

**DUNDAS CITY COUNCIL  
REGULAR MEETING AGENDA  
Monday, April 24, 2023  
7:00 p.m. City Hall**

- 1. Call to Order/Pledge Allegiance**
- 2. Roll Call** Mayor Switzer, Council members Gallagher, LaCroix, Modory, Swartwood
- 3. Public Comment**
- 4. Approval of Agenda**
- 5. Consent Agenda** *(All items on the Consent Agenda are considered routine and have been made available to the City Council at least 2 days in advance of the meeting. The items will be enacted in one motion. There will be no separate discussion of these items unless a council member or citizen requests, then the item will be removed from this agenda and considered in normal sequence.)*
  - a. Regular Minutes of April 10, 2023
  - b. Resolution 2023-09 A Resolution Retaining Statutory Tort Limits for Fiscal Year 2023
  - c. Disbursements - \$104,013.90
- 6. Regular Agenda**
- 7. Reports of Officers, Boards and Committees**
  - b. City Engineer
  - c. City Administrator/Clerk
  - d. Mayor, Councilors and Committees
- 8. Announcements**
  - a. City Council Meeting – Monday, May 8 and May 22 at 7:00 pm. City Hall
  - b. Park & Recreation Advisory Board – Tuesday, May 9 at 7:00 p.m. City Hall
  - c. Planning Commission Meeting– Thursday, May 18 at 7:00 p.m. at City Hall
- 11. Adjourn**

**DUNDAS CITY COUNCIL  
REGULAR MEETING MINUTES  
Monday, April 10, 2023  
7:00 p.m. City Hall**

Present: Mayor Glenn Switzer Councilors Ashley Gallagher, Grant Modory, Luke Swartwood

Absent: Council member Luke La Croix

Staff: City Engineer Dustin Tipp, City Administrator/Clerk Jenelle Teppen

**CALL TO ORDER**

Mayor Switzer called the meeting to order at 7:02 p.m. A quorum was present.

**PUBLIC FORUM** – No public presentation to the Council

**APPROVAL OF AGENDA**

**Motion by Modory, second by Swartwood, to approve the agenda. Motion Carried Unanimously (MCU)**

**CONSENT AGENDA**

**Motion by Swartwood, second by Gallagher, to approve the consent agenda as follows:  
Regular Minutes of March 27, 2023;  
Disbursements - \$104,013.90. MCU**

**REGULAR AGENDA**

There were no regular agenda items brought before Council.

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES**

City Engineer – Dustin Tipp

Tipp reported that staff is working on a memorandum to Rice County regarding CSAH 1 and Highway 3 trails. Sidewalks and pedestrian crossings. He also reported that staff has been in contact with a local contractor to schedule pot hole repairs.

City Administrator/Clerk - Jenelle Teppen

Teppen reported that the Easter Egg Hunt was well attended, and that there will be a Work Session at the April 24 City Council meeting to review future Police Capital expenditures.

Mayor, Councilors and Committees

Nothing to report

**ADJOURN**

**Motion by Modory, second by Swartwood, to adjourn the meeting at 7:07 p.m.**

Minutes prepared by Jenelle Teppen, City Administrator/City Clerk



## REQUEST FOR COUNCIL ACTION

TO: City Council Members

FROM: Jenelle Teppen, City Administrator

SUBJECT: Consider Resolution 2023-09 Retaining Statutory Tort Limits

DATE: For the City Council Meeting of April 24, 2023

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### PURPOSE/ACTION REQUESTED

Consider Resolution 2023-09 retaining statutory tort limits for 2023.

### SUMMARY

The League of Minnesota Cities Insurance Trust (LMCIT) insures the City of Dundas for liability and property damage. Cities obtaining liability coverage from LMCIT must decide whether or not to waive the statutory tort limits to the extent of the coverage purchased. The decisions to waive or not waive the statutory limits has the following effects:

- If the City does not waive the statutory tort limits, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total, which all claimants would be able to recover for a single occurrence to which the statutory limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
- If the City waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$2,000,000 on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.
- If the City waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory limits apply would also be limited to the amount of coverage purchase regardless of the number of claimants.

Only about 18% of LMCIT members have chosen to waive the statutory limits. When the city chooses the "waive" option, the city waives the protection of the statutory limits, up to the amount of coverage the city has. In addition, if the city waives the statutory tort limit, LMCIT will charge approximately 3% more in additional premium for the option.

