

**DUNDAS CITY COUNCIL
REGULAR MEETING AGENDA
Monday, JULY 11, 2022
7:00 p.m. Dundas City Hall**

- 1. Call to Order/Pledge Allegiance**
- 2. Roll Call:** Mayor Glenn Switzer; Councilors Larry Fowler, Luke LaCroix, Grant Modory, Luke Swartwood
- 3. Public Forum**
- 4. Approval of Agenda***
Motion _____, second _____
- 5. Consent Agenda** *(All items on the Consent Agenda are considered routine and have been made available to the City Council at least two (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 so requests, in which event the item will be removed from this agenda and considered in normal sequence.)*
 - a. Regular Minutes of June 27, 2022*
 - b. Resolution 2022-15* Appointing Election Judges for the 2022 Primary and General Elections
 - c. Disbursement Report* - \$105,184.99**Motion _____, second _____**
- 6. Old Business**
- 7. Ordinances and Resolutions**
- 8. New Business**
- 9. Reports of Officers, Boards and Committees**
 - a. City Attorney
 - b. City Engineer*
 - c. City Administrator
 - d. Mayor, Councilors and Committees
- 10. Work Session**
 - a. Overview of Process and Cost of Wastewater Treatment Facility*
- 11. Announcements**
 - a. Parks & Recreation Advisory Board – Tuesday, July 12 at 7:00 pm City Hall
 - b. Planning Commission Meeting – Thursday, July 21 at 7:00 pm City Hall
 - c. EDA Meeting – Monday, July 25 at 6:30 p.m.
 - d. City Council Meeting with Work Session– Monday, July 25 at 7:00 p.m. City Hall
- 12. Adjourn**

**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES**

**Monday, JUNE 27, 2022
7:00 p.m. Dundas City Hall**

UNOFFICIAL MINUTES

Present: Mayor Glenn Switzer; Councilors Larry Fowler, Luke Swartwood

Absent: Councilors Grant Modory, Luke LaCroix

Staff: City Engineer Dustin Tipp; Administrator/Clerk Jenelle Teppen, Deputy Clerk Linda Ripka

CALL TO ORDER

Mayor Switzer called the meeting to order at 7:00 p.m. A quorum was present.

PUBLIC FORUM – No one presented to Council.

APPROVAL OF AGENDA

Motion by Fowler, second by Swartwood, to approve the agenda with the removal of Work Session.

Motion Carried Unanimously (MCU)

CONSENT AGENDA

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

Regular Minutes of June 13, 2022;

Memorial Park Pay Voucher No. 1- \$101,160.03; and

Disbursement Report - \$70,518.6. MCU

OLD BUSINESS – No old business brought before Council.

ORDINANCES AND RESOLUTIONS – No Ordinances or Resolutions brought before Council.

NEW BUSINESS

Consider Awarding 2022 Seal Coat Project

City Engineer Tipp stated two quotes received for 2022 Seal Coat Project and recommended Pearson Bros, Inc. who came back with the lowest quote and they have done seal coat work previously for the City with no issues.

Motion by Fowler, second by Swartwood, to accept the two quotes received for the 2022 Seal Coat Project and award the contract to Pearson Bros., Inc. of Hanover, MN, for the quote of \$27,667.50. MCU

Consider Approving Appointing Cody Kruse as Full Time Police Officer

Administrator Teppen reported she and Chief Hanson interviewed two of the City's part-time officers applying for the vacant full-time position and recommend Cody Kruse.

Motion by Fowler, second by Swartwood, to appoint Cody Kruse to the position of full-time police officer. MCU

REPORTS OF OFFICERS, BOARDS, AND COMMITTEES

City Engineer – Dustin Tipp

Tipp reviewed his report to Council with updates.

ADJOURN

Motion by Fowler, second by Swartwood, to adjourn the meeting at 7:10 p.m. MCU

Submitted by:

Attest:

Jenelle Teppen, Administrator/Clerk

Glenn Switzer, Mayor

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

RESOLUTION NUMBER 2020 - 15

*A Resolution Appointing Election Judges for the 2022
Primary and General Elections*

WHEREAS, a Primary Election will be held on Tuesday, August 9, 2022, and polls must be open from 7:00 a.m. to 8:00 p.m.; and

WHEREAS, a General Election will be held on Tuesday, November 8, 2022, and polls must be open from 7:00 a.m. to 8:00 p.m.; and

WHEREAS, Minnesota Statute 204B.21, subd. 2 requires Election Judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Dundas has one precinct; and

WHEREAS, qualified individuals have applied to serve as Election Judges for the Primary and General Elections and have agreed to perform all statutory duties related to the election process.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Dundas, Minnesota, that the following appointments for Election Judges and Head Judge are hereby approved for the 2022 elections:

ELECTION JUDGES: Bonnie Fowler, Lucille Luther, Judeen Brown, Mason Stanke,
Harley Tate, Anita Finger, Nicole Portillo, Matthew Bayer, and Richard Nodland

HEAD JUDGE: Jeanne Peloquin

BE IT FURTHER RESOLVED that the hourly wage for training time and Election Judge services is hereby approved for the 2022 elections at \$13.00 per hour; and

BE IT FURTHER RESOLVED that the hourly wage for Head Election Judge services is hereby approved for the 2022 elections at \$15.00 per hour; and

BE IT FURTHER RESOLVED that mileage incurred to/from training, picking up and returning supplies, and returning election materials to Rice County shall be reimbursed at the current IRS rate.

