

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES
Monday, January 28, 2008
7:00 p.m.
Dundas City Hall**

Roll Call: Chad Marks, Mary Amy, John Cruz, Tresa Mazurek, John Zander

Others Present: Representative David Bly, Chip DeMann, Chuck DeMann, Jim Kessler, Dusty Budd (KYMN), Bruce Morlan, City Attorney Paula Callies, City Engineer Tom McMahon, City Administrator John McCarthy

Call to Order/Pledge Allegiance

Mayor Marks called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. A quorum was present.

Jim Kessler (Dundas resident) said he had presented a letter concerning the City's Well Ordinance. He would like it to be on the next Council agenda.

Bruce Morlan (Planning Commission) presented the information regarding a resolution passed by the Planning Commission forming a joint task force to prepare a regional transportation plan.

Representative David Bly stated he welcomes any comments regarding upcoming session and concerns. He has introduced a bill relating to the Mill Towns Trail.

- a. McCarthy identified changing the boundaries Wild and Scenic Recreation Zone in the annexation area, LGA, and transportation funding as concerns. Bly stated he is supportive of cities receiving a fair distribution of funds, and he has voted for a gas tax increase. Mayor Marks expressed his concern for cities outside the metro area receive funds for their roads as many have been patched for years.
- b. Councilor Zander asked about the legislative status of ethanol plants. Bly stated the legislature is having a second look, specifically water usage and subsidies. He will be introducing a feed-in tariff bill allowing a small developer a fixed price from utilities.
- c. Bly stated health care is a main issue and is moving toward a universal coverage. He supports Medicare type system for all such as a Single-Payer Bill. He indicated education is another priority, and there is an effort to provide more funds.

Approval of Agenda

Motion by Amy, second by Cruz, to approve Agenda with the following additions: under Councilor Report: Planning Commission by John Cruz; Business Group by John Zander; and Mayor's Report. Motion Carried Unanimously (MCU)

Consent Agenda

Councilor Mazurek requested removal of Minutes of Regular Meeting of January 14 and Appointment of City Clerk/Treasurer. McCarthy requested removal of expenditures.

Consent Agenda (con't)

Motion by Amy, second by Zander, to approve Consent Agenda of:

Special Meeting Minutes of January 14, 2008;

Budget Modification for S.E.H. Inc.:

Special Action Claims:

i. Wells Fargo Bond Payment \$29,231.25

ii The Bank of New York Bond Payment \$92,732.50

iii S.E.H. Engineering \$100,000

MCU

Approval of Regular Meeting Minutes of January 14, 2008

Mazurek expressed concern regarding lengthy description on discussion of a citizen's complaint.

Zander was surprised on the length of discussion and requested the opportunity to review the tape. He requested the minutes be tabled until next meeting.

Mayor Marks laid over approval of regular minutes of January 14, 2008, until the following meeting.

Appointment of John McCarthy as City Clerk/Treasurer

Mazurek stated she didn't recall such an appointment every year by Council.

McCarthy stated it is part of the Ordinance requirement and was not done last year. Marks agreed past Council had made the appointments.

Attorney Callies indicated the Ordinance does specify appointment of a Clerk and Treasurer, and she will provide the requirements of the Ordinance and State law at the next meeting.

Approval of Expenditures

McCarthy indicated there were two expenditures relating to wire transfer charges of \$8.00 each , which should not have been included in the total.

Motion by Mazurek, second by Amy, to approve expenditures of \$274,906.89. MCU

Unfinished Business

Set 2008 Wages for Non-exempt Employees not Covered by Collective Bargaining Unit

Mazurek stated the administrative assistant is at the high end of the scale and recommends not giving a raise this year.

Amy stated Linda Ripka has been with the City for a number of years and is at the top of the pay scale and well paid for the position but felt after sixteen to eighteen months since last raise, a 1-1.5% as a merit should be considered, about 17 cents. Recommendation for Chief of Police was 2-2.5% increase, about 62 cents.

Mazurek suggested 1% increase for Chief of Police, 25 cents, as he stated to her he was fine where he was at. She stated he has proven himself. The Administrative Assistant has not received a raise in eighteen months but had received three prior raises. Mazurek suggested a formal type of a proposed wage range for each job description.

Motion by Mazurek, second by Zander, to increase the pay rate of Chief of Police, Gordon Mincke, by 25 cents per hour, and a freeze in wages for the Administrative Assistant, Linda Ripka. Marks felt there should be an incremental increase for administrative assistant. Cruz agreed to an increase to show appreciation. He said 1% for the administrative assistant is not unreasonable and 2-2.5 % is not unreasonable for Chief of Police. Amy felt the Chief of Police should be considered for 2-2.5% as it is in the budget. Mazurek remarked the Chief stated to her he didn't want a raise and rather it go to the department.

Mazurek amended the motion to increase the Administrative Assistant wages by 9 cents to \$17.45 an hour, the amendment was agreed to by second. Motion failed.

