

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES**

Monday, May 11, 2020

7:00 p.m. Online/Phone

Present: Mayor Glenn Switzer; Councilors John Cruz, Larry Fowler, Grant Modory, Chad Pribyl
Staff Present: City Attorney Paula Callies, City Engineer John Powell, Administrator/Clerk Jenelle Teppen, Deputy Clerk Linda Ripka

CALL TO ORDER/PLEDGE ALLEGIANCE

Mayor Switzer called the online/phone Council meeting to order at 7:03 p.m. A quorum was present.
Roll Call present: Mayor Switzer and Councilors Cruz, Fowler, Modory, and Pribyl.

PUBLIC PRESENTATION/FORUM – None

APPROVAL OF AGENDA

Motion by Fowler, second by Cruz, to approve the agenda. Motion carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

CONSENT AGENDA

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

Regular Minutes of April 27, 2020;

New ATV License – Kyle Rasmussen;

Professional Contractors Payment No. 8 City Hall Project - \$162,280.14;

Disbursements - \$259,318.35. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

OLD BUSINESS – No old business before Council.

ORDINANCES AND RESOLUTIONS

Ordinance 2020-03 An Ordinance Establishing a Planned Unit Development Amendment for Dundas Commercial Park Fourth Addition

Motion by Switzer, second by Cruz, to approve Ordinance 2020-03 with amendment by Pribyl addition under Section 3C: “The Property will respond within fourteen (14) days from receiving any maintenance notice from the City regarding the fence.” Administrator Teppen referred to the City Planner’s Sparks memo relating to request was for lot line change, new gate structure, 14-foot fence, landscaping and required an Encroachment Agreement. Councilor Pribyl and Cruz asked the maintenance of the 14-foot fence be more defined with a specific time frame than what is in the Ordinance. Tyler Edwards of Menards stated fourteen days would be agreeable and send to the appropriate address.

Motion Carried. Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

Resolution 2020-18 A Resolution Approving a Lot Line Adjustment for Menard, Inc. and Green AV, LLC between 100 Schilling Drive South and 200 Schilling Drive North

Motion by Modory, second by Cruz, to approve Resolution 2020-18. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

Resolution 2020-19 A Resolution Approving a Planned Unit Development (PUD) Amendment and Site & Building Plan Review for a New Gate Structure for Menard, Inc. at 100 Schilling Drive South

Motion by Pribyl, second by Cruz, to approve Resolution 2020-19 with amendment by Pribyl to add as part of following condition: Respond within fourteen (14) days on any maintenance notice from the City regarding the fence. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

ORDINANCE AND RESOLUTIONS (con't)

Ordinance 2020-04 An Ordinance Amending Section §154.097 to Include Day Care Centers as a Conditional Use Permit in the LI, Limited Industrial District

Motion by Modory, second by Pribyl, to approve Ordinance 2020-04. Administrator Teppen summarized City Planner Sparks memo and stated the request was reviewed at the April 27th Planning Commission with a recommendation to Council. She stated the day care center would require a conditional use permit. **Motion Carried.**

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

Resolution 2020-20 A Resolution Approving Subdivision at 116 Depot Street

Motion by Modory, second by Pribyl, to approve Resolution 2020-20. Administrator Teppen stated the application was reviewed at the April 27th Planning Commission meeting requesting a subdivision for a 20-acre parcel and a 2-acre parcel which has a current house. **Motion Carried.**

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

NEW BUSINESS

Consider Accepting First Quarter Financial Report

Hannah Lynch, Financial Director of AEM, presented the First Quarter Financial Report noting the areas affected by the bonding payments for the new City Hall, stated no relative concerns on budget, and the interest rates for investments remained strong through March 30, 2020, She indicated the water and sewer funds compared to prior year looked to be more favorable, mainly due to connection fees.

Motion by Cruz, second by Pribyl, to accept the First Quarter Finance Report as presented by consulting firm Abdo, Eick & Meyers (AEM).

Motion Carried. Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

Renewal for Off Sale Intoxicating Liquor License

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

Motion by Pribyl, second by Cruz, 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, 2020, through June 30, 2021. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Ye

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

Motion by Fowler, second by Cruz, 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 July1, 2020, through June 30, 2021. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

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, 2020, through June 30, 2021. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

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, 2020, through June 30, 2021. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

NEW BUSINESS (con't)

Renewal of Brewery Taproom License

The Meetinghouse, LLC d/b/a Chapel Brewing

Motion by Cruz, second by Fowler, to approve the renewal for Brewery Taproom License for The Meetinghouse, LLC d/b/a/ Chapel Brewing at 15 Hester Street East for the period July 1, 2020, through June 30, 2021. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

Renewal of Small Brewer Off-Sale Intoxicating Liquor License

The Meetinghouse, LLC d/b/a Chapel Brewing

Motion by Fowler, second by Pribyl, to approve Small Brewer Off-Sale Intoxicating Liquor License for The Meetinghouse, LLC d/b/a Chapel Brewing at 15 Hester Street East for the period July 1, 2020, through June 30, 2021. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

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

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

Motion by Fowler, second by Cruz, 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, 2020, through June 30, 2021. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Attorney – Paula Callies

Callies reported she received the title work back on the current City Hall and reported there was no deed or covenant restrictions and the legal description has been updated. She stated this now allows the sale of the City Hall building if Council chooses.

City Engineer – John Powell

Powell reported in the Bridgewater Heights recent addition area the curb and bituminous along with the concrete sidewalk have been completed. He stated the parking lot for the new city hall has been delayed but may begin later this week.

Councilor Pribyl inquired about the Kwik Trip street project widening of Schilling Drive and Hester Street.

WORK SESSION

2021 Proposed Budget Calendar and Process

Hannah Lynch, Financial Director of AEM, presented and reviewed the proposed timeline and tasks for preparing the 2021 Budget. She explained the various monthly goals and areas of the budgets noting filing dates for the preliminary budget and the final budget.

ADJOURN

Motion by Cruz, second by Modory, to adjourn the meeting at 8:03 p.m. Motion Carried.

Roll Call: Switzer Yes; Cruz Yes; Fowler Yes; Modory Yes; Pribyl Yes

Submitted by:

Attest:

Jenelle Teppen, Administrator/Clerk

Glenn Switzer, Mayor