ADOPTED by the City Council of Dundas, Minnesota, on this 11th day of July 2022.

CITY OF DUNDAS BY:

ATTEST:

Glenn Switzer, Mayor

Jenelle Teppen, Administrator/Clerk

**DISBURSEMENT REPORT
CITY OF DUNDAS
Council Meeting July 11, 2022**

DATE	PAYABLE	AMOUNT
6/30/2022	PERA	\$3,739.38
6/29/2022	State of MN Empower Retirement	\$700.00
6/29/2022	MN Dept of Revenue	\$1,316.44
6/29/2022	IRS	\$6,295.46
6/30/2022	Payroll PP #13 Employees	\$19,051.62
Sub Total Paid Payroll and Sales Liabilities		\$31,102.90
	2014A GO Bond Water/Sewer	
	ACH per item	\$10.00
	Low ACH Volume Maintenance	\$5.00
6/30/2022	RDC Monthly Fee	\$59.00
7/1/2022	PSN Service Invoice	\$342.25
6/29/2022	QUADIENT	\$207.96
6/23/2022	NEXTIVA VOIP	\$186.11
7/11/2022	Invoice Payments - Disbursements	\$73,271.77
Sub Total Paid Claims and Service Liabilities		\$74,082.09
TOTAL	Disbursements for July 11, 2022	\$105,184.99

City of Dundas

Payments

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Payments Batch 071122AP		\$73,271.77	
Refer	0	<u>ABDO FINANCIAL SOLUTIONS, LL</u>	
Cash Payment	E 101-41000-301 Auditing and Acct g Servi	July 22 professional financial management	\$3,770.00
Invoice	459528	7/1/2022	
Cash Payment	E 225-43150-301 Auditing and Acct g Servi	July 22 professional financial management	\$290.00
Invoice	459528	7/1/2022	
Cash Payment	E 601-49400-301 Auditing and Acct g Servi	July 22 professional financial management	\$725.00
Invoice	459528	7/1/2022	
Cash Payment	E 602-49450-301 Auditing and Acct g Servi	July 22 professional financial management	\$725.00
Invoice	459528	7/1/2022	
Cash Payment	E 603-49500-301 Auditing and Acct g Servi	July 22 professional financial management	\$290.00
Invoice	459528	7/1/2022	
Transaction Date	7/6/2022	Frandsen Bank	10100
		Total	\$5,800.00
Refer	0	<u>ARNOLDS SUPPLY & KLEENIT CO.</u>	
Cash Payment	E 101-41000-200 Supplies	hand soap	\$67.22
Invoice	653735	6/20/2022	
Cash Payment	E 101-45200-200 Supplies	hand soap	\$33.60
Invoice	653735	6/20/2022	
Cash Payment	E 101-42100-200 Supplies	hand soap	\$33.60
Invoice	653735	6/20/2022	
Cash Payment	E 101-43100-200 Supplies	hand soap	\$33.60
Invoice	653735	6/20/2022	
Transaction Date	7/6/2022	Frandsen Bank	10100
		Total	\$168.02
Refer	0	<u>BADGER METER</u>	
Cash Payment	E 601-49400-210 Supplies/Water Meter, Et	Orion Cellular LTE service unit	\$418.95
Invoice	80100764	6/29/2022	
Transaction Date	7/6/2022	Frandsen Bank	10100
		Total	\$418.95
Refer	0	<u>BUREAU OF CRIME APPREHENS</u>	
Cash Payment	E 101-42100-433 Dues and Subscriptions	CJDN Access Fee	\$150.00
Invoice	707061	6/30/2022	
Transaction Date	7/6/2022	Frandsen Bank	10100
		Total	\$150.00
Refer	0	<u>BY ALL MEANS GRAPHICS</u>	
Cash Payment	E 101-42100-200 Supplies	business cards-polcie dept	\$184.00
Invoice	14390	7/1/2022	
Transaction Date	7/6/2022	Frandsen Bank	10100
		Total	\$184.00
Refer	0	<u>CITY OF NORTHFIELD</u>	
Cash Payment	E 602-49450-385 Sewer Utilities	Wastewater Treatment	\$20,169.25
Invoice		6/20/2022	
Transaction Date	7/6/2022	Frandsen Bank	10100
		Total	\$20,169.25
Refer	0	<u>CUMMINS SALES AND SERVICE</u>	
Cash Payment	E 601-49400-400 Repairs and Maintenanc	Replace ground fault relay	\$1,494.38
Invoice	E4-26202	6/29/2022	
Transaction Date	7/6/2022	Frandsen Bank	10100
		Total	\$1,494.38
Refer	0	<u>ECKBERG LAMMERS</u>	
Cash Payment	E 101-42100-304 Legal Fees	June 22 Prosecution Fees	\$660.52
Invoice	06 2022	6/30/2022	

