



**DUNDAS CITY COUNCIL
REGULAR MEETING AGENDA
Monday, July 10, 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 June 26, 2023
- b. Disbursements - \$107,980.09

6. Regular Agenda

- a. Consider Approving Quotes and Awarding Contract for the Site Grading of the Public Works Cold Storage Building
- b. Consider Approving Change Order No 1 2023 Sanitary Sewer Cleaning and Televising
- c. Consider Approving Ordinance 2023-04 Amending City Code Chapter 93 Fire Prevention and Protection of the Dundas City Code
- d. Consider Approving Ordinance 2023-05 Amending City Code Chapter 52.31 Lawn Sprinkling; Irrigation Ban

7. Reports of Officers, Boards and Committees

- a. City Engineer
- b. City Administrator/Clerk
- c. Mayor, Councilors and Committees

8. Announcements

- a. City Council Meeting – Monday, July 17 and August 14 at 7:00 pm. City Hall
- b. Park & Recreation Advisory Board – Tuesday, July 11 at 7:00 p.m. City Hall
- c. Planning Commission Meeting– Thursday, July 20 at 7:00 p.m. at City Hall

9. Closed Meeting

The City Council will meet in a closed meeting to consider whether to exercise the City's right of first refusal to purchase the real property located at 315 Railway Street North, in the City of Dundas, County of Rice, State of Minnesota.

This meeting is closed pursuant to Minnesota Statutes § 13D.05, subd. 3(c)(3) (to develop or consider offers or counteroffers for the sale of real property).

10. Adjourn

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES
Monday, June 26, 2023
7:00 p.m. City Hall**

Present: Mayor Glenn Switzer Councilors Ashley Gallagher, Luke Swartwood, Grant Modory
Absent: Luke LaCroix
Staff: City Engineer Dustin Tipp, City Administrator/Clerk Jenelle Teppen

CALL TO ORDER

Mayor Switzer called the meeting to order at 7:20 p.m. A quorum was present.

PUBLIC FORUM – Rice County Historical Society

Executive Director David Nichols of the Rice County Historical Society presented his request for a \$500 donation to increase programming in 2024.

APPROVAL OF AGENDA

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

CONSENT AGENDA

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

Regular Minutes of June 12, 2023;

Disbursements - \$97,298.58 MCU

REGULAR AGENDA

- a. Consider Approving Temporary Liquor License for Chapel Brewing for a one-day event on September 23, 2023

Motion by Gallagher, second by Swartwood to approve the Temporary Liquor License for Chapel Brewing for a one-day event on September 23, 2023. MCU

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Engineer – Dustin Tipp

Tipp reported that the quote package for the site grading of the public works cold storage building was sent out.

City Administrator/Clerk - Jenelle Teppen

Teppen reported that the Waterford Town Hall move to the Rice County Gas and Steam location was again postponed due to Xcel Energy crews being pulled off site for weather related outages in other parts of the state on Saturday.

ADJOURN

Motion by Gallagher, second by Swartwood, to adjourn the meeting at 7:46 p.m.

Minutes prepared by Jenelle Teppen, City Administrator/City Clerk

CITY OF DUNDAS DISBURSEMENT REPORT
Council Meeting July 10, 2023

DATE	PAYABLE	AMOUNT
7/3/2023	PERA	\$4,239.93
7/3/2023	State of MN Empower Retirement	\$350.00
7/3/2023	MN Dept of Revenue	\$1,205.11
7/3/2023	IRS	\$5,651.23
6/29/2023	Payroll PP# 13 Employees	\$18,900.99
	Sub Total Paid Payroll and Sales Liabilities	<u>\$30,347.26</u>
6/30/2023	ACH per item	\$8.50
6/30/2023	Low ACH Volume Maintenance	\$5.00
6/30/2023	RDC Monthly Fee	\$59.00
6/29/2023	Quadient Leasing	\$207.96
6/23/2023	Nextiva VOIP	\$188.76
7/5/2023	PSN Payment Service	\$369.75
7/6/2023	Neopost(Quadient) Postage	\$700.00
7/10/2023	2023 Invoices - Payment July 10, 2023	\$76,093.86
	Sub Total Paid Claims and Service Liabilities	<u>\$77,632.83</u>
TOTAL	Disbursement for July 10, 2023	<u><u>\$107,980.09</u></u>

CITY OF DUNDAS

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Payments

Current Period: July 2023

Payments Batch 071023AP				Total
Refer 0 ALDRICH TECNNNOLOGY CONSULT -				\$76,093.86
Cash Payment	E 101-41000-310 Professional Services	Reconnected monitor reset and updated BIOS.		\$75.00
Invoice	8561 6/23/2023			
Transaction Date	6/23/2023	Frandsen Bank	10100	Total \$75.00
Refer 0 APG MEDIA OF SOUTHERN MN -				\$71.80
Cash Payment	E 101-41000-351 Legal Notices Publishing	Printing ORDINANCE 2023-03 C		\$71.80
Invoice	111300623 6/30/2023			
Transaction Date	6/30/2023	Frandsen Bank	10100	Total \$71.80
Refer 0 AXON ENTERPRISE, INC -				\$495.00
Cash Payment	E 101-42100-208 Training and Licensing	TASER INSTRUCTOR		\$495.00
Invoice	INUS166759 6/22/2023			
Transaction Date	6/22/2023	Frandsen Bank	10100	Total \$495.00
Refer 0 BLUECROSS BLUESHIELD OF MN -				\$28.15
Cash Payment	G 101-21713 Vision Insurance	May 2023 Vision Insurance		\$28.15
Invoice	2.31E+11 6/30/2023			
Transaction Date	6/30/2023	Frandsen Bank	10100	Total \$28.15
Refer 0 CITY OF NORTHFIELD -				\$20,867.51
Cash Payment	E 602-49450-385 Sewer Utilities	Sewer Utilities		\$20,867.51
Invoice	23-May 6/20/2023			
Transaction Date	6/20/2023	Frandsen Bank	10100	Total \$20,867.51
Refer 0 CIVICPLUS -				\$1,929.38
Cash Payment	E 101-41000-309 EDP, Software and Desi	CivicCMS Standard Annual 9/30/23-9/29/24		\$1,929.38
Invoice	267041 7/5/2023			
Transaction Date	7/5/2023	Frandsen Bank	10100	Total \$1,929.38
Refer 0 CUMMINS INC -				\$1,089.61
Cash Payment	E 601-49400-400 Repairs and Maintenanc	WELL #2 GENERATOR INSPECTION AND BATTERY REPLACEMENT.		\$1,089.61
Invoice	E491622 6/21/2022			
Cash Payment	E 602-49450-400 Repairs and Maintenanc	LIFT STATION #1 GENERATOR INSPECTION		\$346.21
Invoice	E491452 6/21/2022			
Cash Payment	E 602-49450-400 Repairs and Maintenanc	LIFT STATION #2 GENERATOR INSPECTION		\$351.57
Invoice	E491451 6/21/2022			
Transaction Date	6/21/2022	Frandsen Bank	10100	Total \$1,787.39
Refer 0 ECKBERG LAMMERS -				\$665.53
Cash Payment	E 101-42100-304 Legal Fees	Dundas Prosecution - June		\$665.53
Invoice	62023 6/30/2023			
Transaction Date	6/30/2023	Frandsen Bank	10100	Total \$665.53
Refer 0 ENDRES WINDOW CLEANING -				\$147.15
Cash Payment	E 101-41000-400 Repairs and Maintenanc	Window cleaning		\$147.15
Invoice	146135 6/27/2023			
Transaction Date	6/27/2023	Frandsen Bank	10100	Total \$147.15
Refer 0 GUTH ELECTRIC, LLC -				\$130.50
Cash Payment	E 601-49400-400 Repairs and Maintenanc	East tower weather siren troubleshooting issue		\$130.50
Invoice	2561 6/22/2023			