By retaining (not waiving) statutory tort limits the need for excess liability insurance coverage is limited to federal civil rights law violation, claims for tort liability assumed by contract, claims for actions in another state, claims based on liquor sales (risk for on-sale liquor sales is greater than

off-sale) and claims based on land use regulation. The City of Dundas has \$2,000,000 in coverage under our existing insurance.

We are completing the insurance renewal process for 2023 and LMCIT requires action by the City Council.

**RECOMMENDATION**

Motion to approve Resolution 2023-09 Retaining Statutory Tort Limits for Fiscal Year 2023.

**CITY OF DUNDAS  
COUNTY OF RICE  
STATE OF MINNESOTA**

**RESOLUTION NUMBER 2023 - 09**

*A Resolution Retaining Statutory Tort Limits  
for Fiscal Year 2023*

**WHEREAS**, monetary tort limits are established by Minnesota State Statutes §466.04; and

**WHEREAS**, the City Council of Dundas, MN, must decide whether to waive the statutory tort limits; and

**WHEREAS**, retaining the statutory tort limits as legislated by Minnesota State Statutes §466.04 limits the City's tort liability to a maximum of \$500,000 per claimant and \$1,500,000 per occurrence;

**NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT** the City of Dundas will retain statutory tort limits for fiscal year 2023.

**ADOPTED** by the City Council of Dundas, Minnesota, on this 24th day of April 2023.

**CITY OF DUNDAS BY:**

**ATTEST:**

\_\_\_\_\_  
Glenn Switzer, Mayor

\_\_\_\_\_  
Jenelle Teppen, Administrator/Clerk

Resolution 2023-09

**CITY OF DUNDAS DISBURSEMENT REPORT**  
**Council Meeting April 24, 2023**

<b>DATE</b>	<b>PAYABLE</b>	<b>AMOUNT</b>
4/19/2023	PERA	\$4,254.27
4/19/2023	State of MN Empower Retirement	\$600.00
4/19/2023	MN Dept of Revenue	\$1,177.60
4/19/2023	IRS	\$5,575.41
4/20/2023	Payroll PP# 8 Employees	\$18,549.86
	<b>Sub Total Paid Payroll and Sales Liabilities</b>	<b>\$30,157.14</b>
	MN Dept of Labor	\$675.94
	Invoices - Payment April 24, 2023	\$83,672.98
	<b>Sub Total Paid Claims and Service Liabilities</b>	<b>\$84,348.92</b>
<b>TOTAL</b>	<b>Disbursement for April 24, 2023</b>	<b>\$114,506.06</b>