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Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$660.52
Refer	0 <u>FIELDSTONE FAMILY HOMES</u>	-			
Cash Payment	G 101-22001 Erosion Control Deposit	Release erosion fee deposit permit #7209			\$1,500.00
Invoice	7/11/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$1,500.00
Refer	0 <u>GALLS, LLC,-DBA KEEPRS</u>	-			
Cash Payment	E 101-42100-217 Uniforms	PD badge			\$151.87
Invoice	021510646 6/27/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$151.87
Refer	0 <u>GOPHER STATE ONE CALL</u>	-			
Cash Payment	E 601-49400-310 Professional Services	Gopher one calls			\$29.70
Invoice	2060347 6/30/2022				
Cash Payment	E 602-49450-310 Professional Services	Gopher one calls			\$29.70
Invoice	2060347 6/30/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$59.40
Refer	0 <u>GUTH ELECTRIC, LLC</u>	-			
Cash Payment	E 601-49400-400 Repairs and Maintenanc	Repair alarm in Well house #2			\$1,889.53
Invoice	1681 6/29/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$1,889.53
Refer	0 <u>HAWKINS INC.</u>	-			
Cash Payment	E 601-49400-200 Supplies	Chemicals			\$1,137.55
Invoice	6226237 6/30/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$1,137.55
Refer	0 <u>JOHNS SNOW AND MOW LLC</u>	-			
Cash Payment	E 225-43150-406 Grounds Maintenance	lawn mowing			\$700.00
Invoice	7/4/2022				
Cash Payment	E 101-45200-406 Grounds Maintenance	lawn mowing			\$1,400.00
Invoice	7/4/2022				
Cash Payment	E 225-43150-406 Grounds Maintenance	lawn mowing			\$1,150.00
Invoice	7/4/2022				
Cash Payment	E 101-43100-406 Grounds Maintenance	lawn mowing			\$250.00
Invoice	7/4/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$3,500.00
Refer	0 <u>K MICHAELS HOMES</u>	-			
Cash Payment	G 101-22001 Erosion Control Deposit	Release erosion fee deposit permit #7217			\$1,500.00
Invoice	7/11/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$1,500.00
Refer	0 <u>KWIK TRIP INC</u>	-			
Cash Payment	E 101-42100-418 Vehicle Fuels	fuel			\$1,227.93
Invoice					
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$1,227.93
Refer	0 <u>KWIK TRIP INC</u>	-			
Cash Payment	E 101-43100-418 Vehicle Fuels	fuel			\$548.38
Invoice					
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$548.38

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Refer	0	LAW ENFORCEMENT LABOR SVC	-				
Cash Payment	G 101-21707	LELSI Union Dues	Union dues for July 2022			\$130.00	
Invoice							
Transaction Date	7/6/2022	Frandsen Bank	10100	Total		\$130.00	
Refer	0	LITTLE, AARON	-				
Cash Payment	E 601-49400-330	Travel	Reimbursement for training			\$119.76	
Invoice							
Cash Payment	E 602-49450-330	Travel	Reimbursement for training			\$119.76	
Invoice							
Transaction Date	7/6/2022	Frandsen Bank	10100	Total		\$239.52	
Refer	0	LUZ CLEANING SERVICE	-				
Cash Payment	E 101-41000-440	Cleaning Service	June cleaning services			\$600.00	
Invoice 185775	6/23/2022						
Transaction Date	7/6/2022	Frandsen Bank	10100	Total		\$600.00	
Refer	0	MENARDS, INC	-				
Cash Payment	E 601-49400-400	Repairs and Maintenanc	supplies			\$122.37	
Invoice 28789	6/9/2022						
Cash Payment	E 101-45200-400	Repairs and Maintenanc	supplies			\$122.36	
Invoice 28789	6/9/2022						
Transaction Date	7/6/2022	Frandsen Bank	10100	Total		\$244.73	
Refer	0	MENARDS, INC	-				
Cash Payment	E 601-49400-400	Repairs and Maintenanc	supplies			\$44.37	
Invoice 29150	6/16/2022						
Cash Payment	E 101-45200-400	Repairs and Maintenanc	supplies			\$44.37	
Invoice 29150	6/16/2022						
Transaction Date	7/6/2022	Frandsen Bank	10100	Total		\$88.74	
Refer	0	MENARDS, INC	-				
Cash Payment	E 101-43100-200	Supplies	supplies			\$11.59	
Invoice 29364	6/20/2022						
Transaction Date	7/6/2022	Frandsen Bank	10100	Total		\$11.59	
Refer	0	METERING & TECH SOLUTIONS	-				
Cash Payment	E 601-49400-210	Supplies/Water Meter, Et	64 Orion LTE end points			\$9,808.00	
Invoice 23151	7/11/2022						
Transaction Date	7/6/2022	Frandsen Bank	10100	Total		\$9,808.00	
Refer	0	METRO FIBERNET LLC	-				
Cash Payment	E 101-41000-321	Telephone & Communic	Phone charges			\$121.39	
Invoice	7/1/2022						
Transaction Date	7/6/2022	Frandsen Bank	10100	Total		\$121.39	
Refer	0	METRO FIBERNET LLC	-				
Cash Payment	E 601-49400-321	Telephone & Communic	phone charges			\$133.62	
Invoice	7/1/2022						
Transaction Date	7/6/2022	Frandsen Bank	10100	Total		\$133.62	
Refer	0	METRO FIBERNET LLC	-				
Cash Payment	E 101-42100-321	Telephone & Communic	Phone charges			\$62.28	
Invoice							

