

**DUNDAS CITY COUNCIL  
REGULAR MEETING MINUTES**

**Monday, May 13, 2019  
7:00 p.m. Dundas City Hall**

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

Absent: Councilor John Cruz

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 Modory, second by Pribyl, to approve the agenda with addition under New Business to Consider a Special Meeting. Motion Carried Unanimously (MCU)**

**CONSENT AGENDA**

**Motion by Fowler, second by Pribyl, to approve the consent agenda with removal of the Special Minutes of May 1, 2019:**

**Regular Minutes of April 22, 2019;**

**Resolution 2019-15 A Resolution Accepting Donations from 2019 Easter Egg Hunt;**

**Special Action Claims:**

**Abatement for DeMann Properties, LLC - \$1,526.48;**

**MCFOA Annual Dues for Deputy Clerk - \$45.00;**

**Disbursements - \$161,943.03. MCU**

**OLD BUSINESS**

**Consider TSP Contract for City Hall Design and Construction Administration**

**Motion by Fowler, second by Switzer, to approve the Architectural Contract with TSP for City Hall Design and Construction Administration.** Administrator McCarthy reported contract was reviewed by City Engineer and City Attorney. **MCU**

**ORDINANCES AND RESOLUTIONS**

**Resolution 2019-16 A Resolution Approving Appointment of Jenelle Teppen as City Administrator /Clerk/Treasurer**

**Motion by Fowler, second by Modory, to approve Resolution 2019-16.** Administrator McCarthy indicated upon acceptance of an approved contract the starting date will be June 3, 2019. Discussion followed concerning certain contract terms.

**Motion by Switzer, second by Pribyl, to postpone further discussion on Resolution 2019 – 16 until after completing the remainder of the agenda items and then recess to permit the Mayor and City Attorney to work with Janelle Teppen to resolve any issues regarding the Employment Agreement. (MCU)**

**Resolution 2019-17 A Resolution to Approve a Phased Retirement Option Agreement**

**Motion Modory, second Fowler, to approve Resolution 2018-17.** Councilor Modory indicated he has been contacted regarding the terms of the resolution and explained the position is to assist in the transition period with the new administrator deciding when to release the position. **MCU**

NEW BUSINESS

Renewal for Off Sale Intoxicating Liquor License

*AJE Enterprises, Inc., d/b/a Firehouse Liquor*

**Motion by Modory, second by Fowler, to approve the renewal for Off Sale Intoxicating Liquor License for AJE Enterprises, Inc. d/b/a Firehouse Liquor at 607 Stafford Road North for the period July 1, 2019 through June 30, 2020. MCU**

*Four Browns, LLC d/b/a/ MGM Wine and Spirits*

**Motion by Modory, second by Pribyl, to approve the renewal for Off Sale Intoxicating Liquor License for Four Browns, LLC d/b/a MGM Wine and Spirits at 420 Schilling Drive North for the period July 1, 2019 through June 30, 2020. MCU**

Renewal for Wine On-Sale

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

**Motion by Pribyl, second by Fowler, to approve the renewal for Wine On-Sale for CABB II, LLC d/b/a Cannon Valley Cinema 10 at 404 Schilling Drive North Unit 3 for the period July 1, 2019 through June 30, 2020. MCU**

Renewal for 3.2 Beer On-Sale

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

**Motion by Pribyl, second by Modory, to approve the renewal for 3.2 Beer On-Sale for CABB II, LLC d/b/a Cannon Valley Cinema 10 at 404 Schilling Drive North Unit 3 for the period July 1, 2019 through June 30, 2020. MCU**

Renewal for Combination On-Sale/Off -Sale Intoxicating Liquor License and Special Sunday On-Sale Licenses

*Dawn's Corner Bar, Inc., d/b/a Dawn's Corner Bar*

**Motion by Pribyl, second by Fowler, to approve the renewal for Combination On-Sale/Off-Sale Intoxicating Liquor License and Special Sunday On-Sale Licenses for Dawn's Corner Bar, Inc. d/b/a Dawn's Corner Bar at 200 Railway Street North for the period July 1, 2019, through June 30, 2020. MCU**