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Payments

Current Period: July 2023

Transaction Date	6/22/2023	Frandsen Bank	10100	Total	\$130.50
Refer	0 HYDRO-VAC INC				-
Cash Payment	E 602-49450-400	Repairs and Maintenan	Hydro Jetting/Vaccing & Televising Sanitary Sewer		\$19,615.32
Invoice	17026	6/9/2023			
Transaction Date	6/9/2023	Frandsen Bank	10100	Total	\$19,615.32
Refer	0 JOHNS SNOW AND MOW LLC				-
Cash Payment	E 101-45200-406	Grounds Maintenance	Rough Cut Mowing - Parks		\$600.00
Invoice	23-Jun	7/3/2023			
Cash Payment	E 101-43100-406	Grounds Maintenance	Rough Cut Mowing - Streets		\$350.00
Invoice	23-Jun	7/3/2023			
Cash Payment	E 601-49400-406	Grounds Maintenance	Rough Cut Mowing - Water		\$100.00
Invoice	23-Jun	7/3/2023			
Cash Payment	E 225-43150-406	Grounds Maintenance	Rough Cut Mowing - Storm Sewer		\$1,750.00
Invoice	23-Jun	7/3/2023			
Cash Payment	E 101-45200-406	Grounds Maintenance	Mowing - Parks		\$1,410.00
Invoice	23-Jun	7/2/2023			
Cash Payment	E 101-41000-406	Grounds Maintenance	Mowing - City Hall		\$40.00
Invoice	23-Jun	7/2/2023			
Cash Payment	E 101-43100-406	Grounds Maintenance	Mowing - Streets		\$822.50
Invoice	23-Jun	7/2/2023			
Cash Payment	E 601-49400-406	Grounds Maintenance	Mowing - Water		\$282.50
Invoice	23-Jun	7/2/2023			
Cash Payment	E 602-49450-406	Grounds Maintenance	Mowing - Sewer		\$142.50
Invoice	23-Jun	7/2/2023			
Transaction Date	7/3/2023	Frandsen Bank	10100	Total	\$5,497.50
Refer	0 KNECHT-S NURSERIES/LANDSCA				-
Cash Payment	E 101-45200-200	Supplies	Flowers/Plants - annuals		\$83.89
Invoice	20193	6/20/2023			
Transaction Date	6/20/2023	Frandsen Bank	10100	Total	\$83.89
Refer	0 KWIK TRIP INC				-
Cash Payment	E 101-43100-418	Vehicle Fuels	PW Fuel		\$715.52
Invoice	23-Jun	7/2/2023			
Cash Payment	E 101-42100-418	Vehicle Fuels	PD Fuel		\$756.69
Invoice	23-Jun	7/2/2023			
Transaction Date	7/2/2023	Frandsen Bank	10100	Total	\$1,472.21
Refer	0 LAW ENFORCEMENT LABOR SVC				-
Cash Payment	G 101-21707	LELSI Union Dues	Union Dues		\$202.50
Invoice	23-Jul	7/1/2023			
Transaction Date	7/1/2023	Frandsen Bank	10100	Total	\$202.50
Refer	0 MARCO, INC				-
Cash Payment	E 101-41000-413	Rental	Copier Lease 06/21/2023-07/20/2023		\$244.93
Invoice	34330699	6/21/2023			
Transaction Date	6/21/2023	Frandsen Bank	10100	Total	\$244.93
Refer	0 MENARDS, INC				-
Cash Payment	E 101-42100-200	Supplies	PD - earplugs, sunscreen		\$18.94
Invoice	49049	6/17/2023			

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Payments

Current Period: July 2023

Transaction Date	6/17/2023	Frandsen Bank	10100	Total	\$18.94
Refer	0 METERING & TECH SOLUTIONS				-
Cash Payment	E 601-49400-210	Supplies/Water Meter, E	3/4 E-Series Gaskets		\$105.00
Invoice	INV2771	6/26/2023			
Transaction Date	6/26/2023	Frandsen Bank	10100	Total	\$105.00
Refer	0 METRONET				-
Cash Payment	E 101-41000-321	Telephone & Communi	Telephone & Internet Services City Hall		\$121.77
Invoice	23-Jun	7/1/2023			
Cash Payment	E 101-42100-321	Telephone & Communi	Telephone & Internet Services PD		\$61.99
Invoice	23-Jun	7/1/2023			
Cash Payment	E 602-49450-321	Telephone & Communi	Telephone & Internet Services Pumphouse		\$134.26
Invoice	23-Jun	7/1/2023			
Transaction Date	7/1/2023	Frandsen Bank	10100	Total	\$318.02
Refer	0 MIDWEST WATER SPECIALTY, INC				-
Cash Payment	E 101-41000-200	Supplies	Water		\$14.00
Invoice	118318	6/21/2023			
Cash Payment	E 101-42100-200	Supplies	Water		\$14.00
Invoice	118318	6/21/2023			
Cash Payment	E 101-43100-200	Supplies	Water		\$7.00
Invoice	118318	6/21/2023			
Transaction Date	6/21/2023	Frandsen Bank	10100	Total	\$35.00
Refer	0 MINNESOTA VALLEY TESTING LA				-
Cash Payment	E 601-49400-310	Professional Services	COLIFORM COLILERT		\$53.90
Invoice	1204180	6/8/2023			
Transaction Date	6/8/2023	Frandsen Bank	10100	Total	\$53.90
Refer	0 MN DEPT OF LABOR & INDUSTRY				-
Cash Payment	G 101-20820	Bldg State Surcharge	2023Q2 Building Permit Surcharge		\$899.64
Invoice	2023Q2	7/1/2022			
Transaction Date	7/1/2022	Frandsen Bank	10100	Total	\$899.64
Refer	0 MN PUMP WORKS				-
Cash Payment	E 602-49450-400	Repairs and Maintenanc	Safety Grate Panels- Main Lift Station		\$3,021.00
Invoice	INV021489	6/27/2023			
Transaction Date	6/27/2023	Frandsen Bank	10100	Total	\$3,021.00
Refer	0 MUNICIPAL INSPECTIONS INC.				-
Cash Payment	E 101-42400-311	Bldg Permit Expense	Permit 4794-1545 Bridgewater Parkway		\$14.64
Invoice	4794	6/27/2023			
Cash Payment	E 101-42400-312	Plan Review Expense	Permit 4794-1545 Bridgewater Parkway		\$63.46
Invoice	4794	6/27/2023			
Cash Payment	E 101-42400-311	Bldg Permit Expense	Permit 4790- 407 Stafford Road		\$575.28
Invoice	4790	6/22/2023			
Cash Payment	E 101-42400-312	Plan Review Expense	Permit 4790- 407 Stafford Road		\$486.11
Invoice	4790	6/22/2023			
Transaction Date	6/27/2023	Frandsen Bank	10100	Total	\$1,139.49
Refer	0 NORTHFIELD NEWS				-
Cash Payment	E 101-41000-433	Dues and Subscriptions	52 week newspaper subscription		\$87.15
Invoice	NFN42655	6/26/2023			