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Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$62.28
Refer	0 MCFOA REGION VI	-			
Cash Payment Invoice	E 101-41000-208 Training and Licensing	Region VI meeting			\$20.00
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$20.00
Refer	0 NORTHERN SAFETY TECHNOLOG	-			
Cash Payment Invoice 54230	E 101-42100-419 Vehicle Operations	install dash mount on police Durango			\$1,669.52
	6/30/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$1,669.52
Refer	0 NORTHERN SAFETY TECHNOLOG	-			
Cash Payment Invoice 54231	E 101-42100-419 Vehicle Operations	install ION light lens on Durango			\$600.62
	6/30/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$600.62
Refer	0 ORIEN INVESTMENTS	-			
Cash Payment Invoice	E 101-46500-810 Refunds/Reimbursement	Tax abatement 2022 (Jan)			\$1,526.47
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$1,526.47
Refer	0 ORIEN INVESTMENTS	-			
Cash Payment Invoice	E 101-46500-810 Refunds/Reimbursement	Tax abatement 2022 (July)			\$1,526.48
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$1,526.48
Refer	0 ROBERT MCNEARNEY CUSTOM H	-			
Cash Payment Invoice	G 101-22001 Erosion Control Deposit	Release erosion fee deposit permit #7208			\$1,500.00
	6/10/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$1,500.00
Refer	0 SERVICEMASTER BY AYOTTE	-			
Cash Payment Invoice 909688	E 101-45200-440 Cleaning Service	contract janitorial services for July			\$670.00
	7/1/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$670.00
Refer	0 SVIEN, BENNY H.	-			
Cash Payment Invoice	E 101-42400-311 Bldg Permit Expense	Permit #4450			\$5.66
	6/29/2022				
Cash Payment Invoice	E 101-42400-312 Plan Review Expense	Permit #4450			\$122.61
	6/29/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$128.27
Refer	0 SVIEN, BENNY H.	-			
Cash Payment Invoice	E 101-42400-311 Bldg Permit Expense	Permit #4446			\$4.61
	6/29/2022				
Cash Payment Invoice	E 101-42400-312 Plan Review Expense	Permit #4446			\$99.86
	6/29/2022				
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$104.47
Refer	0 SVIEN, BENNY H.	-			
Cash Payment Invoice 2022-0705	E 101-42400-311 Bldg Permit Expense	Building Official fees			\$419.64
	7/5/2022				

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Cash Payment	E 101-42400-314	Mechanical Permit Expe	Building Official fees		\$1.06
	Invoice 2022-0705	7/5/2022			
Cash Payment	E 101-42400-315	Plumbing Permit Expens	Building Official fees		\$0.32
	Invoice 2022-0705	7/5/2022			
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$421.02
Refer	0 UTILITY SERVICE CO., INC				
Cash Payment	E 601-49400-400	Repairs and Maintenanc	Quarterly pedisphere east tower		\$5,851.40
	Invoice 561976	7/11/2022			
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$5,851.40
Refer	0 GUTH ELECTRIC, LLC				
Cash Payment	E 101-43100-400	Repairs and Maintenanc	remove Christmas banners from poles and replace with summer banners		\$376.25
	Invoice 1698	6/30/2022			
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$376.25
Refer	0 UTILITY SERVICE CO., INC				
Cash Payment	E 601-49400-400	Repairs and Maintenanc	Composite West Tank		\$6,877.62
	Invoice 561977	7/11/2022			
Transaction Date	7/6/2022	Frandsen Bank	10100	Total	\$6,877.62