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## Payments

Current Period: April 2023

Payment Batch 042423AP		\$83,672.98	
Refer	0 AFLAC	Ck# 030373	4/11/2023
Cash Payment	G 101-21710 Other Deductions	Employee Reimbursed HB065- March 23	
Invoice	78188 4/12/2023		\$367.62
Cash Payment	G 101-21710 Other Deductions	Employee Reimbursement HB065- April 23	
Invoice	386785 4/12/2023		\$367.62
Transaction Date	4/12/2023	Frandsen Bank	10100
		<b>Total</b>	<b>\$735.24</b>
Refer	0 AMAZON CAPITAL SERVICES	Ck# 030374	4/11/2023
Cash Payment	E 101-41000-200 Supplies	Office Supplies - City Hall	
Invoice	1VTJJK6Q794W 4/13/2023		\$54.97
Cash Payment	E 101-42100-200 Supplies	VIVO 38 inch Desk Converter- PD	
Invoice	1VTJJK6Q794W 4/13/2023		\$178.19
Transaction Date	4/13/2023	Frandsen Bank	10100
		<b>Total</b>	<b>\$233.16</b>
Refer	0 CAMPBELL KNUTSON	Ck# 030375	4/11/2023
Cash Payment	E 101-41000-304 Legal Fees	GENERAL MATTERS March 2023	
Invoice	Mar-23 3/31/2023		\$502.50
Transaction Date	3/31/2023	Frandsen Bank	10100
		<b>Total</b>	<b>\$502.50</b>
Refer	0 CAR TIME AUTO SERVICE CENTE	Ck# 030376	4/11/2023
Cash Payment	E 101-42100-400 Repairs and Maintenanc	REAR TIRE REPLUGGED, OIL CHANGE	
Invoice	257318 4/12/2023		\$56.91
Transaction Date	4/12/2023	Frandsen Bank	10100
		<b>Total</b>	<b>\$56.91</b>
Refer	0 DICK-S/LAKEVILLE SANITATION	Ck# 030377	4/11/2023
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	Garbage Services Feb 23	
Invoice	23-Feb 4/1/2023		\$8,603.41
Transaction Date	4/1/2023	Frandsen Bank	10100
		<b>Total</b>	<b>\$8,603.41</b>
Refer	0 ECKBERG LAMMERS	Ck# 030378	4/11/2023
Cash Payment	E 101-42100-304 Legal Fees	Dundas Prosecution - March 23	
Invoice	32023 3/31/2023		\$658.33
Transaction Date	3/31/2023	Frandsen Bank	10100
		<b>Total</b>	<b>\$658.33</b>
Refer	0 EPIC ENTERPRISES, INC	Ck# 030379	4/11/2023
Cash Payment	E 101-42100-440 Cleaning Service	Cleaning PD/PW	
Invoice	16027 3/31/2023		\$30.00
Cash Payment	E 101-43100-440 Cleaning Service	Cleaning PD/PW	
Invoice	16027 3/31/2023		\$30.00
Transaction Date	3/31/2023	Frandsen Bank	10100
		<b>Total</b>	<b>\$60.00</b>
Refer	0 GUTH ELECTRIC, LLC	Ck# 030381	4/11/2023
Cash Payment	E 410-43100-500 Capital Outlay	2nd Pmt- Railway St Proj., 5 light poles and clamshells,	
Invoice	2413 3/31/2023		\$35,143.00
Cash Payment	E 410-43100-500 Capital Outlay	Street Light Proj. -10qty 1000Watt Metal Halide lamps	
Invoice	2414 3/31/2023		\$720.00
Transaction Date	3/31/2023	Frandsen Bank	10100
		<b>Total</b>	<b>\$35,863.00</b>
Refer	0 HAWKINS INC.	Ck# 030382	4/11/2023
Cash Payment	E 601-49400-200 Supplies	150 LB Chlorine Cylinder- QTY 2	
Invoice	6447097 4/15/2023		\$20.00

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## Payments

Current Period: April 2023

Transaction Date	4/15/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$20.00</b>
Refer	0 <u>MENARDS, INC</u>		<u>Ck# 030383 4/11/2023</u>		
Cash Payment	E 101-43100-400	Repairs and Maintenanc	Shovels, street patch materials		\$141.90
Invoice	44898	4/10/2023			
Cash Payment	E 101-43100-200	Supplies	Wipes, waste can, pliers		\$27.45
Invoice	43865	3/21/2023			
Cash Payment	E 601-49400-400	Repairs and Maintenanc	PVC pipes & accessories		\$25.24
Invoice	44342	3/30/2023			
Transaction Date	4/10/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$194.59</b>
Refer	0 <u>METERING &amp; TECH SOLUTIONS</u>		<u>Ck# 030384 4/11/2023</u>		
Cash Payment	E 601-49400-210	Supplies/Water Meter, Et	E-Series Meter; Cellular-M Endpoint; Gasket		\$7,477.10
Invoice	INV2082	3/28/2023			
Transaction Date	3/28/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$7,477.10</b>
Refer	0 <u>NORTHWEST ASSOCIATED CONS</u>		<u>Ck# 030388 4/11/2023</u>		
Cash Payment	E 101-41000-313	Planning Fee s	March2023 Technical Assistance - City Projects		\$2,036.85
Invoice	26239	4/5/2023			
Transaction Date	4/5/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$2,036.85</b>
Refer	0 <u>MN PEIP</u>		<u>Ck# 030385 4/11/2023</u>		
Cash Payment	G 101-21706	Hospitalization/Medical Ins	Health		\$4,610.01
Invoice	1273546	4/10/2023			
Cash Payment	G 101-21711	Dental Insurance	Dental		\$137.31
Invoice	1273546	4/10/2023			
Cash Payment	G 101-21712	Life Insurance	Life		\$15.75
Invoice	1273546	4/10/2023			
Transaction Date	4/10/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$4,763.07</b>
Refer	0 <u>MUNICIPAL INSPECTIONS INC.</u>		<u>Ck# 030386 4/11/2023</u>		
Cash Payment	E 101-42400-311	Bldg Permit Expense	Permit 7237, 1114 Bridgewater Pkwy		\$211.03
Invoice	7237	4/10/2023			
Cash Payment	E 101-42400-312	Plan Review Expense	Permit 7237, 1114 Bridgewater Pkwy		\$914.47
Invoice	7237	4/10/2023			
Cash Payment	E 101-42400-315	Plumbing Permit Expens	Permit 7237, 1114 Bridgewater Pkwy		\$12.15
Invoice	7237	4/10/2023			
Cash Payment	E 101-42400-314	Mechanical Permit Expe	Permit 7237, 1114 Bridgewater Pkwy		\$10.13
Invoice	7237	4/10/2023			
Transaction Date	4/10/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$1,147.78</b>
Refer	0 <u>NCPERS GROUP LIFE INS</u>		<u>Ck# 030387 4/11/2023</u>		
Cash Payment	G 101-21712	Life Insurance	Life Insurance May 23		\$32.00
Invoice	433600052023	4/1/2023			
Transaction Date	4/1/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$32.00</b>
Refer	0 <u>STREICHERS</u>		<u>Ck# 030389 4/11/2023</u>		
Cash Payment	E 101-42100-217	Uniforms	Pants: Matt Summer		\$89.99
Invoice	11624558	3/28/2023			
Transaction Date	3/28/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$89.99</b>
Refer	0 <u>UTILITY SERVICE CO., INC</u>		<u>Ck# 030390 4/11/2023</u>		