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Payments

Current Period: July 2023

Transaction Date	6/26/2023	Frandsen Bank	10100	Total	\$87.15
Refer	0 <u>NUSS TRUCK & EQUIPMENT</u>	-			
Cash Payment	E 101-43100-400 Repairs and Maintenan	DOT Inspection, Oil change			\$1,545.27
Invoice	SW0003716-1	6/28/2023			
Transaction Date	6/28/2023	Frandsen Bank	10100	Total	\$1,545.27
Refer	0 <u>SERVICEMASTER BY AYOTTE</u>	-			
Cash Payment	E 101-41000-440 Cleaning Service	Commercial Carpet Cleaning			\$464.75
Invoice	909601	6/16/2023			
Cash Payment	E 101-41000-440 Cleaning Service	Janitorial Services			\$193.35
Invoice	910457	7/1/2023			
Transaction Date	6/16/2023	Frandsen Bank	10100	Total	\$658.10
Refer	0 <u>SPRINT</u>	-			
Cash Payment	E 101-43100-321 Telephone & Communi	PW Director - Cell Phone Service			\$60.94
Invoice	2.93E+11	6/18/2023			
Transaction Date	6/18/2023	Frandsen Bank	10100	Total	\$60.94
Refer	0 <u>STREICHERS</u>	-			
Cash Payment	E 101-42100-200 Supplies	Force-On-Force Marking Round: Gen. 2 9mm, Blue			\$46.98
Invoice	I1639645	6/14/2023			
Transaction Date	6/14/2023	Frandsen Bank	10100	Total	\$46.98
Refer	0 <u>THE LAWN GUY LLC</u>	-			
Cash Payment	E 101-41000-406 Grounds Maintence	Fertilizer, weed control			\$106.00
Invoice	13225	6/30/2023			
Transaction Date	6/30/2023	Frandsen Bank	10100	Total	\$106.00
Refer	0 <u>TYLER JOHNSON</u>	-			
Cash Payment	E 101-42100-208 Training and Licensing	Reimbursement for expenses (training)			\$779.55
Invoice	23-Jun	6/23/2023			
Transaction Date	6/23/2023	Frandsen Bank	10100	Total	\$779.55
Refer	0 <u>UTILITY SERVICE CO., INC</u>	-			
Cash Payment	E 601-49400-400 Repairs and Maintenan	300,000 PEDISPHERE EAST TOWER-Quarterly			\$5,851.40
Invoice	584677	7/1/2023			
Cash Payment	E 601-49400-400 Repairs and Maintenan	500,000 COMPOSITE WEST TANK-Quarterly			\$6,877.62
Invoice	584678	7/1/2023			
Transaction Date	7/1/2023	Frandsen Bank	10100	Total	\$12,729.02
Refer	0 <u>WILLIAM THIELBAR</u>	-			
Cash Payment	G 101-20800 Sales Tax	Refund for cancelled pavilion rental			\$9.25
Invoice	23-Jul	7/5/2023			
Cash Payment	R 101-34780 Park Fees	Refund for cancelled pavilion rental			\$110.75
Invoice	23-Jul	7/5/2023			
Transaction Date	7/5/2023	Frandsen Bank	10100	Total	\$120.00
Refer	0 <u>FRANSDEN BANK & TRUST</u>	-			
Cash Payment	G 101-21708 H.S.A. Withholdings	HSA - PP #13			\$70.00
Invoice					
Transaction Date	7/6/2023	Frandsen Bank	10100	Total	\$70.00
Refer	0 <u>BADGER METER</u>	-			

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Payments

Current Period: July 2023

Cash Payment	E 601-49400-210 Supplies/Water Meter, E Cellular Service - water meters				\$986.10
Invoice 80130159					
Transaction Date	7/6/2023	Frandsen Bank	10100	Total	\$986.10

Fund Summary

	10100 Frandsen Bank	
101 GENERAL FUND		\$14,388.86
225 STORM SEWER		\$1,750.00
601 WATER		\$15,476.63
602 SEWER		\$44,478.37
		<hr/>
		\$76,093.86

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$76,093.86
Total	<hr/>
	\$76,093.86



MEMORANDUM

To: Honorable Mayor and City Council
Dundas, Minnesota

From: Dustin M Tipp, P.E.
City Engineer

Date: July 10, 2023

Re: Approve the Quotes and Award a Contract for the 2023 Public Works Cold Storage Building Site Grading

Introduction

City Staff has obtained quotes for the 2023 Public Works Cold Storage Building Site Grading. Attached is the plan of the project area and quote tabulation summary.

Background

To construct the cold storage building, the site must first be graded to provide a flat surface to install the footings and building. The site grading will also include the area of future parking lot and address drainage.

The cold storage building, paved parking lot and interior concrete floor will be done by others as part of separate contracts.

Based on the estimated cost of the construction, the City was not required to publish an advertisement for bids. Instead, on June 16, 2023, a Request for Quotes was sent to four (4) contractors that perform this type of work. Quotes were due at 3:00 p.m. on June 30, 2023. A total of two (2) contractors submitted quotes as summarized below:

Contractor	Quote Amount
RAW Construction, LLC	\$ 25,285.00
Heselton Construction, LLC	\$ 36,593.00

Fiscal Impact

Funding for the project is identified in Capital Improvement Plan. This is a unit price contract, so the final contract amount may vary based on the final quantities.

Alternatives

1. Motion to Approve the Quotes and Award a Contract for the 2023 Cold Storage Building Site Grading to RAW Construction, LLC in the amount of their bid.
2. Deny the request.

Staff Recommendation

Alternative No. 1: Motion to Approve the Quotes and Award a Contract for the 2023 Cold Storage Building Site Grading to RAW Construction, LLC in the amount of their bid.

Attachments

1. Quote Tabulation Summary
2. Project Plan

BID TABULATION SUMMARY

PROJECT:
2023 Public Works Cold Storage Building Site Grading

OWNER:
City of Dundas

WSB PROJECT NO.:
010169-000/021180-000

Quotes Received June 30, 2023

Contractor	Total Bid
1 RAW Construction, LLC	\$25,285.00
2 Heselton Construction, LLC	\$36,593.00

I hereby certify that this is a true and correct tabulation of the quotes received on June 30, 2023.



Dustin Tipp, PE Senior Project Manager

 Denotes corrected figure

PUBLIC WORKS COLD STORAGE SHED

Dundas, Minnesota

WSB Project No.021180-000
 Issue Date.....XX/XX/XXXX

SCALE: DESIGN BY:
 AS SHOWN XXX
 PLAN BY: CHECK BY:
 XXX XXX



GENERAL NOTES

1. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE PLANS AND DETAILS HEREON AND REQUIREMENTS OF MNDOT SPECIFICATIONS.
2. OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL PAY ALL PERMIT AND OTHER ASSOCIATED FEES REQUIRED BY LOCAL, STATE AND FEDERAL AGENCIES.
3. EXISTING SITE INFORMATION WAS TAKEN FROM A BOUNDARY AND TOPOGRAPHIC SURVEY COMPLETED BY WSB & ASSOCIATES. ACTUAL FIELD CONDITIONS MAY VARY. VERIFY ALL FIELD CONDITIONS INCLUDING LOCATION OF UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. EXISTING UTILITY QUALITY IS LEVEL D IN ACCORDANCE WITH CI/ASCE 38-02. NOTIFY THE OWNER AND ARCHITECT OF ANY DISCREPANCIES AFFECTING THE SCOPE OF THIS CONTRACT. SEE SURVEY FOR BENCHMARK INFORMATION. PROTECT ALL PROPERTY CORNERS. RELOCATE BENCHMARKS AS NECESSARY WITH NEW BENCHMARK LOCATIONS WITHIN A TOLERANCE OF 0.010 VERTICAL FEET.
4. REFER TO GEOTECHNICAL REPORT PREPARED BY WSB & ASSOCIATES, MN, DATED JUNE 23, 2020 FOR SOIL BORING LOCATIONS AND RECOMMENDATIONS.
5. THE CONTRACTOR SHALL CONTACT THE LOCAL UTILITY MARKING AUTHORITY PRIOR TO CONSTRUCTION.
6. THE CONTRACTOR SHALL OBTAIN ALL AVAILABLE PRIVATE UTILITY INFORMATION FROM OWNER AND COORDINATE WITH TOWNSHIP STAFF AS REQUIRED TO LOCATE ALL PRIVATE UTILITIES ON SITE PRIOR TO CONSTRUCTION.

ENGINEER OF RECORD:
 DUSTIN TIPP, PE
 WSB & ASSOCIATES, INC. dba WSB
 Email: dtipp@wsbeng.com
 Phone: (612) 240-3225

REVISIONS

NO.	DATE	DESCRIPTION

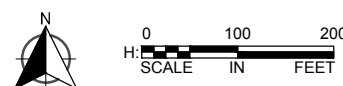
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DUSTIN TIPP, P.E.
 DATE: XX/XX/XXXX LIC. NO.: 56163

TITLE SHEET

PUBLIC WORKS COLD STORAGE
 DUNDAS, MINNESOTA

1 PROJECT LOCATION MAP
 SCALE: AS SHOWN



THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF PRIVATE UTILITIES HAS BEEN DESIGNATED UTILITY QUALITY LEVEL D. THESE QUALITY LEVELS WERE DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE DATA". THE CONTRACTOR IS TO DETERMINE THE TYPE AND LOCATION OF PRIVATE UTILITIES AS MAY BE DEEMED NECESSARY TO AVOID DAMAGE THERETO.