Fund Summary

	10100 Frandsen Bank
101 GENERAL FUND	\$21,145.81
225 STORM SEWER	\$2,140.00
601 WATER	\$28,652.25
602 SEWER	\$21,043.71
603 REFUSE	\$290.00
	\$73,271.77

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$73,271.77
Total	\$73,271.77

City of Dundas
Public Works Staff Meeting / City Engineer Update 7/6/22

July 7, 2022
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.
 - Crosswalk markings will be installed on Hester Street at 1st Avenue will be coordinated with Rice County. 11/3/21 County will be responsible for the crossing markings on pavement on Hester Street and 1st Street. The existing pedestrian ramp on the SW corner of the intersection will be expanded for better access to 1st street to the southwest.
 - An 8-foot striped bike lane will be added in the street on the east side of 1st street, extending from the East Cannon River Trail to Memorial Park.
 - Staff plans to send out a request for quotes in February or March with work to begin in the spring.
 - On-street bike lane plan has been revised based on Council comments from the March 14th Council meeting. Revisions include adding bike lane crosswalks at all intersections and striping the west side of the road for on-street parking.
 - 1st Street will be seal coated as part of the 2022 seal coating project. All bike lane striping will be done after the seal coating. This project will be done separately from the Memorial Park Improvements project.
 - The SHIP grant funding application was approved by in the amount of \$4,680.00. The City will work with Rice County on media relations as part of the grant funding.
 - Staff will order materials for pedestrian and bicycle crossing advanced warning signage for the Hester Street and 1st Street crosswalk and Rice County will install the signage.
 - ***A request for quotes has been sent out for the project. One quote was received with the price being too high to pursue the project as currently designed. After discussions with the contractors about lack of quotes received and the pricing, it was determined that the material for the green crosswalks is not currently being produced due to material shortages. Staff is revising the plan to change materials and will send out a new request for quotes.***

3. 2022 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. 12-16-21 Menard Inc indicated that they are not willing to turn over the stormwater pond to the City. Staff is working with Menard to revise the draft grading and maintenance easement so the document can be finalized.
- 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. Work will be done in 2022 with potential sidewalk project. 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.
- Updated pricing will be requested from the supplier.
- As part of the project, the existing poles at City Hall will re-located to the Railway Street/Memorial Park area and shorter (16') poles will be installed.

5. Comprehensive Transportation Planning

- 8/9/21 Staff met with Bridgewater Township officials to discuss the road policy/plan referenced in the OAA. Township officials indicated they would submit initial drafts based on the discussion in September. Meeting was held with BWT on 10/27/21 to discuss initial draft. The Joint Road Policy from BWT has been reviewed and staff has prepared a City of Dundas JRP. Staff is in conversation with BWT to set up a meeting date.
- 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. 11-3-21 Staff met with Rice County. The County is planning to revisit the study in 2022.

6. CSAH 1/TH 3 Pedestrian Crossing

- The scope includes a crossing of CSAH 1 connecting the existing trail near the PRV to the sidewalk on Stafford Road North; and pedestrian connections west along the south side of CSAH 1 to Cannon Road.
- A trail would be extended along CSAH 1 from TH 3 to connect to the existing sidewalk on Cannon Road and Stafford Road North. A trail connection would also be made from TH 3 to the existing trail to the northeast.
- Storm sewer modifications would be made to accommodate the new trails.
- The addition of ADA pedestrian curb ramps and crosswalk markings would be added to the intersection. Minor signal modifications and the addition of pedestrian push buttons would be included at all legs of the intersection.
- MnDOT has reviewed the concept and has provided comments.

- A trail would be extended along CSAH 1
- Rice County does not have funding budgeted for cost sharing in 2022. Project would be done in 2023. Staff is exploring funding options and have reached out to Rice County and MnDOT to inquire about cost sharing. Staff is working on identifying cost participation from the County and State.
- A portion of the \$121,900 capital expenditure budgeted for Sidewalk/Trail in 2021 is to further preliminary design of these crossing concepts.
- Staff met with MnDOT on 5/4 to discuss cost participation through the Local Partnership Program funding. MnDOT will have internal conversations to discuss the project further. Staff has reached out to MnDOT to inquire about the internal review and is waiting to hear back.
- Staff has provided the requested documentation to Rice County for review. Rice County has not yet reviewed the information.