2 Yes, 3 No. Roll call: YES: Mazurek, Zander NO: Marks, Amy, Cruz

Motion by Marks, second by Zander, for a wage increase of 25 cents an hour for the Chief of Police and 14 cents an hour for Administrative Assistant. Cruz felt the City should not undervalue employees and suggested 2.0% for Chief of Police and 14 cents remain for Administrative Assistant.

Marks amended the motion to increase the adjustment for the Chief of Police to \$25.50 per hour, the amendment was agreed to by second. MCU

New Business

Resolution 2008-04 Resolution Adopting Pay Equity 2007 Report

Mazurek suggested rather than doing the Pay Equity Report inhouse, it should be done professionally by a consultant. McCarthy stated, in his opinion for a small City, it is an unnecessary expense as the League of MN Cities provides guidelines. Council concluded the costs incurred for a professional outside group doing the report should be reviewed.

Motion by Mazurek, second by Zander, to approve Resolution 2008-04. MCU

Resolution 2008-05 Resolution Adopting Less Lethal Force Weapons (Taser) Policy

Motion by Mazurek, second by Zander to approve Resolution 2008-05. MCU

Reports of Officers, Boards and Committees

City Administrator/Clerk Report

McCarthy reported three applications have been returned regarding the SCDP Owner Occupied Rehabilitation Forgivable Loan Pre-Application. The deadline has been extended until noon on Wednesday, January 30, 2008.

McCarthy gave an update on the Planning Commission elections: John Cruz as Chair; Bruce Morlan as Vice Chair; and Erik Bjornard as Secretary. The Planning Commission has begun the proposal changes to the Sign Ordinance and had good input from local business at their last meeting. Draft copies are available at City Hall.

A rezoning request will be coming before the Planning Commission from owners of Schrader's Photography on Hester Street requesting it be rezoned to commercial in compliance with the City's comprehensive plan. City Engineer McMahan indicated it currently is under a variance and is taxed as commercial property.

McCarthy presented the draft of Resolution 2008-06, A Resolution of the Dundas City Council to Initiate Action for Legislative Boundary Adjustment to the Cannon River Wild and Scenic Recreational Land Use District.

Motion by Mazurek, second by Marks, to approve Resolution 2008-06. MCU

Mayor Marks sent a letter to Bridgewater Township regarding the Annexation Agreement and zoning. He has not received an official response.

McCarthy updated Council on several complaints received.

The Finance and Legislative Committee met with Chief Mincke to review the possibility of adding a fulltime officer, which would impact the budget about an additional \$20,000.

An additional two parties have requested information on the Kor Site Redevelopment. Outside storage has been a factor on all inquiries and the City should look into either rezoning or allowing it.

City Administrator/Clerk Report (con't)

Northfield has provided the City with a 'final draft' on a rewrite of the Comprehensive Plan which excludes any reference to County Road 1 realignment.

Dundas Historical Society has tentatively set June 7, 2008, as a date to hold a community celebration and McCarthy reviewed some proposed events.

McCarthy gave an update on the Northfield/Dundas Area Joint Governmental Meeting of January 23, 2008.

Councilor's Reports

Parks and Recreation Advisory Board

Mazurek recapped December 13th Park Board meeting on the recommended proposed rental fee changes to the Ordinance for the Memorial Pavilion as follows:

One 4-hour block for \$40.00	Two 4-hour blocks for \$75.00
All day (7:00 a.m. to 10:00 p.m.) \$110.00	Damage deposit \$100.00

Motion by Marks, second by Mazurek, to have staff prepare an ordinance change on the fee structure for renting the Pavilion. MCU

Park Board members approved a request for the City Council to consider an assessment for improving Millstone Park, which would be limited to playground equipment and play area trails in accordance to MN Statue 429.021 Local Improvement Section 1(6). Marks felt it needs to be looked at through the Finance & Legislation Committee. Mazurek stated suggestions from the Park Board have been to petition the area to see what percentage of residents want playground equipment and also to consider funds from those who have donated.

Planning Commission

Cruz reported there was a good turn out of business owners at the last Planning Commission meeting, and stated a good discussion took place concerning their input on changes to the Sign Ordinance.

Business Development Committee

Zander proposed an idea for a business development committee versus an EDA as a way to encourage growth in Dundas. McCarthy and Callies will review and present at the next meeting.

Human Resource Committee

Marks stated the Council will have a closed meeting on February 11th for a performance evaluation of the administrator/clerk.

Mazurek commented the recent LMC meetings for Experienced Officials was excellent and was on ethics. Suggested Council looks at placing a Code of Ethics in the Ordinance. Mazurek suggested John McCarthy attend anger management class as a result of his conduct November 1st. Marks stated a motion for disciplinary action was defeated by Council. Marks requested Callies review the records and report to Council.

Adjournment

Motion by Mazurek, second by Cruz, to adjourn the meeting at 9:24 p.m. MCU