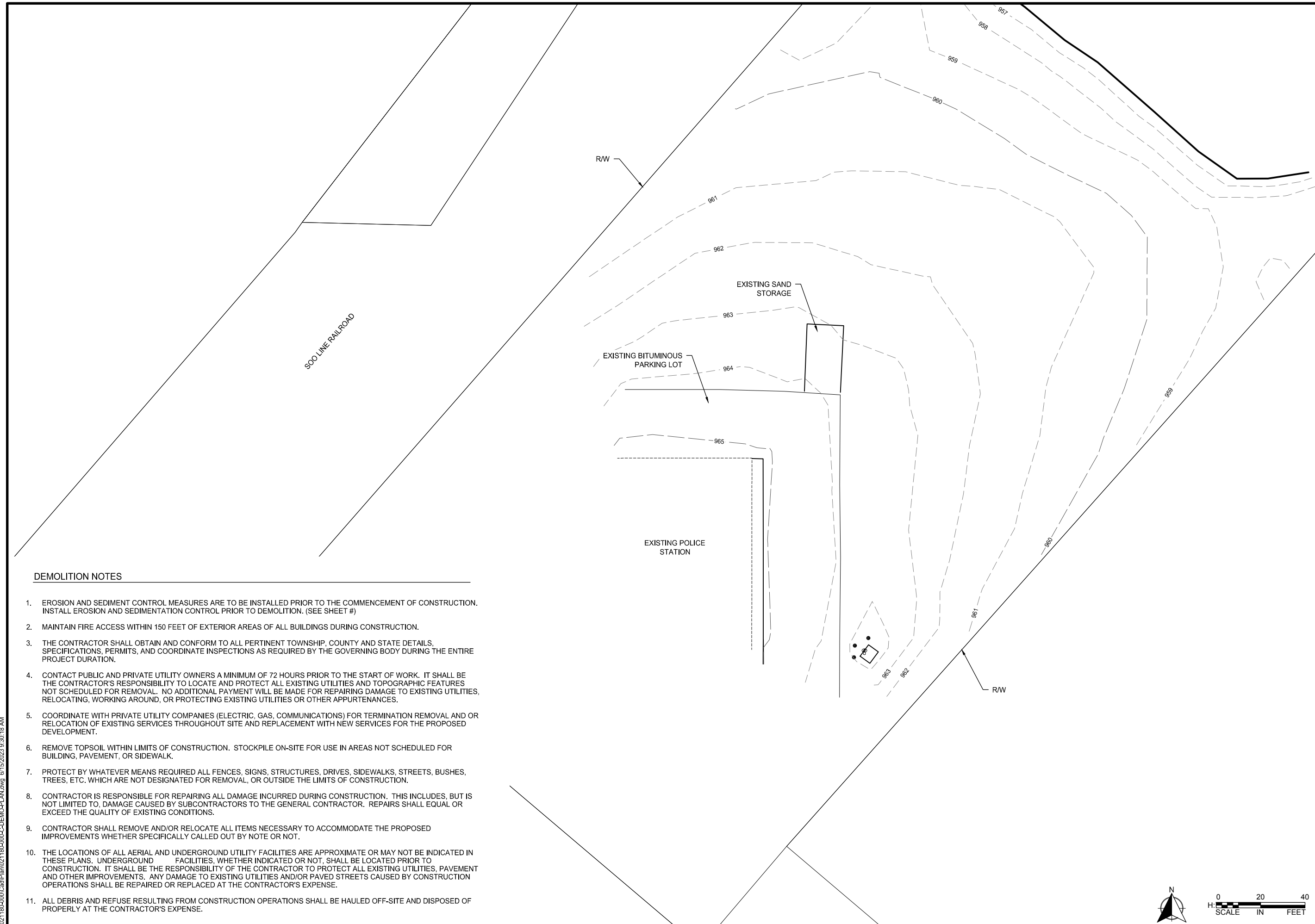
NO.	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DUSTIN TRIPP, P.E.
 DATE: XXXXXXXX LIC. NO.: 56163

EXISTING CONDITIONS & REMOVALS PLAN

**PUBLIC WORKS COLD STORAGE
 DUNDAS, MINNESOTA**



DEMOLITION NOTES

1. EROSION AND SEDIMENT CONTROL MEASURES ARE TO BE INSTALLED PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. INSTALL EROSION AND SEDIMENTATION CONTROL PRIOR TO DEMOLITION. (SEE SHEET #)
2. MAINTAIN FIRE ACCESS WITHIN 150 FEET OF EXTERIOR AREAS OF ALL BUILDINGS DURING CONSTRUCTION.
3. THE CONTRACTOR SHALL OBTAIN AND CONFORM TO ALL PERTINENT TOWNSHIP, COUNTY AND STATE DETAILS, SPECIFICATIONS, PERMITS, AND COORDINATE INSPECTIONS AS REQUIRED BY THE GOVERNING BODY DURING THE ENTIRE PROJECT DURATION.
4. CONTACT PUBLIC AND PRIVATE UTILITY OWNERS A MINIMUM OF 72 HOURS PRIOR TO THE START OF WORK. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO LOCATE AND PROTECT ALL EXISTING UTILITIES AND TOPOGRAPHIC FEATURES NOT SCHEDULED FOR REMOVAL. NO ADDITIONAL PAYMENT WILL BE MADE FOR REPAIRING DAMAGE TO EXISTING UTILITIES, RELOCATING, WORKING AROUND, OR PROTECTING EXISTING UTILITIES OR OTHER APPURTENANCES.
5. COORDINATE WITH PRIVATE UTILITY COMPANIES (ELECTRIC, GAS, COMMUNICATIONS) FOR TERMINATION REMOVAL AND OR RELOCATION OF EXISTING SERVICES THROUGHOUT SITE AND REPLACEMENT WITH NEW SERVICES FOR THE PROPOSED DEVELOPMENT.
6. REMOVE TOPSOIL WITHIN LIMITS OF CONSTRUCTION. STOCKPILE ON-SITE FOR USE IN AREAS NOT SCHEDULED FOR BUILDING, PAVEMENT, OR SIDEWALK.
7. PROTECT BY WHATEVER MEANS REQUIRED ALL FENCES, SIGNS, STRUCTURES, DRIVES, SIDEWALKS, STREETS, BUSHES, TREES, ETC. WHICH ARE NOT DESIGNATED FOR REMOVAL, OR OUTSIDE THE LIMITS OF CONSTRUCTION.
8. CONTRACTOR IS RESPONSIBLE FOR REPAIRING ALL DAMAGE INCURRED DURING CONSTRUCTION. THIS INCLUDES, BUT IS NOT LIMITED TO, DAMAGE CAUSED BY SUBCONTRACTORS TO THE GENERAL CONTRACTOR. REPAIRS SHALL EQUAL OR EXCEED THE QUALITY OF EXISTING CONDITIONS.
9. CONTRACTOR SHALL REMOVE AND/OR RELOCATE ALL ITEMS NECESSARY TO ACCOMMODATE THE PROPOSED IMPROVEMENTS WHETHER SPECIFICALLY CALLED OUT BY NOTE OR NOT.
10. THE LOCATIONS OF ALL AERIAL AND UNDERGROUND UTILITY FACILITIES ARE APPROXIMATE OR MAY NOT BE INDICATED IN THESE PLANS. UNDERGROUND FACILITIES, WHETHER INDICATED OR NOT, SHALL BE LOCATED PRIOR TO CONSTRUCTION. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO PROTECT ALL EXISTING UTILITIES, PAVEMENT AND OTHER IMPROVEMENTS. ANY DAMAGE TO EXISTING UTILITIES AND/OR PAVED STREETS CAUSED BY CONSTRUCTION OPERATIONS SHALL BE REPAIRED OR REPLACED AT THE CONTRACTOR'S EXPENSE.
11. ALL DEBRIS AND REFUSE RESULTING FROM CONSTRUCTION OPERATIONS SHALL BE HAULED OFF-SITE AND DISPOSED OF PROPERLY AT THE CONTRACTOR'S EXPENSE.