7. ECRT Parking Lot

- An aggregate base parking area is proposed to be created at the ECRT on the NE corner of 1st Street N / Everett Street.
- Project is in the 2023 CIP
- Staff contacted the DNR and they would welcome the addition of the parking lot but do not hold any formal interest in the land use of that area. Direction was given to notify Northfield of any improvements.
- A figure has been prepared for the future dog park location and parking lot. Staff is looking into using the excavated aggregate material from the Memorial Park project to establish a base for the future parking lot. ***Staff has scheduled survey to stake the limits of the parking lot. Staff will place the excavated aggregate material from the Memorial Park project to establish a base for the future parking lot.***
- ***Preliminary plan and dog park layout will be presented to the Parks and Recreation Advisory Board at the Tuesday July 12th meeting.***

8. Forest Avenue and Depot Street

- Based on recent soil borings, extensive pavement repair has been included in the draft CIP, future construction which will likely include pavement reclamation and a bituminous overlay. The pavement rehabilitation needs of Forest Avenue will be reviewed again in the spring of 2022; mill and overlay needs for Depot Street may become a higher priority. Forest Avenue and Depot Street will be reviewed in the Spring to evaluate street conditions.
- Staff will be getting cores in the roadway on Depot Street from Hester Street to Forest Avenue, to evaluate the condition of the pavement and the subgrade conditions below the pavement. Coring has been completed on Depot Street. The recommendation for rehabilitation of the roadway is full pavement removal and replacement or full depth reclamation.
- Staff has reviewed the condition of Forest Avenue and Depot Street. Based on the current condition of the roadways, inflated pricing and contractor availability, reconstruction of the roadway is tentatively planned for 2023. Roadway patching will be done as necessary in problem areas. Staff is preparing preliminary costs for reconstruction options of the two roadways.

9. Memorial Park

- Staff will look at installing bike racks near the bleachers. Staff will coordinate this work internally and work will not be included in the project.
- Contract was awarded at the April 11th Council meeting to Heselton Construction, LLC.

- Preconstruction meeting was held on April 28th with Heselton Construction and work started on the project on May 2nd. Substantial completion date is May 31st.
- Project is substantially completed, including paving, concrete, topsoil and seeding.
- Pay Voucher 1 was approved by council at the June 27th Council Meeting.

10. Mill Town Trail Head

- The sculpture has been re-set.
- Staff is working to prepare the quote package to send out a request for quotes for the sculpture area landscaping.

11. 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 ammendment. First meeting with Northfield staff will be set up after PCA review period has ended.
 - 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 will be presented at a Council work session on July 11th.***
 - 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.

12. 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.
- The City received an inquiry regarding converting the Access Road west of TH 3 between CSAH 1 and Hester Street to a public street; a draft policy will be prepared for reviewing these types of requests.
- Staff is working on a concept to install a sidewalk from Railway Street to the future railroad crossing along Hester Street. Work will include relocating the retaining wall and stop sign at 236 Railway Street. Staff met on site to review the scope of work. Survey is complete. Staff is preparing a plan for the concrete sidewalk extension and

retaining wall relocation. Based on the results of the survey, the grades along Hester Street are too steep to install a sidewalk that would meet ADA standards and be safe for pedestrians and bicyclists entering the Hester Street and Railway Street intersection. Staff is preparing a plan to relocate the stop sign to be mounted on the retaining wall and installing a new concrete driveway opening for the driveway behind 216 Railway Street.

- Staff has reached out to Union Pacific Railroad to start conversations about making the sidewalk crossing over the tracks.
- 2022 Seal Coat Project will include the following streets: 1st Street from Memorial Park to Everett Street. Everett Street from 1st Street to 3rd Street and Highland Parkway from Bluff Street to Bridgewater Parkway. ***Seal Coat work has been completed by Pearson Bros Inc. Final Sweep of excess rock will be done the 3rd week of July.***
- Staff will be replacing the No U-Turn Sign at Mills Town Road.
- Staff is working to coordinate the 2022 Sanitary sewer cleaning and televising project.

13. Regional Storm Water and Wetland

- This will be the next storm water pond cleaning project; the focus for work at the regional pond will be clearing trees/brush and removing sediment. A future study will be done to quantify treatment capacity and service area for the pond.
- Staff will be reviewing the scope of work in June.

14. Two Year Warranty Inspections

- Warranty inspections have been completed for the 2019 projects; Swenke will be contacted about one small settlement on Stafford Road North

15. AT&T East tower antenna modification

- 11/11/21 Staff has approved the submittals and is coordinating the work with AT&T.
- AT&T will provide the City with estimated dates of construction. A preconstruction meeting will be set up prior to any work being performed. Work to begin in February at the earliest. SEH run AT&T run project has been suspended.
- 3/22/22 Preconstruction meeting was held. Contractor will provide project schedule when it is known.

16. Dundas Dome Site

- A request for an extension of the completion date for parking lot work was approved by the City Council on 10/12/20. Extension is through October 2022.

17. Stoneridge Hills 2nd

- On 8/6/21 the City Planner forwarded a letter to the developer indicating their land use application was incomplete for review.
- 11/19/21 Staff and Developer executed a conditional grading permit. Developer has started minor site grading work.
- 3/10/2022 Staff and Developer are working on a conditional grading permit for grading in the City outlot for the stormwater pond in Stoneridge 1st Addition. Stormwater revisions for the City outlot stormwater pond have been reviewed and approved.
- 6-13-22 Preliminary Plat, Final Plat and Developer's Agreement were approved by Council.
- ***7-1-22 Staff has received a new submittal for construction plans and landscape plans. Staff is reviewing the submittal to ensure City comments have been addressed.***

18. Tower Heights

- Staff is preparing a plan to install fencing along 115th Street for the emergency vehicle connection on Highland Parkway and 115th Street. 2nd Quotes was obtained for the fence and gate to extend 50' in either direction from Highland Parkway along 115th Street.
- ***7-1-22 Caron Fence installed the gates across Highland Parkway at 115th Street with approximately 50-feet of fence in either direction. An opening in the fence was left on the bituminous trail for pedestrians to access 115th street and for snow removal. BWT was notified of the fence installation. Staff is looking into quantity necessary and price of jersey barriers to place along portions of 115th Street.***
- 8/12/21 a LOC reduction was authorized.
- 10/6/21 a LOC reduction was authorized.
- 11/30/21 a LOC reduction was authorized.

19. West Avenue Apartments

- 3/26/22 Preconstruction meeting was held with Developer. Developer will inform the City of project start date when it is known.
- 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.

20. Industrial Zone – 600 Railway Street South

- Staff prepared a concept plan of street and utility improvements and preliminary cost estimate. Information was presented at the EDA meeting on 11/22/21

21. Pavement Management Plan

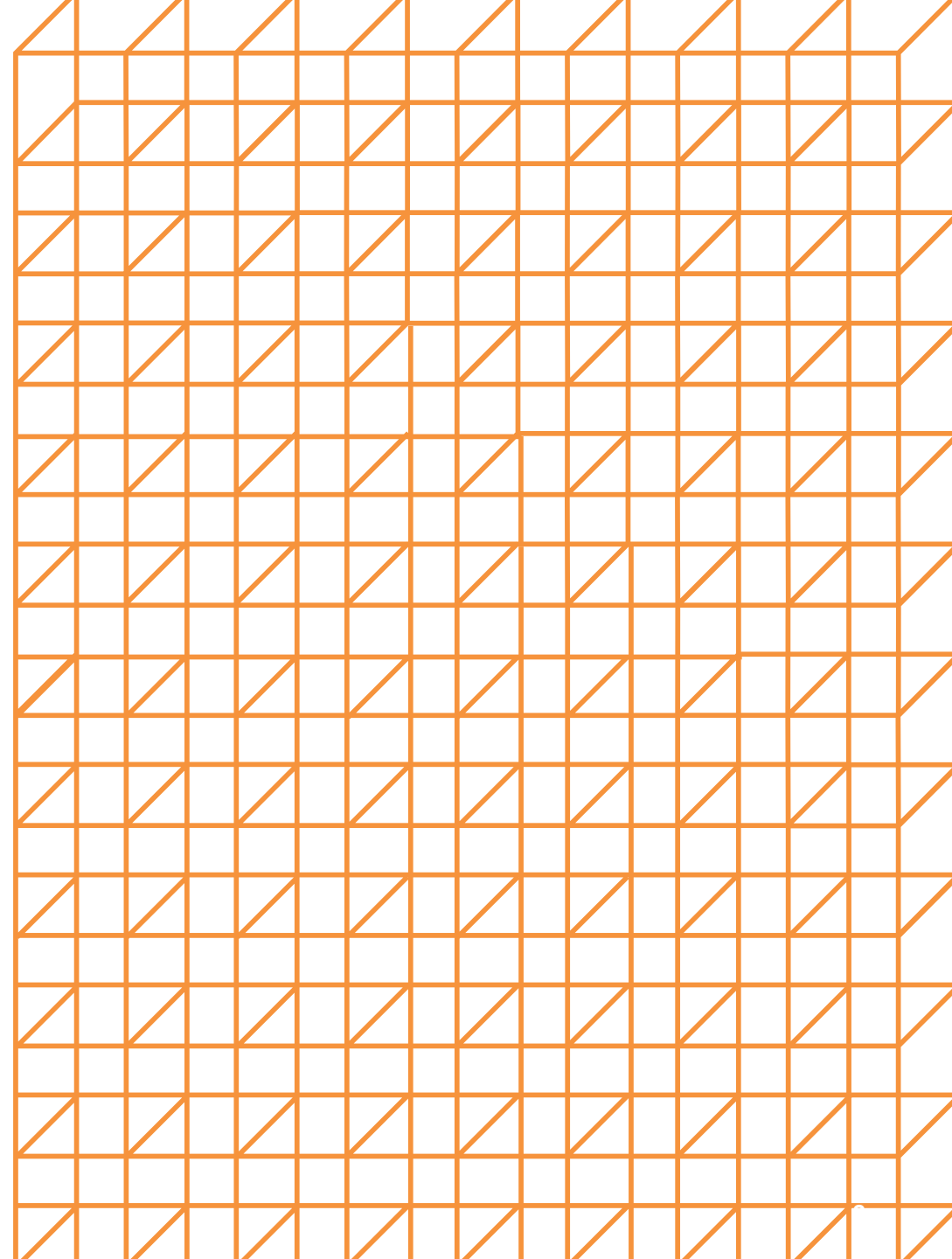
- Pavement Management Plan approved by Council at April 11th Council Meeting.
- ***7-5-22 WSB started data collection and inspections for City roadways***