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## Payments

Current Period: April 2023

Cash Payment	E 601-49400-400 Repairs and Maintenanc	300,000 PEDISPHERE EAST TOWER-Quarterly	\$5,851.40
Invoice 579093	4/1/2023		
Cash Payment	E 601-49400-400 Repairs and Maintenanc	500,000 COMPOSITE WEST TANK-Quarterly	\$6,877.62
Invoice 579094	4/1/2023		
Transaction Date	4/1/2023	Frandsen Bank 10100	<b>Total \$12,729.02</b>
Refer	0 XCEL ENERGY	Ck# 030391 4/11/2023	
Cash Payment	E 101-43124-381 Electricity	403 STAFFORD RDN UNIT SIGNAL	\$34.59
Invoice 822827433	4/5/2023		
Cash Payment	E 101-45200-381 Electricity	101 RAILWAY STS	\$13.66
Invoice 822827433	4/5/2023		
Cash Payment	E 101-45200-381 Electricity	214 1ST ST S	\$103.13
Invoice 822827433	4/5/2023		
Cash Payment	E 601-49400-381 Electricity	108 HAGERTY ST	\$259.16
Invoice 822827433	4/5/2023		
Cash Payment	E 602-49450-381 Electricity	1000 RAILWAY ST N UNIT LIFT/PMP	\$386.69
Invoice 822827433	4/5/2023		
Cash Payment	E 601-49400-381 Electricity	1000 CANNON RD	\$153.26
Invoice 822827433	4/5/2023		
Cash Payment	E 602-49450-381 Electricity	1000 CANNON RD	\$153.25
Invoice 822827433	4/5/2023		
Cash Payment	E 601-49400-381 Electricity	800 COUNTY ROAD 1 UNIT PUMP/PRB	\$597.61
Invoice 822827433	4/5/2023		
Cash Payment	E 602-49450-381 Electricity	1618 PINNACLE ST UNIT LIFT/PMP	\$348.52
Invoice 822827433	4/5/2023		
Cash Payment	E 601-49400-381 Electricity	694 RAILWAY STS UNIT TOWER	\$104.75
Invoice 822827433	4/5/2023		
Cash Payment	E 601-49400-381 Electricity	1189 BRIDGEWATER PKWY	\$13.23
Invoice 822827433	4/5/2023		
Cash Payment	E 101-45200-381 Electricity	215 RAILWAY ST N	\$50.97
Invoice 822827433	4/5/2023		
Cash Payment	E 601-49400-381 Electricity	1185 BRIDGEWATER PKWY UNIT WELLHSE	\$2,489.30
Invoice 822827433	4/5/2023		
Cash Payment	E 101-45200-381 Electricity	1205 BRIDGEWATER PKWY	\$128.24
Invoice 822827433	4/5/2023		
Cash Payment	E 101-42100-381 Electricity	108 DEMANN CT - PD	\$203.44
Invoice 822827433	4/5/2023		
Cash Payment	E 101-43100-381 Electricity	108 DEMANN CT - PW	\$203.44
Invoice 822827433	4/5/2023		
Cash Payment	E 101-43124-381 Electricity	6156 110TH ST E UNIT RAB LGHTS	\$89.94
Invoice 822827433	4/5/2023		
Cash Payment	E 101-41000-381 Electricity	100 RAILWAY ST N UNIT CITY HALL	\$387.07
Invoice 822827433	4/5/2023		
Cash Payment	E 101-41000-381 Electricity	100 RAILWAY ST N UNIT CITY HALL	\$384.81
Invoice 822827433	4/5/2023		
Cash Payment	E 101-43124-381 Electricity	Other Recurring Charges	\$2,193.41
Invoice 822827433	4/5/2023		
Cash Payment	E 101-43124-381 Electricity	Non-Recurring Charges/ Credits	-\$1.19
Invoice 822827433	4/5/2023		