REVISIONS	
NO.	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

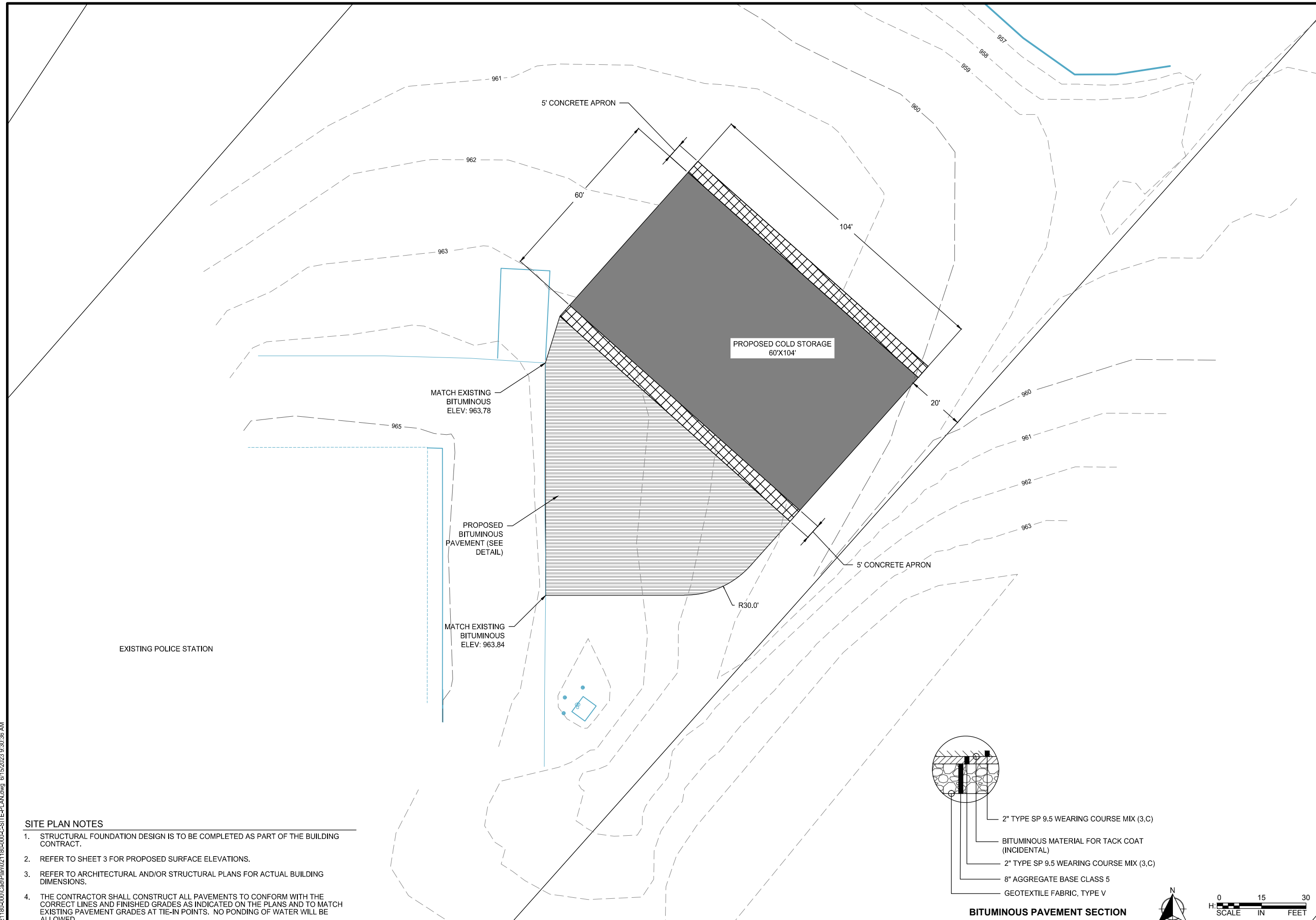
DUSTIN TRIPP, P.E.
 DATE: XXXXXXXX LIC. NO.: 56163

SITE PLAN

PUBLIC WORKS COLD STORAGE
 DUNDAS, MINNESOTA

WSB PROJECT NO.
 021180-000

SHEET
 OF 4



- SITE PLAN NOTES**
1. STRUCTURAL FOUNDATION DESIGN IS TO BE COMPLETED AS PART OF THE BUILDING CONTRACT.
 2. REFER TO SHEET 3 FOR PROPOSED SURFACE ELEVATIONS.
 3. REFER TO ARCHITECTURAL AND/OR STRUCTURAL PLANS FOR ACTUAL BUILDING DIMENSIONS.
 4. THE CONTRACTOR SHALL CONSTRUCT ALL PAVEMENTS TO CONFORM WITH THE CORRECT LINES AND FINISHED GRADES AS INDICATED ON THE PLANS AND TO MATCH EXISTING PAVEMENT GRADES AT TIE-IN POINTS. NO PONDING OF WATER WILL BE ALLOWED.

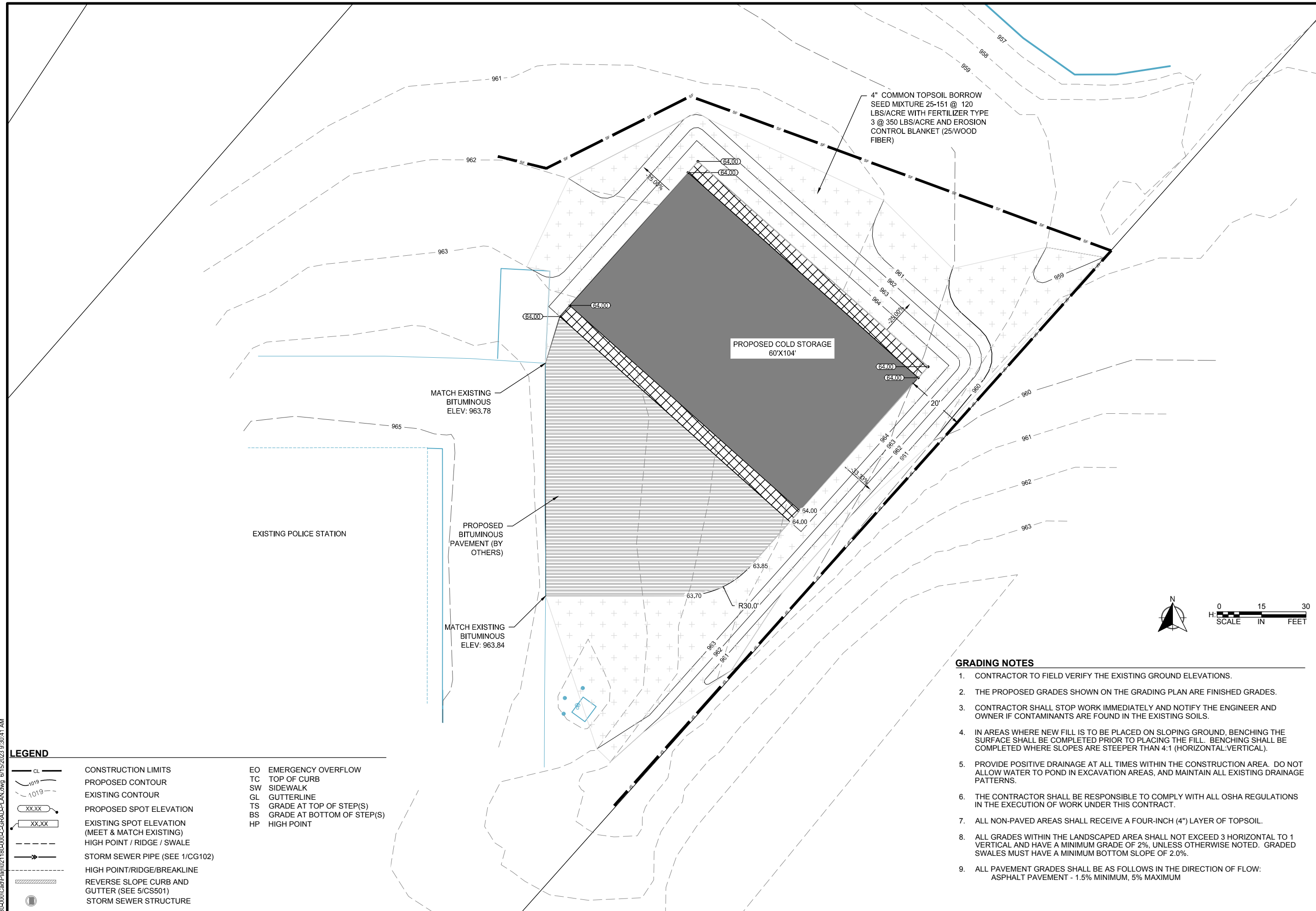
REVISIONS	
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DUSTIN TRIPP, P.E.
 LIC. NO.: 56163
 DATE: XXXXXXXX

