Swenke IMS Contracting, LLC\* - \$45,410.36;**

**Healy Construction on Sidewalks\* - \$34,043.25;**

**Expenditures - \$153,752.49. MCU**

**OLD BUSINESS** – No Items

**ORDINANCES/RESOLUTIONS**

Resolution 2018-36 A Resolution Approving Convenience of Conservation Lane to Minnesota Department of Natural Resources

Administrator McCarthy explained the approval indicates the City is not interested in two parcels of tax forfeit property on which the Mill Towns State Trail will be constructed and agrees title to the property should be transferred the Minnesota Department of Natural Resources. He stated a resolution is required by the State of Minnesota.

**Motion by Fowler, second by Pribyl, to approve Resolution 2018-36. MCU**

Resolution 2018-37 A Resolution Designating Community Festival and Approving the Dispensation of Intoxicating Liquor

**Motion by Cruz, second by Fowler, to approve Resolution 2018-37. MCU**

Resolution 2018-38A Resolution Appointing Additional Election Judges for the 2018 Primary and General Elections

**Motion by Pribyl, second by Fowler, to approve Resolution 2018-38. MCU**

**NEW BUSINESS**

New Applicant for Wine On-Sale

*CABB II, LLC d/b/a Cannon Valley Cinema 10*

**Motion by Cruz, second by Fowler, to approve a Wine On-Sale Liquor License for CJB II, LLC d/b/a Cannon Valley Cinema 10 at 404 Schilling Drive Unit 3, for the period August 1, 2018 to June 30, 2019. McCarthy stated the applicant has met the requirements to receive on-sale wine license. MCU**

NEW BUSINESS (con't)

New Applicant for 3.2 Beer On-Sale

*CABB II, LLC d/b/a Cannon Valley Cinema 10*

**Motion by Cruz, second Fowler, by to approve 3.2 Beer On-Sale License for CABB II, LLC d/b/a Cannon Valley Cinema 10 at 404 Schilling Drive Unit 3, Dundas, for the period August 1, 2018 to June 30, 2019.** McCarthy explained along with the wine license, the 3.2 beer license would permit the sale of craft and other beers with alcohol content higher than 3.2% by weight. Councilor Cruz asked about serving and Chris Brown, CJB II, responded only trained staff will serve beer and wine. **MCU**

Completion of Probational Period for Part Time Officer

**Motion by Pribyl, second by Cruz, to approve the completion of the six-month probationary period for part time officer Tyler Johnson.** McCarthy explained Chief Mincke has conducted the probationary evaluation and reported Officer Johnson has successfully completed the requirements. **MCU**

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Engineer

Powell reported the various projects currently underway.

City Administrator/Clerk/Treasurer

*Financials* – McCarthy reviewed the first half or the year with a comparison to last year for the budget noting there are line items where expenses are higher than last year, but spending remains within budget.

*CO Bonds, Series 2018A* – McCarthy reviewed the schedule and indicated the City would receive the funds on August 9.

*Building Permit Report* – McCarthy reviewed the year-to-date report and indicated there have been 11 new residential permits issued.

WORK SESSION

Review Space Needs for City Hall

Council discussed the space needs for the future City Hall. The discussion indicated a desire to separate the employee break area from the public meeting rooms and construction of a two-story building with expansion space on the second floor.

Review Draft 2019 Operating Budget General Government

McCarthy reviewed the General Fund Budget Worksheet with a comparison of the 2018 budget, draft 2019 and estimated budgets for the years 2020 thru 2022. He noted areas of increase and decrease explaining items effecting the budget and allowing for flexibility where needed. Mayor Switzer talked about the need to budget for transitions as several senior employees are eligible to retire. McCarthy indicated he has not completed the effect of the 2018A debt service and projected tax base.

2019 Fire Protection Budget

McCarthy reviewed the proposed NAFRS 2019 Operating Budget of \$807,000 noting the increase is driven by the amended lease payment needed to reimburse the City of Northfield for debt service related to the facility rebuild. He explained the City has been budgeting for an increase and set aside a reserve for major capital expenses which are anticipated He explained there could be a discount for the planned new pumper if the vendor receives an early full payment.

Mayor Switzer recessed the meeting for five minutes at 8:00 p.m. to clear room for a closed meeting.

CLOSED MEETING AS ALLOWED UNDER MN STATUTE §13D.05 TO CONSIDER AN OFFER TO PURCHASE REAL ESTATE

Mayor Switzer closed the regular meeting at 8:09 p.m. as permitted by MN Statute § 13D.05. Subd.3(c) to determine the asking price for the “Old School Property” (Rice County PID 17.10.4.51.024).

CLOSED MEETING AS ALLOWED UNDER MN STATUTE §13D.05 TO CONSIDER AN OFFER TO PURCHASE REAL ESTATE (con't)

Mayor Switzer reopened the regular Council meeting at 9:01 p.m. stating the Council held a closed meeting to discuss the asking price for real property. Present were Councilors John Cruz, Larry Fowler, Chad Pribyl, Mayor Glenn Switzer, City Attorney Paula Callies, Consulting Engineer John Powell, and City Administrator/Clerk John McCarthy.

ADJOURN

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

Submitted by:

Attest:

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John M. McCarthy, Administrator/Clerk

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Glenn Switzer, Mayor