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Payments

Current Period: April 2023

Transaction Date	4/5/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$8,297.28</b>
Refer	0 YOUNGS PAINT CENTER	Ck# 030392	4/11/2023		
Cash Payment	R 225-34303 Storm Water Management F	Property Sold- Refund Overpayment			\$90.88
Invoice 2023	4/11/2023				
Transaction Date	4/11/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$90.88</b>
Refer	0 ZIEGLER CAT	Ck# 030393	4/11/2023		
Cash Payment	E 101-43100-400 Repairs and Maintenanc	Equipment part - Plug A			\$11.87
Invoice IN000891765	2/23/2023				
Transaction Date	2/23/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$11.87</b>
Refer	0 FRANDSEN BANK & TRUST	Ck# 030380	4/11/2023		
Cash Payment	G 101-21708 H.S.A. Withholdings	HSA Matt Summer PP#8			\$70.00
Invoice					
Transaction Date	4/18/2023	Frandsen Bank	10100	<b>Total</b>	<b>\$70.00</b>

Fund Summary

	10100 Frandsen Bank	
101 GENERAL FUND		\$14,358.56
225 STORM SEWER		\$90.88
410 PUBLIC WORKS CAPITAL OUTLAY		\$35,863.00
601 WATER		\$23,868.67
602 SEWER		\$888.46
603 REFUSE		\$8,603.41
		<u>\$83,672.98</u>

Pre-Written Checks	\$83,672.98
Checks to be Generated by the Computer	\$0.00
Total	<u>\$83,672.98</u>

**City of Dundas**  
**Public Works Staff Meeting / City Engineer Update 04/18/23**

**April 19, 2023**  
**Agenda**

*The City Administrator, Public Works Director, and City Engineer meet at least monthly to plan and review projects and tasks, and to discuss public works matters of all types. The agenda used for the most recent Public Works staff meeting forms the basis for the updates that are provided to the City Council. Following is the most recent Public Works staff meeting agenda with notes added.*

1. 2021 Street Maintenance
  - 5% retainage will be held until spring of 2022 to reassess tack coat on driveway at 307 Hester Street W before approving final payment.
2. 2022 Sidewalk/Trail Improvements
  - ECRT North-south connection along 1st Street North.
    - Private utility conflicts exist in the boulevards and further investigation is required to determine sign locations. Staff plans to place the pedestrian crossing signs in April.
3. 2023 Storm Sewer Maintenance
  - Hester Street
    - On the south side of Hester Street between the Menard and City ponds; the storm sewer outlet from 3<sup>rd</sup> Street will be extended, and the pond side slopes flattened in this area. 9-12-22 Easement documents were approved by Council. Staff is working with Menard to get the documents executed.
  - Modification work to the catch basin near the Dundas Dome driveway. Structure cannot be lowered. Lower grade around casting and structure and rip rap area. Regrade from road and Dundas Dome swale to improve drainage with the possible addition of a concrete flume from street to catch basin. Staff is developing a concept plan for this work. Staff is preparing a plan to send out for quotes.
4. 2023 Street Lighting
  - On Railway Street down to West Avenue; and including lights at each end of the pedestrian bridge over the Cannon River.
  - The poles and fixtures have been delivered. Staff plans to schedule install within the next few weeks, weather permitting.
5. Comprehensive Transportation Planning
  - 4-13-22 Staff prepared a Joint Road Policy, and the policy was reviewed with Bridgewater Township officials. Staff is waiting on comments from BWT officials with regards to the JRP.
  - Staff is preparing a preliminary road design and estimate of project costs for street improvements for a portion of 115th Street between CSAH 20 and CSAH 22. Costs are being prepared for state aid design option vs paving the existing gravel. Initial project