GRADING PLAN

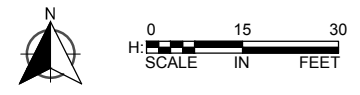
PUBLIC WORKS COLD STORAGE
 DUNDAS, MINNESOTA



LEGEND

CL	CONSTRUCTION LIMITS	EO	EMERGENCY OVERFLOW
1019	PROPOSED CONTOUR	TC	TOP OF CURB
1019	EXISTING CONTOUR	SW	SIDEWALK
XX.XX	PROPOSED SPOT ELEVATION	GL	GUTTERLINE
XX.XX	EXISTING SPOT ELEVATION (MEET & MATCH EXISTING)	TS	GRADE AT TOP OF STEP(S)
---	HIGH POINT / RIDGE / SWALE	BS	GRADE AT BOTTOM OF STEP(S)
---	STORM SEWER PIPE (SEE 1/CG102)	HP	HIGH POINT
---	HIGH POINT/RIDGE/BREAKLINE		
---	REVERSE SLOPE CURB AND GUTTER (SEE 5/CS501)		
---	STORM SEWER STRUCTURE		

- GRADING NOTES**
1. CONTRACTOR TO FIELD VERIFY THE EXISTING GROUND ELEVATIONS.
 2. THE PROPOSED GRADES SHOWN ON THE GRADING PLAN ARE FINISHED GRADES.
 3. CONTRACTOR SHALL STOP WORK IMMEDIATELY AND NOTIFY THE ENGINEER AND OWNER IF CONTAMINANTS ARE FOUND IN THE EXISTING SOILS.
 4. IN AREAS WHERE NEW FILL IS TO BE PLACED ON SLOPING GROUND, BENCHING THE SURFACE SHALL BE COMPLETED PRIOR TO PLACING THE FILL. BENCHING SHALL BE COMPLETED WHERE SLOPES ARE STEEPER THAN 4:1 (HORIZONTAL:VERTICAL).
 5. PROVIDE POSITIVE DRAINAGE AT ALL TIMES WITHIN THE CONSTRUCTION AREA. DO NOT ALLOW WATER TO POND IN EXCAVATION AREAS, AND MAINTAIN ALL EXISTING DRAINAGE PATTERNS.
 6. THE CONTRACTOR SHALL BE RESPONSIBLE TO COMPLY WITH ALL OSHA REGULATIONS IN THE EXECUTION OF WORK UNDER THIS CONTRACT.
 7. ALL NON-PAVED AREAS SHALL RECEIVE A FOUR-INCH (4") LAYER OF TOPSOIL.
 8. ALL GRADES WITHIN THE LANDSCAPED AREA SHALL NOT EXCEED 3 HORIZONTAL TO 1 VERTICAL AND HAVE A MINIMUM GRADE OF 2%, UNLESS OTHERWISE NOTED. GRADED SWALES MUST HAVE A MINIMUM BOTTOM SLOPE OF 2.0%.
 9. ALL PAVEMENT GRADES SHALL BE AS FOLLOWS IN THE DIRECTION OF FLOW:
 ASPHALT PAVEMENT - 1.5% MINIMUM, 5% MAXIMUM





MEMORANDUM

To: Honorable Mayor and City Council
Dundas, Minnesota

From: Dustin M Tipp, P.E.
City Engineer

Date: July 10, 2023

Re: Approve Change Order No. 1 - 2023 Sanitary Sewer Cleaning and Televising

Introduction

Hydro-Vac, Inc has completed the work for the 2023 Sanitary Sewer Cleaning and Televising project.

Background

Upon review of the televising tapes, an offset pipe joint and crack in the pipe were found on Schilling Drive, north of Hester Street. To correct the issue Hydro-Vac Inc. recommends installing QuickLocks at these locations to structurally repair the pipes and prevent infiltration of groundwater into the sanitary sewer system. The QuickLocks act as a structural liner and are a trenchless installation with no impacts to the roadway. An example of a QuickLock repair is attached.

Hydro-Vac Inc would be completing the work as a change order to the 2023 Sanitary Sewer Cleaning and Televising project. The cost for materials and labor to correct the pipe issues at the two locations are shown below:

QuickLock Installation	\$ 6,400.00
------------------------	-------------

Fiscal Impact

Based on the quotes received, funding is available in the Sanitary Sewer Enterprise Fund budget to complete the work.

Alternatives

1. Motion to Approve Change Order No. 1 – 2023 Sanitary Sewer Cleaning and Televising in the amount of \$6,400.00
2. Deny the request.

Staff Recommendation

Alternative No. 1: Motion to Approve Change Order No. 1 – 2023 Sanitary Sewer Cleaning and Televising in the amount of \$6,400.00

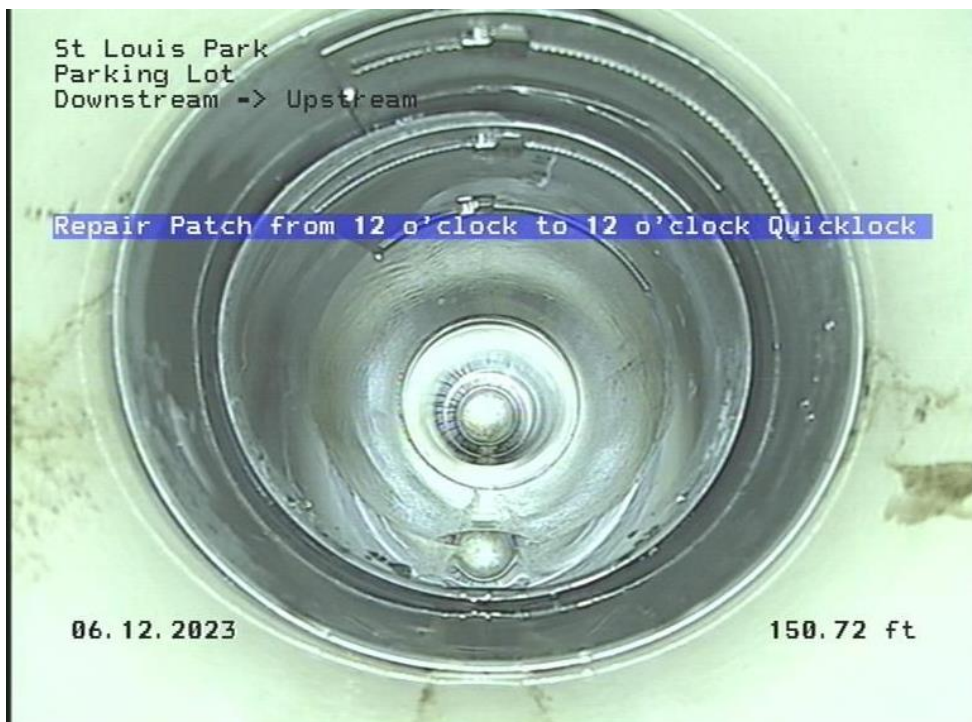
Attachments

1. Pipe Issues and QuickLock Pipe Repair examples

Offset Pipe Joint and Cracked Pipe – Schilling Drive



Example of QuickLock Repair – Before and After





REQUEST FOR CITY COUNCIL ACTION

TO: City Council Members

FROM: Jenelle Teppen, City Administrator

SUBJECT: Consider Approving Ordinance 2023-04 Amending City Code Chapter 93: FIRE PREVENTION AND PROTECTION of the Dundas City Code