*Lyle and Pauline's, Inc., d/b/a L&M Bar and Grill*

**Motion by Modory, second by Pribyl, to approve the renewal for Combination On-Sale/Off-Sale Intoxicating Liquor License and Special Sunday On-Sale Licenses for Lyle and Pauline's Inc. d/b/a L&M Bar and Grill at 224 Railway Street North for the period July 1, 2019, through June 30, 2020. MCU**

Renewal for On-Sale 3.2 Malt Liquor License

*Dundas Baseball Association, d/b/a Dundas Duke's*

**Motion by Fowler, second by Pribyl to approve the renewal for On-Sale 3.2 Malt Liquor License at 214 First Street South for the period July 1, 2019, through June 30, 2020. MCU**

Renewal of Brewery Taproom License

*The Meetinghouse, LLC d/b/a Chapel Brewing*

**Motion by Pribyl, second by Fowler, to approve the renewal for Brewery Taproom License at 15 Hester Street East for the period July 1, 2019, through June 30, 2020. MCU**

Renewal of Small Brewer Off-Sale Intoxicating Liquor License

*The Meetinghouse, LLC d/b/a Chapel Brewing*

**Motion by Modory, second by Pribyl, to approve Small Brewer Off-Sale Intoxicating Liquor License at 15 Hester Street East for the period July 1, 2019, through June 30, 2020. MCU**

NEW BUSINESS (con't)

Consider Special Meeting with MN Rural Water

Administrator McCarthy indicated MN Rural Water request to have a scoping meeting for the Wellhead Protection Plan, Part II. City Engineer Powell reviewed the process. Consensus was to schedule at the Council's regular meeting on June 10, 2019.

REPORTS OF OFFICERS, BOARDS AND COMMITTEE

City Attorney – Paula Callies

Callies indicated she would be resigning as City Attorney and would like to continue working with the City on the Bridgewater Township incorporation project and other special projects if needed.

City Engineer – John Powell

Powell reported work has begun on the cleaning of the Millstone Stormwater Pond #2 along Armstrong Road; the PRV Station is complete; and stripping on County Rd 1 is being reviewed.

City Administrator/Clerk/Treasurer – John McCarthy

McCarthy reviewed his report with updates on Bridgewater Township's proposed incorporation. He reported the Township's Planning Commission held a public hearing to consider a conditional use permit for a gravel pit which would have included a property split in the Annexation Reserve District. The Township's zoning official incorrectly identified the property as being in the Rice County designated Urban Reserve.

McCarthy reported the Dundas Planning Commission is holding a public hearing on May 16 to consider a request by Fenway Land Company to adjust the road configuration and remove a traffic circle as they develop the remainder of Bridgewater Heights Phase I.

McCarthy stated the two part-time police officers have completed their training.

7:54 p.m. - Mayor Switzer recessed the meeting to resolve issues regarding Resolution 2019-16.

9:03 p.m. – Mayor Switzer called the meeting back to order.

Resolution 2019-16 A Resolution Approving Appointment of Jenelle Teppen as City Administrator /Clerk/Treasurer (con't)

Mayor Switzer resumed discussion of Resolution 2019-16 indicating during the recess, they were able to clarify some language regarding dues and subscriptions, professional development and a vacation bank upon beginning employment. He stated Janelle Teppen has agreed and has accepted the clarified Employment Agreement. **MCU**

WORK SESSION

Adjust Unpaid Development Fees

Administrator McCarthy reviewed a letter submitted by Mark Guenther of Fenway Land Company, Inc. regarding the outstanding balance of the development fees at Bridgewater Heights be reduced to \$370,000 payable upon recording the revised/amended Developers Agreement. He stated the letter also requested the City credit of approximately \$192,000 for utilities be paid \$100,000 upon completion of first lift of paving for single family lots in Phase 2 and balance upon remainder of the platted road paving.

ADJOURN

**Motion by Pribyl , second by Modory , to adjourn the meeting at 9:18 p.m. MCU**

Submitted by:

Attest: