

**DUNDAS CITY COUNCIL  
REGULAR MEETING MINUTES**

**Monday, August 26, 2019  
7:00 p.m. Dundas City Hall**

Present: Councilors John Cruz, Larry Fowler, Grant Modory Chad Pribyl

Absent: Mayor Glenn Switzer

Staff Present: City Attorney Paula Callies, City Engineer John Powell, City Administrator/Clerk Jenelle Teppen, Deputy Clerk Linda Ripka

**CALL TO ORDER/PLEDGE ALLEGIANCE**

Acting Mayor Pribyl 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

**PRESENTATION**

AEM Second Quarter 2019 Financial Report

Second quarter financial report for 2019 was presented by Vicki Holthaus of AEM Financial Solutions. She reviewed and commented on the following reports: General Fund Cash Balance for 2019; Revenues and Expenditure Budget and Actual; Cash Balances by Fund; Water Fund and Sewer Fund.

**APPROVAL OF AGENDA**

**Motion by Fowler, second by Cruz, to approve the agenda with addition of Resolution 2019-31 Amending Tax Rebate Fee. Motion Carried Unanimously (MCU)**

**CONSENT AGENDA**

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

**Special Meeting Minutes June 24, 2019;**

**Regular Minutes of August 12, 2019;**

**Disbursements - \$70,461.53. MCU**

**OLD BUSINESS** – No old business.

**ORDINANCES AND RESOLUTIONS**

Resolution 2019-29 A Resolution Supporting Mill Towns Joint Powers Board \$2.25 Million Bonding Request for 2020

**Motion by Fowler, second by Cruz, to approve Resolution 2019-29.** Discussion on the location of the reconstruction of the existing trail and construction of a new trail segment. **MCU**

Resolution 2019-30 A Resolution Approving Lot Combination for A&J Storage-Byron LLC

**Motion by Modory, second by Pribyl, to approve Resolution 2019-30.** Administrator Teppen explained the two parcel properties need to be combined for the future location of West Apartment complex and related parking area. Attorney Callies indicated the small lot is a substandard lot. **MCU**

Resolution 2019-31 A Resolution Amending the Tax Rebate Fee Charged with Building Permits for Single-Family Homes constructed in Areas Annexed Since the 2004 Orderly Annexation Agreement

**Motion by Modory, second by Cruz, to approve Resolution 2019-31 and direct staff to review as part of fees.** John McCarthy explained the history of determining the tax rebate fee and reason for increase is due to covering the cost paid to Bridgewater Township per the annexation agreement. Discussion followed noting the fee is part of the development agreement with Fenway Land Company. **MCU**

**NEW BUSINESS**

Consider Appointing Robert Wilkins to the Full-Time Police Officer Position

**Motion Cruz, second Modory, to approve Robert Wilkins to the Full Time Police officer. MCU**

Consider Award of Bid for City Hall Project

**Motion Modory, second Cruz, to award the bid of \$1,628,759.00 to Professional Contractors (Procon) of Faribault, Minnesota.** Administrator Teppen indicated will hold a public hearing on October 28, 2019, for bond sale. She explained the schedule in moving forward. **MCU**

**REPORT OF OFFICERS, BOARDS AND COMMITTEES**

City Engineer – John Powell

Powell provided an update regarding the inability of contractors to commit to concrete work through 2019 which will move back the start of 2019 sidewalk project to 2020 construction.

City Administrator/Clerk/Treasurer

Teppen reported Attorney Callies has indicated would like to remain the City Attorney and has withdrawn her notice of retiring.

**WORK SESSION**

Proposed 2020 General Fund Budget

John McCarthy reviewed his report and stated in preparing 2020 budget, the levy increase is being proposed at 7.8%. He reviewed report of Estimated Market Value (EMV) for the City, compared projected increase in expenses higher due to new City Hall and parking lot but noted falling interest rate will help offset the increase. He reviewed by department the expenditures for general government, public safety, public works, and parks and recreation. McCarthy stated in summary the proposed General Fund operating budget for 2020 is about \$7,745 (.7%) higher than the expenditure.

**ADJOURN**

**Motion by Cruz, second by Fowler, to adjourn the meeting at 8:24 p.m. MCU**

Submitted by:

Attest:

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Jenelle Teppen, City Administrator/Clerk

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Glenn Switzer, Mayor