DATE: For the City Council Meeting of July 10, 2023

PURPOSE/ACTION REQUESTED

Consider approving Ordinance 2023-04 Amending Chapter 93: FIRE PREVENTION AND PROTECTION of the Dundas City Code

SUMMARY

The Northfield Area Fire and Rescue Service (NAFRS) has been developing prevention and protection measures to increase fire safety. Fire Chief Tom Nelson has suggested changes to City Code (both Northfield and Dundas) to include adding Appendix N of the Minnesota State Fire Code in order to add clarifications to requirements for fire protection related construction permits and inspection fees as well as adopting related state law and rules by reference.

Appendix N of the state fire code is related to indoor exhibitions and trade shows and is proposed to be added to address hazards associated with larger events.

The State of Minnesota provides plan review for fire suppression systems (fire sprinklers, etc) and permitting, The State allows for delegation of the enforcement of Fire Code regulations to the City of Dundas by the Fire Official through adoption of the State Fire Code language as part of the City Code. Chief Nelson has completed the necessary training in order to take this on.

Attached to this report is the draft language, new language is shown underlined.

RECOMMENDATION

Motion to approve Ordinance 2023-04 Amending City Code Chapter 93, Fire Prevention and Protection.

ORDINANCE 2023-04

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

*An Ordinance Amending Chapter 93: FIRE PREVENTION AND PROTECTION
of the Dundas City Code*

THE CITY COUNCIL OF THE CITY OF DUNDAS, MINNESOTA, ORDAINS AS FOLLOWS:

Section 1. Dundas City Code Chapter 93.12 RULES AND LAWS ADOPTED BY REFERENCE is hereby amended as follows:

- (a) The Minnesota State Fire Code ("MSFC"), as adopted pursuant to Minnesota Statutes, section 299F.011, and as modified by Minnesota Rules, Chapter 7511, is hereby adopted by reference, and incorporated in this section as completely as if set out in full. Except for deletions, modifications or amendments by this section, every provision contained in the MSFC, together with appendices D and O, is adopted and made a part of this chapter and shall be known and may be cited as the "Fire Code" of the city. This section incorporates the MSFC and adopts future amendments in accordance with Minnesota Statutes, Section 645.31, Subdivision 2.
- (b) Amendments to the Minnesota State Fire Code. The following shall be amendments to the fire code:
 - (1) Appendix D—Fire Apparatus Access Roads
 - (i) Covers access road specifications, locations, turnaround requirements, and distances from structures.
 - (ii) Addresses fire lane designation, signage, and maintenance.
 - (2) Appendix N—Indoor Exhibitions and Trade Shows
 - (i) Appendix N was created to address the hazards that are associated with larger, more complex trade shows and exhibitions. Although many of these requirements are already included in various locations in this code, some of the more important items, such as requirements for covered booths and multiple-level booths, are not. The intent is to have the requirements covering these events in a single location with pointers to other locations within this code, which makes it easier for those organizing exhibitions and individual exhibitors who are unfamiliar with the fire code to locate the requirements that are applicable to them.
- (23) Appendix O—Fires or barbecues on balconies or patios. This provision is adopted pursuant to the authority of Minn. Stat., § 299F.011, subd. 4, as it may be amended from time to time, and shall supersede less restrictive provisions of state law to the contrary.

- (i) Open flame prohibited. In any structure containing three or more dwelling units, where dwelling units are configured vertically above or below other dwelling units, no person shall kindle, maintain, or cause any fire or open flame on any balcony above ground level, or on any ground floor patio within 15 feet of a structure.
 - a. Exception: Listed electric or gas-fired barbecue grills that are permanently mounted and wired or plumbed to the building's gas supply or electrical system and that maintain a minimum clearance of 18 inches on all sides, unless listed for lesser clearances, may be installed on balconies and patios when approved by the chief.
- (ii) Fuel storage prohibited. No person shall store or use any fuel, barbecue, torch, or other similar heating or lighting chemical or device in the locations designated in clause (1).i. above.

Section 2. Dundas City Code, Chapter 93.13 Permits and fees, is hereby amended, as follows:

Sec. 26-3. Permits and fees.

- (a) Operational permits and construction permits, respectively, as defined herein shall be required as authorized under the fire code and as determined by the fire chief. This includes, but is not limited to:
 - (1) Construction permits including plan review for fire protection-related work.
- (b) Open burn permits, as defined herein shall be required as authorized under article III, division 2, as determined by the fire chief.
- (c) A person desiring a permit as required by the fire code or this chapter shall submit an application to the fire chief along with the required fee as established by NAFRS by resolution from time to time.
- (d) Specific permit types and their fees shall be approved as required by resolution of the NAFRS board and will be posted on the NAFRS website.
- (e) Unless otherwise noted, all permits shall expire one year from the date of issuance.
- (f) For any permit required or authorized by the MSFC or this chapter, except an open burn permit under article III of this chapter, the following provisions shall apply:
 - (1) *Application.* Permit applications must be made to the fire chief on forms prescribed by NAFRS. All questions asked or information required by the application forms shall be answered fully and completely by the applicant. The applicant must comply with applicable laws, regulations, ordinances, and any additional requirements of NAFRS.
 - (2) *Denial.* The fire code official may deny any permit application when the activity for which the permit is sought violates any applicable law, statute, rule, regulation, or ordinance or is contrary to the public health, safety, or welfare.
 - (3) *Conditions.* Any permit may be subject to conditions that protect the public health, safety and welfare.
 - (4) *Permit fee.* Upon submission of a permit application, the applicant must pay a permit fee to NAFRS.

- (5) *Revocation.* A permit is subject to revocation by the fire code official for failure to comply with permit conditions or failure to comply with any other applicable law, rule, regulation, or ordinance.
- (g) The building official and the fire chief shall act as a committee to determine and specify, after giving affected persons an opportunity to be heard, any new materials, processes or occupancies which will require permits, in addition to those now enumerated in the MSFC or this chapter. The fire code official will post such list of required permits on the NAFRS website and distribute copies thereof to interested persons.

State law reference—Adoption by reference, Minn. Stat. § 299M.04 and Minn. R. part 7512.2800 Municipal Permit Program.

Section 3. Dundas City Code, Chapter 93.14 –Fire inspection and fees, subsection (b) Fire inspection fees for facilities, is hereby amended, as follows:

- (b) *Fire inspection fees for facilities.* Fire inspection fees for all facilities located in the city, including but not limited to new construction, additions, redevelopment and alterations where a building permit is required, shall be in an amount to be set by NAFRS from time to time. This includes, but is not limited to:
 - (1) Inspections of fire protection-related work.

Section 4. This Ordinance is effective upon its passage and publication in accordance with law.

APPROVED by the City Council of Dundas, Minnesota, on this 10th day of July 2023.

CITY OF DUNDAS BY:

ATTEST:

Glenn Switzer, Mayor

Jenelle Teppen, City Administrator/Clerk

Ordinance 2023-04

**SUMMARY OF
ORDINANCE 2023-04**

**CITY OF DUNDAS
STATE OF MINNESOTA**

*An Ordinance Amending Chapter 93: FIRE PREVENTION AND PROTECTION of the Dundas
City Code*

The following is the official summary of Ordinance 2023-04, which was approved and adopted by the Dundas City Council on July 10, 2023:

Chapter 93 of the Dundas City Code is amended to add Appendix N of the Minnesota State Fire Code, and adds clarification to requirements for fire protection related construction permits and inspection fees as well as adopting the related state law and rules by reference.

