

DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES

Monday, April 22, 2019
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/Clerk 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 – No one spoke

APPROVAL OF AGENDA

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

CONSENT AGENDA

Motion by Fowler, second by Cruz, to approve the consent agenda as follows with removal of Bridgewater Township Tax Rebate for discussion:

Approval of Regular Minutes of April 8, 2019;

Special Action Claims:

Share of 2019 Mills Town Trails JPB - \$100.00;

Disbursements - \$53,314.16. MCU

Bridgewater Township Tax Rebate

Motion by Pribyl, second by Cruz, to approve the payment of \$49,965.90 to Bridgewater Township for the 2017 Tax Rebate subject to change upon completion of City's audit. Administrator McCarthy reported the City records of properties fully developed in 2018 do not appear to match the Township's list of properties coming off the eligibility roll. He indicated the format now being submitted is more difficult to evaluate. Mayor Switzer suggested paying the invoice and noting the amount could be "subject to change as City audit has not been completely conducted". **MCU**

OLD BUSINESS

Consider Accepting 2018 Audit Report

Motion by Pribyl, second by Cruz, to accept the 2018 Financial Statements and Independent Auditor's Report. City Administrator indicated the report was presented to Council at prior meeting and finds it to be complete. **MCU**

Consider Calling Special Meeting to Select Administrator

Motion by Switzer, second by Cruz, to call for a Special Council meeting to conduct interviews and to hire a City Administrator for Wednesday, May 1, 11:00 a.m. at Ruth-on-Stafford, 410 Stafford Lane N, Dundas MN. Administrator McCarthy reported Liza Donabauer of DDA Human Resources has provided the City with a draft schedule for interviewing the finalists for the City Administrator's position. He indicated there will be a tour of the City prior to the meeting. **MCU**

ORDINANCE AND RESOLUTIONS

Resolution 2019-14 A Resolution Adopting the Water Supply Plan

Motion by Fowler, second by Cruz, to approve Resolution 2019-24. MCU

NEW BUSINESS

Consider Approving Chapel Brewing Event

Motion by Pribyl, second by Fowler, to approve request from Chapel Brewing, 15 Hester Street East, to temporarily extend the area approved for consumption of alcohol into the parking area lot in order to host a special event on June 15, 2019. Administrator McCarthy reviewed the letter submitted by Chapel Brewing stating the event will be similar to last year with a 5K run/walk followed by music, He stated upon Council approval an application is submitted to the Alcohol and Gambling Enforcement Division to issue a 1 to 4 day temporary on-sale permit to serve and consume in the designated area. **MCU**

Consider Approval to Hire Financial Assistant

Motion by Pribyl, second by Cruz, to approve the recommendation from the Human Resource Committee to permit the City Administrator to hire a financial assistant at Grade 4. **MCU**

REPORTS OF OFFICERS, BOARDAS AND COMMITTEES

City Attorney – Paula Callies

Callies reviewed work on the Kwik Trip Development Agreement and indicated she continues to monitor the Bridgewater Township’s proposed incorporation effects on Dundas.

City Engineer – John Powell

Powell reviewed current projects he is working on.

City Administrator/Clerk/Treasurer

Financials: McCarthy reviewed several funds noting they are in good shape.

Planning Commission: McCarthy reported staff met with Fenway Land Company to review a proposal to amend the PUD for the remaining platted property in the Bridgewater Heights development. The developer is asking to amend the road plan by deleting the medium and traffic circles on Bridgewater Parkway for better traffic flow. They are also requesting consideration of unpaid development fees. Discussion followed on request on amending development agreement.

City Hall Project: McCarthy stated the project team met on April 10 and will meet again on April 24.

Bridgewater Township: McCarthy reported on request from Township to have a joint meeting with Council to consider changes in the Annexation Agreement and Incorporation. Attorney Callies provided comments. Discussion followed on method of proceeding.

WORK SESSIONS

Capital Improvement Projects (CIP) and Replacement Budget

Administrator McCarthy presented the Draft 2019 CIP Worksheet. He indicated the biggest project is \$1.6 million for a new City Hall and associated site improvements. He reviewed proposed projects for Parks, Public Safety and Public Works. Discussion followed.

ADJOURN

Motion by Cruz, second by Pribyl, to adjourn the meeting at 8:07 p.m. **MCU**

Submitted by:

Attest:

John M. McCarthy, Administrator/Clerk

Glenn Switzer, Mayor