

**DUNDAS CITY COUNCIL  
REGULAR MEETING MINUTES**

**Monday, August 12, 2019  
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, City Administrator/Clerk Jenelle Teppen, 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 Fowler, second by Cruz, to approve the agenda. Motion Carried Unanimously (MCU)**

**CONSENT AGENDA**

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

- Regular Minutes of July 22, 2019;**
- ATV Permit - Mark and Mady Keilen;**
- Disbursements - \$129,047.22. MCU**

**OLD BUSINESS**

Consider Approving Final Pay Voucher No. 2 and Change Order No. 1 for 2019 Storm Pond Maintenance Project

**Motion by Cruz, second by Fowler, to approve the final Pay Voucher No. 2 in the amount of \$2,155.75 to Swenke Ims Contracting, LLC and Change Order No. 1.** City Engineer Powell reviewed his memo and indicated final expense was below budget. **MCU**

Consider Approving Final Pay Voucher No. 5 and Change Order No. 1 for Cannon Road Improvements Project

**Motion by Cruz, second by Fowler, to approve the final Pay Voucher No. 5 in the amount of \$16,683.58 to Swenke Ims Contracting LLC and Change Order No. 1.** City Engineer Powell has indicated change was made on curb and gutter causing significant increase on final project cost. **MCU**

Consider Approving Final Pay Voucher No. 5 and Change Order No. 1 for Stafford Road North Improvements Project

**Motion by Pribyl, second by Cruz, to approve the final Pay Voucher No. 5 in the amount of \$37,081.17 to Swenke Ims Contracting LLC and Change Order No. 1.** City Engineer Powell stated heavy rains during the project created an increase in final cost. **MCU**

**ORDINANCES AND RESOLUTIONS**

Resolution 2019-28 A Resolution Appointing a Responsible Authority and Assigning Duties

**Motion by Modory, second by Pribyl, to approve Resolution 2019-28.** Administrator Teppen explained the purpose of the resolution is to assign a person for data practice purpose. **MCU**

Ordinance 2019-06 An Ordinance Amending Dundas City Code Chapters 91 and 154 Regarding Limited Keeping of Chickens

**Motion by Modory, second by Cruz, to approve Ordinance 2019-06. MCU**

ORDINANCES AND RESOLUTIONS (con't)

Resolution 2019-26 A Resolution Approving NAFRS Operating Expense Budget Request for 2020

**Motion by Modory, second by Switzer, to approve Resolution 2019-26.** Administrator Teppen reviewed the areas causing increase from previous years and City’s share amount. **MCU**

Resolution 2019-27 A Resolution Approving NAFRS Capital Expenditure Budget Request for 2020

**Motion by Modory, second by Cruz, to approve Resolution 2019-27.** Administrator Teppen reviewed the increase due to equipment and City’s share. Mayor Switzer discussed NAFRS project coordinator position in the beginning had a goal to assist in organizing, which now has resulted in new positions. Discussion followed. **MCU**

NEW BUSINESS

Consider Awarding 2019 Contract for Seal Coating

**Motion by Modory, second by Cruz, to receive the two bids for seal coating and award the contract to Pearson Bros. Inc for the bid amount of \$53,282.16.** City Engineer Powell presented two contractors bids for seal coating: Pearson Bros. Inc. for \$53,282.16 and Fahrner Asphalt Sealer, LLC at \$92,314.44. He stated staff recommends awarding bid to Pearson Bros. **MCU**

Consider Advertising for Bids for Proposed City Hall Parking Lot and Utilities

**Motion by Cruz, second by Modory, to authorize the advertisement for bids regarding the plans and specifications for the proposed City Hall parking lot which includes utilities.** Engineer Powell presented and reviewed the plans and specifications for the proposed City Hall parking lot, retaining wall, sidewalk and requested authorizing advertisement for bids which would include extension of utilities at an estimated cost of \$246,000. **MCU**

Consider Additional Fee Proposal for Bidding and Construction Administration Services.

**Motion by Cruz, second by Fowler, to approve an additional fee proposal of \$17,750 to TSP, Inc. to cover bidding and negotiation services and construction administration visits relating to the new City Hall project.** Administrator Teppen requested Council consider additional services from TSP for bid review increasing architect visits during the construction phase to assure the quality of the work is in accordance with the contract documents and contractor is due the payment. She stated staff recommends it to be of value. **MCU**

REPORT OF OFFICERS, BOARDS AND COMMITTEES

City Attorney – Paula Callies: Callies stated working on Bridgewater Township Incorporation and has been working with City Planner as the ARD Zoning Administrator.

City Engineer – John Powell: Powell reviewed key items from in his report.

City Administrator/Clerk/Treasurer – Jenelle Teppen: Teppen stated will be interviewing applicants for the full time Police Officer position, and she reviewed upcoming agenda items.

Mayor, Councilors and Committees

Chair Modory stated the Planning Commission meeting for August 15th has been cancelled.

ADJOURN

**Motion by Cruz, second by Modory, to adjourn the meeting at 8:06 p.m. MCU**

Submitted by:

Attest:

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Jenelle Teppen, City Administrator/Clerk

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Glenn Switzer, Mayor