

**DUNDAS CITY COUNCIL
REGULAR MEETING
Monday, May 12, 2007
7:00 p.m. Dundas City Hall**

Present: Mayor Chad Marks, Tresa Mazurek, John Cruz, John Zander
Not Present: Mary Amy

Others Present: Chuck DeMann, Chip DeMann, Dusty Budd (KYMN) City Attorney Paula Callies, City Engineer Tom McMahon, Administrative Assistant Linda Ripka, Chief Gordon Mincke, 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. Roll call taken. A quorum was present.

Approval of Agenda

Motion by Mazurek, second by Cruz, to approve the Agenda with the addition of 6(f) request of the use of Pavilion from the Dundas Business & Professional Group and 7(a) City Engineer Report from Tom McMahon. Motion Carried Unanimously. (MCU)

Consent Agenda

Mazurek requested removal of the Regular Meeting Minutes of April 28, 2008.

Motion by Mazurek, second by Cruz, to approve Consent Agenda:

**Special Action Claim; League of MN Cities Insurance Trust for \$250.00;
Expenditures for \$59,078.23**

MCU

Regular Meeting Minutes of April 28, 2008

Motion by Mazurek, second by Cruz, to approve the Regular Meeting Minutes of April 28, 2008. MCU

Unfinished Business

HVAC for City Hall

Mayor Marks noted Council had requested additional proposals for a HVAC unit at City Hall at the last meeting. McCarthy reviewed three proposals with staff's recommendation Council approve the proposal from Streit Heating & Cooling and electrical work by Guth Electric.

Motion by Marks, second by Mazurek, to accept the proposal from Streit Heating and Cooling for a Bryant/Carrier unit at a cost of \$7,002.00, and Guth Electric for electrical work not to exceed \$600.00. MCU

New Business

Street Maintenance

McCarthy reviewed the recommendation by the Public Works Director for seal-coating, patching and crack filling needed throughout the town. Discussion on the areas and time line followed with concern on completion due to the Hwy 3 closing with the detour through Dundas. Stripping is not included in the quotes.

Motion by Mazurek, second by Cruz, to approve the street maintenance request for seal-coating, patching and crack filling as per the recommendation by the Public Works Director in the amount of \$47,918. MCU

Rice County Drug Task Force

Attorney Callies had reviewed the Joint Powers Agreement for the Rice County Drug Task Force and recommended approval by Council.

Motion by Mazurek, second by Zander to approve entering into the Joint Powers Agreement to establish the Rice County Drug Task Force and authorize staff signatures. MCU

Swat Team Mutual Assistance

Attorney recommended Council seek clarification regarding payment to officers as outlined in paragraph 8.

Motion by Mazurek, second by Cruz, to approve the Cooperative Agreement for SWAT Team Mutual Assistance contingent on the recommendation of City Attorney. MCU

Discussion on Police Department Staffing

McCarthy reviewed the 5-year budget and effect of increasing police staff. He recommended Council delay any final decision on long term staffing of the police department until the completion of the current legislative session. The city will have a clearer picture of the financial impacts of any new legislation, possibly limiting City budgets. Marks suggested waiting for a full Council to decide.

Motion by Mazurek, second by Zander, to approve the hiring of a full time officer for the Dundas Police Department. Chief Mincke indicated an part time officer has submitted his resignation and noted part time officers are not always available for weekends or for extra hours. He further stated the department is currently under staffed and a full time office would provide about an additional 20 hours of coverage weekly. **MCU**

Discussion on Assessment for Playground Equipment at Millstone Park

Attorney Callies reviewed her memo outlining the procedure for assessing property under MN Statue Ch. 429 for park improvements. McCarthy presented a cost comparison on the possible assessment amount of \$185.00 over a three-year payment vs. a five-year payment to Millstone residents.

Mazurek indicated the Parks & Recreation Advisory Board is concerned people might become confused by both fund raising and assessments to improve Millstone Park. Marks suggested a town meeting for Millstone residents to explain the alternatives. McCarthy indicated a mailing could be prepared for the affected residents. Marks suggested Mazurek and McCarthy work on a proposal for the Council.

Pavilion Rental for Dundas Professional and Business Group

McCarthy presented a request from the Dundas Professional & Business Group for Council to waive the Pavilion rental fee on Thursday, May 22, at 5:30 p.m. The purpose of the meeting is for a retail event to raise money for the parks.

Motion by Mazurek, second by Zander, to approve waving the Pavilion rental fee for the Dundas Professional and Business Group on May 22, 2008. The event will raise money for Dundas City Parks. MCU

Reports of Officers, Boards and CommitteesCity Engineer – Tom McMahan

Rejoice Lutheran Church: McMahan reported Rejoice Church has submitted their plans for a new church to the City along with the location of the building in the Orderly Annexation Area. A Conditional Use Permit request will be presented to Planning Commission on May 22, 2008. Attorney Callies gave an update from the Bridgewater Township meeting.

City Engineer – Tom McMahon (con't)

Northwest Northfield Highway Corridor Study: McMahon gave an update from the recent open house meeting and reviewed the mapping of the Northwest Northfield Highway Corridor Study.

Pump House: McMahon reported there are some problems at the well house surrounding the heater in the generator room and the dry sprinkler system. He is working with an HVAC firm who will give an objective review. He reported the heater is too small and needs to be replaced recommending it be doubled. Removal and replacement would be the responsibility of S.E.H. while the City would pay the cost of upsizing the unit. McMahon to provide information on the cost at the next meeting.

Sign Ordinance: The public hearing for the newly revised in the Sign Ordinance will be on Thursday, May 22 at 7:00 p.m. at the Planning Commission meeting.

City Administrator – John McCarthy

Delinquent Utility Bill: McCarthy reported of the 22 delinquent accounts approved by Council for shut off at the last meeting, nine were sent shut off day notice and all but one (an unoccupied foreclosure) either paid or have setup a payment plan.

Kor Property: McCarthy stated the notice of the sale for Kor property went into the *Northfield News* and is also on the website. Proposals are due in to the City by June 19.

Springsted: McCarthy reported McMahon and he met with Brenda Kruger of Springsted to discuss the 429 Bond for Railway Street and bonding for the shortfall in the recently completed infrastructure projects.

Community Garden: McCarthy gave an update on the progress of the Community Garden and the need for water.

Motion by Cruz, second by Zander, to approve using City water to fill any water tank for the use in the Community Garden. Mazurek asked if the usage could be tracked. **MCU**

Northfield Rural Fire Protection District: McCarthy reported the Rural Fire has billed the City but they do not have a method of computing the City's portion of the fees.

Park & Recreational Advisory Board: McCarthy reported last week's meeting discussed fund raising for Millstone Park. Mazurek stated it could include outdoor movie nights and/or a T-ball event with the Dukes.

Councilor Reports

Zander asked if any one has reported any odor in the water. Staff reported there have been no recent reports. McMahon stated inspection will be within the next month on the new water tower.

Adjournment

Motion by Mazurek, second by Cruz, to adjourn at the meeting at 8:22 p.m. MCU

Respectfully submitted,

Attest:

John M. McCarthy, Administrator/Clerk

Chad Marks, Mayor