

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES
Monday, August 13, 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.

PUBLIC FORUM/PRESENTATION

David Albers of 10081 Albers Trail informed the City will be using chicken manure this fall on his agricultural property in Dundas.

APPROVAL OF AGENDA

**Motion by Cruz, second by Fowler, to approve the agenda with addition of Resolution 2018-42.
Motion Carried Unanimously (MCU)**

CONSENT AGENDA

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

Regular Meeting Minutes of July 23, 2018;

Special Action Items:

Pavilion Damage Deposit (partial return) - \$75.00;

Swenke Ims Contracting Pay No. 1 Cannon Road Improvement - \$38,629.30;

Swenke Ims Contracting Pay No. 1 Stafford Road Improvement - \$32,360.28;

Winona Mechanical Pay No. 1 and No. 2 Pressure Relieve Valve - \$ 70, 888.98;

Total Disbursements - \$ 224,369.19. MCU

OLD BUSINESS – No old business.

ORDINANCES AND RESOLUTIONS

Ordinance 2018-03 An Ordinance Amending City Code, Title 15, Sec 4, Subs 11, Solar Energy Systems
McCarthy reviewed the process which began in November 2017 when the City enacted an interim moratorium regarding ground mounted solar energy systems. He reviewed the information received at a properly noticed Public Hearing held by the Dundas Planning Commission on July 19, 2018. He stated after receiving additional information regarding the Rural Service (RS) Zone, the Commission found solar ground mounted solar energy systems as a primary use would not be appropriate in the RS Zone. Modory indicated City Planner Sparks explained he believed freestanding solar energy generation facilities, as a primary use of property, is not the highest and best use of land in an urban area.

Motion by Modory, second by Cruz, to postpone discussion of Ordinance 2018-03 so that staff can make appropriate adjustments. MCU

Resolution 2018-39 A Resolution Amending the Approved Site Plans for A&J Storage, LLC.

McCarthy reviewed the proposed amendment to Resolution 2013 -15 which would permit the expansion of one of the buildings proposed. He indicated the proposal has been reviewed by engineering and zoning and approval is recommended.

Motion by Modory, second by Fowler, to approve Resolution 2018-39. MCU

ORDINANCES AND RESOLUTIONS (con't)

Resolution 2018-40 A Resolution Approving a Property Split and Consolidation.

McCarthy explained the applicants wished to split a large property owned by June Chester and the John Chester Trust into two parcels and join a newly created parcel of about 1 acre with a parcel owned by H3D. The Dundas Planning Commission held a Public hearing regarding the request on April 23, 2018. After reviewing the information received, the Commission recommended approval of the request.

Motion by Modory, second by Cruz, to approve Resolution 2018-40. MCU

Resolution 2018-41 A Resolution Approving the NAFRS Organizational Budget Request for 2019

Motion by Modory, second by Cruz, to approve Resolution 2018-41. McCarthy reported on the \$284,000 increase from previous year due to increase in to the building lease payment to Northfield to pay bonds for new construction. He stated operating cost to the City will be \$44,788 in 2018 and does not recommend an increase in 2019. McCarthy stated capital budget for Dundas share will be \$34,965. Mayor Switzer reported on concerns of several areas in the budget and hiring of consultants. Cruz request delay in approving resolution until areas are clarified.

Motion by Switzer, by Cruz, to postpone to receive clarification regarding certain operating budget expenditures. MCU

Resolution 2018-42 A Resolution to Approve the Northfield Fire Relief Association Increase to Pension Benefits and Corresponding By-Law

McCarthy reported NFRA request to change retirement benefit from \$8,500 to \$10,000 annually.

Motion by Modory, second by Pribyl, to approve Resolution 2018-42. MCU

NEW BUSINESS

Consider One Day Temporary Liquor License for The Meetinghouse LLC d/b/a Chapel Brewing

Motion by Fowler, second by Cruz, to approve a One Day Temporary Liquor License for Chapel Brewing, to permit outside service of alcohol on Saturday, September 22, 2018. McCarthy stated the license will be submitted to MN Alcohol and Gambling Enforcement for final approval. **MCU**

Consider an Employee Classification Study

Council discussed a proposal to provide an employee classification and compensation study. Interest in an option for the consultant to continue with an annual maintenance program was expressed.

Motion by Modory, second by Pribyl, to accept a proposal from DDA Human Resources, Inc. to conduct a review of job descriptions and compensation. MCU

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Engineer – John Powell

Powell reviewed status and various areas of his report.

City Administrator/Clerk/Treasurer – John McCarthy

McCarthy reported the Primary Election is on Tuesday, August 14, which is also the last day to file for City offices. He reviewed the annual TIF report and explained it has been submitted as required. Chief Mincke and he will begin processing the applications for part-time officers.

WORK SESSION

Review Draft 2018 Budget and Levy

McCarthy stated final approval of preliminary levy will be scheduled for the regular meeting of August 27, 2018, although approval is not required until September. He explained the budget has been adjusted from the previous work sessions to include expenditures which are anticipated to be involved with costs associated with employee transitions. He stated a preliminary levy of \$1,027,288 is being proposed.

WORK SESSION

Review Draft 2018 Budget and Levy (con't)

McCarthy indicated this is an increase of 8.2% from the 2017 payable 2018 levy; and due to an anticipated increase in the tax capacity of the City the increase should have a minimal effect on property taxes. He stated City has a stable financial outlook for the next three years and discussed the tax capacity.

Mayor Switzer asked if replacement play equipment for Memorial Park is be part of budget with McCarthy stating revenue from lawful gambling will be used. McCarthy further indicated improvements in the Park associated with the plans for the future state tournament will be considered.

Review Status of Transition Planning

McCarthy indicated the City has received a letter of resignation from Police Chief Gordon Mincke. Mincke's final day of employment will be October 5, 2018. He indicated the Council can decide to promote internally or open the position. Recent practice has been to promote internally. He reviewed a new mandated report for the department which requires specialized training and several hours a week. Modory requested Chief Mincke submit his recommendation for staffing the department.

Human Resource Meeting is scheduled for Thursday, August 23 at 6:30 p.m. at City Hall.

ADJOURN

Motion by Modory, second by Cruz, to adjourn the meeting at 9:08 p.m. MCU

Submitted by:

Attest:

John M. McCarthy, Administrator/Clerk

Glenn Switzer, Mayor