

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES**

**Monday, October 22, 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

Acting Mayor Pribyl called the Council meeting to order at 7:02 p.m. with the pledge of allegiance. A quorum was present.

PUBLIC FORUM/PRESENTATION – No public response.

APPROVAL OF AGENDA

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

CONSENT AGENDA

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

Regular Meeting Minutes of October 8, 2018;

Resolution 2018-49 A Resolution to Certify Unpaid Storm Water Fees;

Special Action Claims:

Winona Mechanical, Inc. 2018 PRV Project - \$50,116.91

Swenke Ims 2018 Cannon Road Street Project - \$127,935.55

Swenke Ims 2018 Stafford Road North Street Project - \$223,460.79

US Bank GO Sewer Revenue Bonds, Series 2016A - \$51,202.50

Disbursements - \$521,019.77. MCU

OLD BUSINESS

Call for Public Hearing on 2018 Fee Schedule

Motion by Cruz, second by Fowler, to set a Public Hearing at 7:00 p.m. or as soon as possible thereafter on November 13, 2018, to consider Ordinance 201-07 Amending Section 101.02 of the Dundas City Code Adopting Fees and Charges. *Mayor Switzer arrived at 7:04 p.m.*

Administrator McCarthy explained fees for use or rental of City equipment were being added and all Ordinance references in the section for Liquor Licenses were removed. **MCU**

ORDINANCES AND RESOLUTIONS

Ordinance 2018-06 An Ordinance Amending the Planned Unit Development for Lot 1, Block 1 Dundas Dome Addition

Motion by Pribyl, second by Cruz, to approve Ordinance 2018-06 and authorize the Mayor and City Administrator/Clerk to sign the Amended Development Agreement. Administrator McCarthy stated an enhanced landscaping plan has been submitted and approved along with the Amended Development Agreement, which has been signed by Dundas Dome officers. Councilor Cruz asked if the concerns regarding the berm, parking and driveway have been properly addressed. City Engineer Powell explained the work in question has either been completed or is covered by the amended agreement. **MCU**

ORDINANCES AND RESOLUTIONS (con't)

Resolution 2018-50 A Resolution Declaring the Cost to be Assessed, Ordering the Preparation of Proposed Assessments and Setting the Public Hearing on the Proposed Assessment for the Stafford Road Improvement Project

Motion by Cruz, second by Fowler, to approve Resolution 2018-50 setting a Public Hearing for Tuesday, November 13, 2018, at 7:00 p.m. or as soon as possible thereafter. City Engineer Powell explained the process. **MCU**

Resolution 2018-51 A Resolution Declaring the Cost to be Assessed, Ordering the Preparation of Proposed Assessments and Setting the Public Hearing on the Proposed Assessment for the Cannon Road Improvement Project

Motion by Fowler, second by Cruz, to approve Resolution 2018-51 setting Public Hearing for Tuesday, November 13, 2018, at 7:00 p.m. or as soon as possible thereafter. **MCU**

Resolution 2018-52 A Resolution Authorizing Prepaying to NAFRS for Replacement Fire Truck

Motion by Pribyl, second by Cruz, to approve Resolution 2018-52. Administrator McCarthy explained NAFRS is requesting the Parties prepay a required deposit for previously approved 2019 NAFRS capital budget to replace a fire truck. He reviewed the funds and budget. **MCU**

NEW BUSINESS – No new business presented.

REPORT OF OFFICERS, BOARDS AND COMMITTEES

City Engineer – John Powell

Powell highlighted areas of his report noting interest on future development of Bridgewater Heights area.

City Administrator/Clerk/Treasurer – John McCarthy

McCarthy reviewed the financials for the year stating the financial condition of the City is good. He explained one of the applicants offered a part-time police officer position withdrawn to accept another position. He indicated the other applicant is being backgrounded with the intent to begin training as soon as the assessments are processed. He indicated additional interviews are set for this week.

McCarthy reviewed the quarterly Dundas/Northfield area intergovernmental meeting, explaining Rice County Engineer Luebbe reviewed the draft 10-year road plan. Luebbe indicate4d CSAH #1 east of the roundabout on County Road 1 construction is behind schedule due to weather and the projected completion will be delayed. McCarthy reported Rice County Emergency Services Director Jennifer Hauer-Schmitz reviewed the recent storm damage and indicated public entities will be meeting with staff from Minnesota Homeland Security to complete a Preliminary Damage Assessment which will establish if the damage will qualify for financial assistance.

Mayor, Councilors and Committees

Mayor Switzer reviewed the October NAFRS Board Meeting and explained the new coordinator reviewed a work plan for the coming year. He indicated he was concerned regarding what appears what has been reported as administrative work already being done instead of what has been represented as a limited function of providing support to the Board. McCarthy stated staff can prepare a resolution to NAFRS to clarify the position and duties of the coordinator.

WORK SESSION

Review 2019 Levy and General Fund Budget

Administrator McCarthy reviewed the current status of the 2018 budget along with estimated year end revenue and expenditures. He reviewed the Proposed 2019 Budget explaining the year end projections and more complete information regarding the 2018 tax capacity appear to be in line with projections. Residential properties are expected to increase by about 6.6%.

REPORT OF OFFICERS, BOARDS AND COMMITTEES

Review 2019 Levy and General Fund Budget (con't)

Mayor Switzer asked if the General Fund Budget has any provision for an equipment shed at the Public Works facility. Council discussion indicated an interest in working the shed into the budget.

Review Community Survey for Comprehensive Plan

McCarthy reviewed the survey to go to all Dundas property owners to assist the City in preparing to begin the revision of the Comprehensive Plan.

ADJOURN

Motion by Cruz, second by Fowler, to adjourn the meeting at 8:05 p.m. MCU

Submitted by:

Attest:

John M. McCarthy, Administrator/Clerk

Glenn Switzer, Mayor