

**DUNDAS CITY COUNCIL
INITIAL and REGULAR MEETING MINUTES
Monday, January 07, 2019
7:00 p.m. Dundas City Hall**

Present: Mayor Glenn Switzer; Councilors Larry Fowler, Grant Modory, Chad Pribyl

Absent: John Cruz

Staff Present: 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 7:02 p.m. with the pledge of allegiance. A quorum was present.

PUBLIC FORUM/PRESENTATION

Norman Oberto, Dundas property owner, stated he met with neighboring landowner and indicated he would like to discuss with Council expediting the process to rezone the property.

APPROVAL OF AGENDA

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

INITIAL MEETING

Resolution 2019-01 A Resolution Designating Depositories and Establishing Procedures for Depositing and Investing Funds

Motion by Modory, second by Pribyl, to approve Resolution 2019-01. MCU

Name Official Newspaper - *Faribault Daily News*

Motion by Pribyl, second by Modory, to approve *Faribault Daily News* as the official City of Dundas newspaper. MCU

Appoint Acting Mayor

Motion by Switzer, second by Modory, to approve the appointment of Chad Pribyl as Acting Mayor. MCU

Appoint Officers and Members of Departments, Boards, Commissions, Committees

Motion by Pribyl, second by Modory, to approve the following appointments as recommended by Mayor Switzer:

Grant Modory to a one-year term on the Dundas Planning Commission as City Council Representative;

John Cruz to the Dundas Planning Commission for a four-year term;

Larry Fowler to a one-year Term on the Parks and Receptions Advisory Board as City Council Representative;

Michael Sherman and Emily Zimmer each to three-year terms on the Park and Recreation Advisory Board. MCU

Appoint Council Members to City Council Committees

Motion by Switzer, second by Pribyl, to continue the following Council committees and to approve the Mayor's recommendations for appointments as follows:

John Cruz and Glenn Switzer to the Finance and Legislation Committee;

Chad Pribyl and Grant Modory to the Human Resource Committee;

Larry Fowler and Chad Pribyl to the Public Safety Committee;

Grant Modory and Larry Fowler to the Public Works Committee;

INITIAL MEETING (con't)

Appoint Council Members to City Council Committees (con't)

**Glenn Switzer and John Cruz to the Business Development Committee;
City Administrator/Clerk/Treasurer to all standing committees. MCU**

CONSENT AGENDA

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

Approval of Regular Meeting Minutes of December 17, 2018;

Approval of Special Meeting Minutes of January 2, 2019;

Special Action Claims:

MN Rural Water Annual Membership 2019 - \$581.20

NAFRS Semi-Annual Payment - \$22,671.75

US Bank GO Series 2013A Bond P&I – \$236,716.25

DeMann Properties Tax Abatement - \$1,526.47

Northfield History Collaborative Partnership Annual Dues - \$200.00

Winona Mechanical, Inc – PRV Pay Voucher No. 6 - \$50,278.75

Healy Construction – 2017 Sidewalk Improvement Voucher No. 3 - \$19,495.98;

Expenditures - \$426,182.14. MCU

OLD BUSINESS

Classification and Compensation Study Presentation by Greg Mangold of David Drown Association

Greg Mangold reviewed a summary of the compensation information, employee's self-review, and existing job descriptions received from the City. He explained the salary survey, based on the benchmarks approved by the City Council, indicates compensation is competitive at the mid-point of the calculated comparative range. Mangold stated other than police officers, the City does not have a salary pay range structure. He will continue to work on developing a recommended salary range and classifications.

ORDINANCES/RESOLUTIONS

Resolution 2019-02 A Resolution Setting a Public Hearing to Consider Vacation of Drainage and Utility Easement in the City of Dundas, Rice County, Minnesota

Motion by Modory, second by Pribyl, to approve Resolution 2019-02. MCU

NEW BUSINESS

Consider City Administrator Search Proposal

Administrator McCarthy reviewed the proposal and comments from Human Resource Committee.

Motion by Fowler, second by Pribyl, to approve the City Administrator Search Proposal from DDA Human Resources, Inc. at a cost of \$18,000. MCU

Consider Expenses to Attend LMC Experienced Official Meeting

Motion by Pribyl, second by Fowler, to approve normal and customary expenses for attendance of Council members and city administrator to attend LMC Experienced Official Training in either Plymouth on February 1 and 2 or Brainerd on February 22 and 23. MCU

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Engineer – John Powell

Powell reviewed the status of the storm water pond maintenance planned for the pond east of Miller Court. The field survey is completed and sediment samples will be analyzed to determine the proper method of disposing the sediments.

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

City Administrator/Clerk/Treasurer – John McCarthy

Bridgewater Township: McCarthy reviewed the meeting of the Joint Dundas Planning Commission and Dundas Planning Commission Acting as the Planning and Zoning Commission for the Annexation Area held in December. He explained Bridgewater Supervisor Glenn Castore reviewed the background of the proposed township incorporation. Commission members representing the Township and Castore were asked why information regarding how incorporation will affect the Orderly Annexation Agreement and the City’s planning process was not been shared with Dundas. Castore stated the Township’s planning commission were not brought into the planning process initiated by himself and Supervisor Ebling until September.

NAFRS: McCarthy commented on response from NAFRS’ attorney on the City’s Resolutions 2018-58, 59 and 60.

Solar Energy: McCarthy reported there is considerable interest continues in Rice County in the development of Solar Energy, noting a large project appears to be planned for the Comus junction area.

City Hall Proposal: McCarthy stated due to the holiday there will be an extended time for responses to RFP on new City Hall as there has been numerous firms interested.

Mayor, Councilors and Committees

Ice Rink: Councilor Pribyl indicated the ice rink Ice at Bridgewater Heights is open.

In response to the request from business owner Oberto regarding expediting the zoning application process, Modory explained the process involves required statute and ordinances require assigned meeting dates and public hearings. McCarthy explained the City cannot accept any applications for self-storage facilities during the current moratorium.

Mayor Switzer indicated the Council has received a letter of resignation from John McCarthy, City Administrator/Clerk/Treasurer, indicating McCarthy’s last day will be May 31, 2019.

ADJOURN

Motion by Modory, second by Fowler, to adjourn the meeting at 8:14 p.m. MCU

Submitted by:

Attest:

John M. McCarthy, Administrator/Clerk

Glenn Switzer, Mayor