funding has been identified in the draft CIP. 11-3-21 Staff met with Rice County. County plans to reconstruct CSAH 20 in 2025 and plans look at options to realign the intersection of CSAH 20, 115<sup>th</sup> Street and TH 3. Coordination between City, BWT, State and County will be required.

- 4/12/21 the City Council approved a resolution in support of Rice County preparing a planning Study of Decker Avenue from TH 19 to CSAH 1.

#### 6. CSAH 1/TH 3 Pedestrian Crossing

- The scope of work includes installing a trail along CSAH 1, connecting to the existing sidewalks on Schilling Drive, Cannon Road, and North Stafford Road. A trail connection would also be made to the existing trail along TH 3. Pedestrian crossing improvements would be made to the intersection of TH 3 and CSAH 1. Ditch grading and storm sewer improvements would be made to accommodate the trails.
- A portion of the \$121,900 capital expenditure budgeted for Sidewalk/Trail in 2021 is to further preliminary design of these crossing concepts.
- 12-21-22 Staff submitted the AT Grant Application to MnDOT.
- 3-21-22 The project was not selected for the AT Grand Funding. Staff will resume discussions with Rice County about executing the project with County participation.
- Staff will be preparing a memo to Rice County to request support and County participation for project.

#### 7. ECRT Parking Lot and Dog Park Relocation

- An aggregate base parking area is proposed to be created at the ECRT on the NE corner of 1st Street N / Everett Street as part of the dog park relocation
- Staff has completed excavation of the parking lot area and placement of gravel base. The gravel was installed to design elevations that will allow it to be paved with a future project.
- A preliminary plan and dog park layout was presented to the Parks and Recreation Advisory Board on 7-12-22. The concept plan was reviewed at the Parks and Recreation Advisory Board meeting on 9-13-22 by a representative from Canines at Play, who approved of the plan. The concept plan was presented at the February 27<sup>th</sup> Council Meeting. The concept plan was approved by Council March 13<sup>th</sup> Council Meeting.
- The dog park relocation is in the CIP for 2023 and the parking lot improvements in 2024
- ***Staff met with Canines at Play to discuss participation in the project. The request for quotes for the fence work will be sent out the week of April 24th.***

#### 8. Forest Avenue and Depot Street

- Based on the soil borings for Forest Avenue, extensive pavement repair is necessary. Future construction will likely include pavement reclamation and a bituminous overlay. The project will be moved from 2023 to 2024 in the CIP due to future roadway funding discussions.
- Based on pavement cores in the roadway on Depot Street from Hester Street to Forest Avenue, the recommendation for rehabilitation of the roadway is full pavement removal and replacement or full depth reclamation. Funding for the project will be moved from 2024 to 2025 in the CIP due to future roadway funding discussions.
- Roadway patching will be done as necessary in problem areas on the two roadways until they are reconstructed with future projects.

## 9. Mill Towns Trail Head Improvement Project

- All work is complete on the project except for the benches. The contractor has received the benches and plans to install them when the snow melts.