A copy of the entire Ordinance 2023-04 is available for inspection by any person during regular office hours at the Dundas City Hall, 100 Railway Street North, Dundas, MN 55019; and is posted at the Dundas City website: www.cityofdundas.org.

Published by order:
Jenelle Teppen, City Administrator/Clerk
in the *Faribault Daily News* on July 15, 2023

**SUMMARY OF
ORDINANCE 2023-04**

**CITY OF DUNDAS
STATE OF MINNESOTA**

*An Ordinance Amending Chapter 93: FIRE PREVENTION AND PROTECTION of the Dundas
City Code*

The following is the official summary of Ordinance 2023-04, which was approved and adopted by the Dundas City Council on July 10, 2023:

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Published by order:
Jenelle Teppen, City Administrator/Clerk
in the *Faribault Daily News* on July 15, 2023



REQUEST FOR CITY COUNCIL ACTION

TO: City Council Members
FROM: Jenelle Teppen, City Administrator
SUBJECT: Consider Approving Ordinance 2023-05 Amending City Code Section 52.31 Lawn Sprinkling; Irrigation Ban
DATE: For the City Council Meeting of July 10, 2023

PURPOSE/ACTION REQUESTED

Consider approving Ordinance 2023-05 Amending City Code Section 52.31 Lawn Sprinkling; Irrigation Ban.

SUMMARY

The Department of Natural Resources has increased summer water fees effective July 1, 2023, this fee is also known as the summer surcharge. The surcharge will increase from \$30 per million gallons to \$50 per million gallons, and it's applied to the volume of water used in each of the months of May, June, July, August and September. Previously to this the surcharge was applied only to the months of June, July and August.

The surcharge will be applied to the volume of water used that exceeds the volume of water used in January for municipal water use. The revised surcharge went into effect on July 1, 2023.

I've estimated the increase surcharge based on volume of water used in 2022, compared to the January 2023 amount.

	gallons used	difference	\$30 pmg surcharge	\$50 pmg surcharge	estimated increase
Jan-23	7,341,928				
May-22	8,779,020	1,437,092	\$43.11	\$71.85	
Jun-22	11,634,679	4,292,751	\$128.78	\$214.64	
Jul-22	11,876,563	4,534,635	\$136.04	\$226.73	
Aug-22	11,197,149	3,855,221	\$115.66	\$192.76	
Sep-22	9,753,422	2,411,494	\$72.34	\$120.57	
total surcharge			\$495.93	\$826.55	\$330.62

While the estimated increase in the summer surcharge isn't significant, it will become more significant as the city grows.

The City Council should consider amending the Lawn Sprinkling; Irrigation Ban to include the months of May and September.

RECOMMENDATION

Motion to approve Ordinance 2023-05 Amending City Code Section 52.31 Lawn Sprinkling; Irrigation Ban.

ORDINANCE 2023-05

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

An Ordinance Amending Chapter 52.31 Lawn Sprinkling; Irrigation Ban

THE CITY COUNCIL OF THE CITY OF DUNDAS, MINNESOTA, ORDAINS AS FOLLOWS:

Section 1. Dundas City Code Chapter 52.31 Lawn Sprinkling; Irrigation Ban is hereby amended as follows:

The City hereby imposes a lawn sprinkling/irrigation ban from May ~~June~~ 1 through October ~~September~~ 15. This ban applies to water from the municipal system, and is intended to conserve water as well as ensure an adequate supply for fire emergencies. If the last digit of a street address is an odd number, lawn sprinkling/irrigation may occur on odd-numbered days of the month. If the last digit of the street address is an even number, lawn sprinkling/irrigation may occur on even-numbered days of the month. Exceptions will be made for large, newly-seeded or sodded areas and new trees or shrubs. Homeowner associations are regulated by the same odd-even sprinkling ban. Where the association system cannot be controlled in an odd/even number manner, then the system shall be set to control 50% of its locations in a similar fashion. Any questions are to be directed to the City Administrator.

Section 2. This Ordinance is effective upon its passage and publication in accordance with law.

APPROVED by the City Council of Dundas, Minnesota, on this 10th day of July 2023.

CITY OF DUNDAS BY:

ATTEST:

Glenn Switzer, Mayor

Jenelle Teppen, City Administrator/Clerk

Ordinance 2023-05

City of Dundas
Public Works Staff Meeting / City Engineer Update 07/04/23
July 6, 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. ***Hydrovac exposed private utilities at the sign locations The County will install the pedestrian crossing signs the week of July 17th.***
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 3rd 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. ***The contractor has called in locates for private utilities and plans to start installation of the street lights the week of July 10th.***
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 met with BWT representatives on June 21st to discuss the Joint Road Policy. A follow up meeting is tentatively scheduled for July 26th.
 - 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, 115th 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 prepared a memo to Rice County, MNDOT and local representatives to request support and participation for project. The letter was sent out on 5-17-23.
- Funding in the amount of \$370,000 has been allocated to the project in the State's 2023 Capital Budget under Grants to Political Subdivisions.

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
- 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 27th Council Meeting. The concept plan was approved by Council March 13th 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.
- Council awarded the Contract for the dog park fence to Caron fence on 5-22-23.
- ***Staff has completed grading the dog park location with the excess topsoil from the gravel parking lot construction. Caron Fence has provided an updated schedule of late July/early August to complete the fence work for the dog park.***

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. Northfield Wastewater Treatment

- 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.

10. 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 identified areas for pothole repair to be completed by a contractor. Miller Lane near Miller Court will be the main area of focus.
- ***Hydrovac, Inc has completed the 2023 sanitary sewer cleaning and televising project with the completion of the lift station cleaning on 7-5. Staff will work with the contractor to close out the project.***

11. 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 2025 to allow time for the dog park to be moved and the existing fence to be removed.***
- Sunram has substantially completed the work. Removal of excess tree debris will be completed by the contractor and the project will be closed out.

12. 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.

13. 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.

14. Pavement Management Plan

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

15. 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 27th 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.
- Grading plan for the building plan is complete.
- Project information and proposed quote package was brought to Council for review at the May 22nd Council meeting.
- The request for quotes for the site grading was sent out June 16 with quotes due back June 30th. ***Two contractors submitted quotes for the work with Raw Construction, LLC being the low quote at \$25,285.00. The quotes will be brought to Council for consideration at the July 10th Council meeting***
- The request for quotes for the cold storage building was sent out June 23rd with quotes due back July 14th. ***Based on feedback from contractors, extending the completion date would allow more contractors to provide quotes and fit the work into their current schedules. The completion date will be changed from October 20, 2023 to March 29, 2024 to allow the City to see more pricing. The deadline to receive quotes will be revised to August 4, 2023.***

16. 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.
- Staff plans to bring the preliminary effluent review to Council for review at the 2nd meeting in July.

17. 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.

18. 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. The draft plan has been completed and is currently under review by Staff.

19. Franchise Fees

- 4-24-23 Staff met with the Public Works Committee to discuss the franchise fee process and details.



**NOTICE OF CLOSED MEETING
CITY COUNCIL FOR THE CITY OF DUNDAS, MINNESOTA**

Date/Time: Monday, July 10, 2023, at 7:00 p.m.

Location: Dundas City Hall
100 Railway Street North
Dundas, Minnesota 55019

Subject: The Dundas City Council will consider whether to exercise the City's right of first refusal to purchase the real property located at 315 Railway Street North, in the City of Dundas, County of Rice, State of Minnesota.

Basis: The Dundas City Council will meet in a closed meeting, which is not open to the public. The closure is pursuant to Minnesota Statutes § 13D.05, subd. 3(c)(3) (to develop or consider offers or counteroffers for the sale of real property).