## 10. Northfield Wastewater Treatment

- Meeting was held with City of Northfield on 10/5/21 and 10/11/21
  - Staff performed survey on a section of the sewer shed with high TSS results. Survey results show potential problems with the lines. Staff is coordinating cleaning and televising of lines. Testing will be performed after lines are cleaned. Televising and cleaning of the lines is complete. One area of pipe has installation/settlement issues. Staff is working to identify solutions to correct the pipe in the area. Staff has prepared a plan for the repairs to the sewer system by Kwik Trip and Menards. Staff is looking at preliminary costs to evaluate the options.
  - Staff is exploring a new connection between existing manholes to bypass the area of concern. Private utility companies have submitted their maps. Staff will review City infrastructure in the area to create a concept plan and costs.
  - Meetings will be set up twice a year with the City of Northfield to discuss the City of Dundas' wastewater flows with respect to the limits set in the agreement and to stay updated on things Northfield is working on, such as the permit amendment.
  - Northfield staff indicated that they are planning to hire a consultant in 2023 to review the Wastewater Agreement. They expect the consultant would suggest modifications to the Agreement to reflect growth projections for both the City of Northfield and the City of Dundas.
  - The PCA provided information on the possibility of Dundas having its own wastewater facility. Staff is reviewing the information in order to determine the feasibility of the facility. The information was presented at a Council work session on July 11<sup>th</sup>.
  - Northfield received written approval from the PCA for the permit amendment. The City of Northfield will approve future sanitary sewer extension permits and the surcharge will be discontinued while the City's flows remain within the revised limits.

## 11. Public Works Tasks

- The storm water code and fees are under review, including sump pump connection requirements. Staff met with Andrew Albers to discuss his concerns regarding the amount of City fees he pays and research he has done on fee options. WSB started work on this.
- Staff is working with a local contractor to address pothole repairs.
- ***Staff plans to send out a request for quotes for the 2023 Sanitary Sewer Cleaning and Televising the week of April 24th. The work area will include the Millstone and Stoneridge subdivisions.***

## 12. Regional Storm Water and Wetland

- This will be the next storm water pond cleaning project for the pond located south of County Road 1, adjacent to the dog park and north of County Road 1, east of Weaver Road; the focus for work at the regional pond will be clearing trees/brush and removing sediment.
- Quotes were received from 3 contractors for the work, with Sunram Construction, Inc. being the apparent low quote. Based on the prices received and the timing of the dog park relocation, staff has decided to only perform the work on the pond north of County

Road 1 in 2023. The work in the pond south of County Road 1 will be completed in 2024/2025.

- 1-23-23 Council accepted the quotes and awarded the contract to Sunram Construction, Inc.
- The Contractor has completed the tree removals and pond excavation. Cleanup and stabilization work remains.
- Project is identified in the CIP for 2023.

#### 13. Stoneridge Hills 2nd

- 6-13-22 Preliminary Plat, Final Plat and Developer's Agreement were approved by Council.
- Because the plat was not recorded within the required 100 days of approval, the Developer will need to reapply for final plat approval.
- The City will require a signed Developer's Agreement with securities, signed mylars and the final revised construction and landscape plans to move forward with the development.

#### 14. West Avenue Apartments

- Weekly and rainfall inspections will be done on behalf of the City through the duration of construction ensure erosion control issues do not arise.
- Grading and excavation began on the site on 5/2.
- Council approved an amendment to the Developer's agreement to extend the completion date to September 1, 2023.

#### 15. Pavement Management Plan

- 1-23-23 Plan was presented to Council.
- At the February 27<sup>th</sup> Council Meeting, a work session was held to discuss costs associated with recommended maintenance activities.
- A work session was held at the March 27<sup>th</sup> Council meeting to discuss funding options.

#### 16. Public Works Cold Storage

- 1-18-23 City Staff that utilizes the existing public works building met to discuss the future cold storage building layout and dimensions. The preliminary figure will be revised based on the discussions. Staff will present the figure and building details at a future meeting.
- The preliminary site plan and building details were presented to Council at the February 27<sup>th</sup> Council Meeting.
- Staff has identified contractors who perform this type of work in the area.
- Staff is preparing a site grading plan for the proposed building pad and a preliminary floor plan to accompany the building details that will be included in the request for quotes. The preliminary floor plan would include information such as garage door, service door and window placement. Final design would be the responsibility of the contractor.
- Based on conversations with local contractors, architectural drawings are not required for this type of structure. The contractor would have a professional licensed, engineer provide stamped, engineered drawings for the building and foundations.
- ***Survey has been completed on public works site. Staff is working on a grading plan for the building pad.***

17. Preliminary Effluent Review

- 7-25-22 Council approved a proposal to complete the preliminary effluent review.
- 1-5-23 Staff has started work on the review.

18. Sanitary Sewer and Water Comprehensive Plan

- 1-5-23 Staff has started on the comprehensive plan. The work is budgeted for 2023 in the enterprise fund budget.

19. Transportation Comprehensive Plan

- 1-5-23 Staff has started work on the comprehensive plan. The work is budgeted for 2023 in the general fund budget.