City of Dundas Wastewater Treatment Facility

June 27, 2022

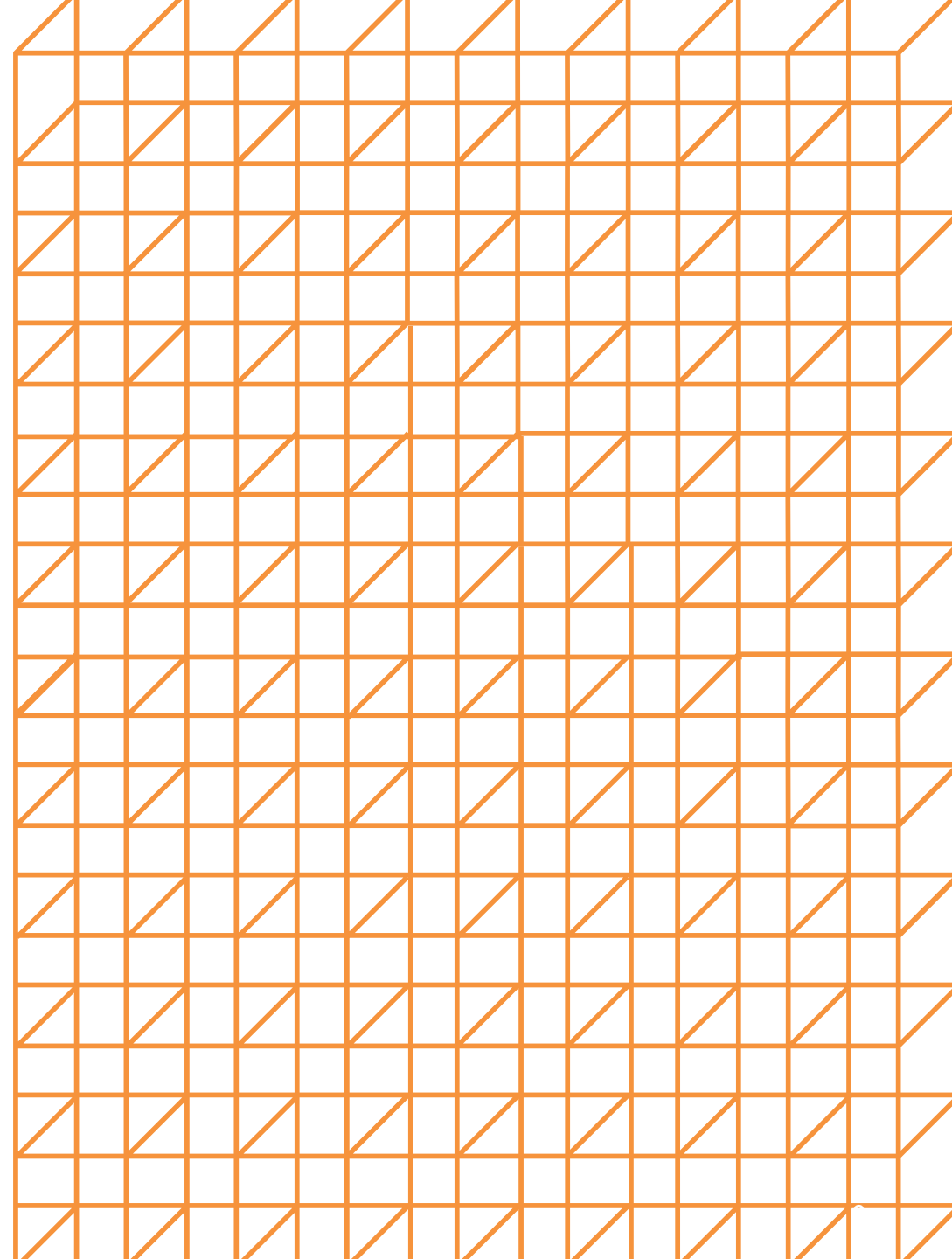
National Pollutant Discharge Elimination System (NPDES) Permit

1. A permit application would be required
2. Used by MPCA to regulate wastewater treatment plants
3. Permit sets limits and monitoring requirements to facilities
4. Permit requirements vary based on the type of facility and discharging watershed
5. Must be renewed every 5 years



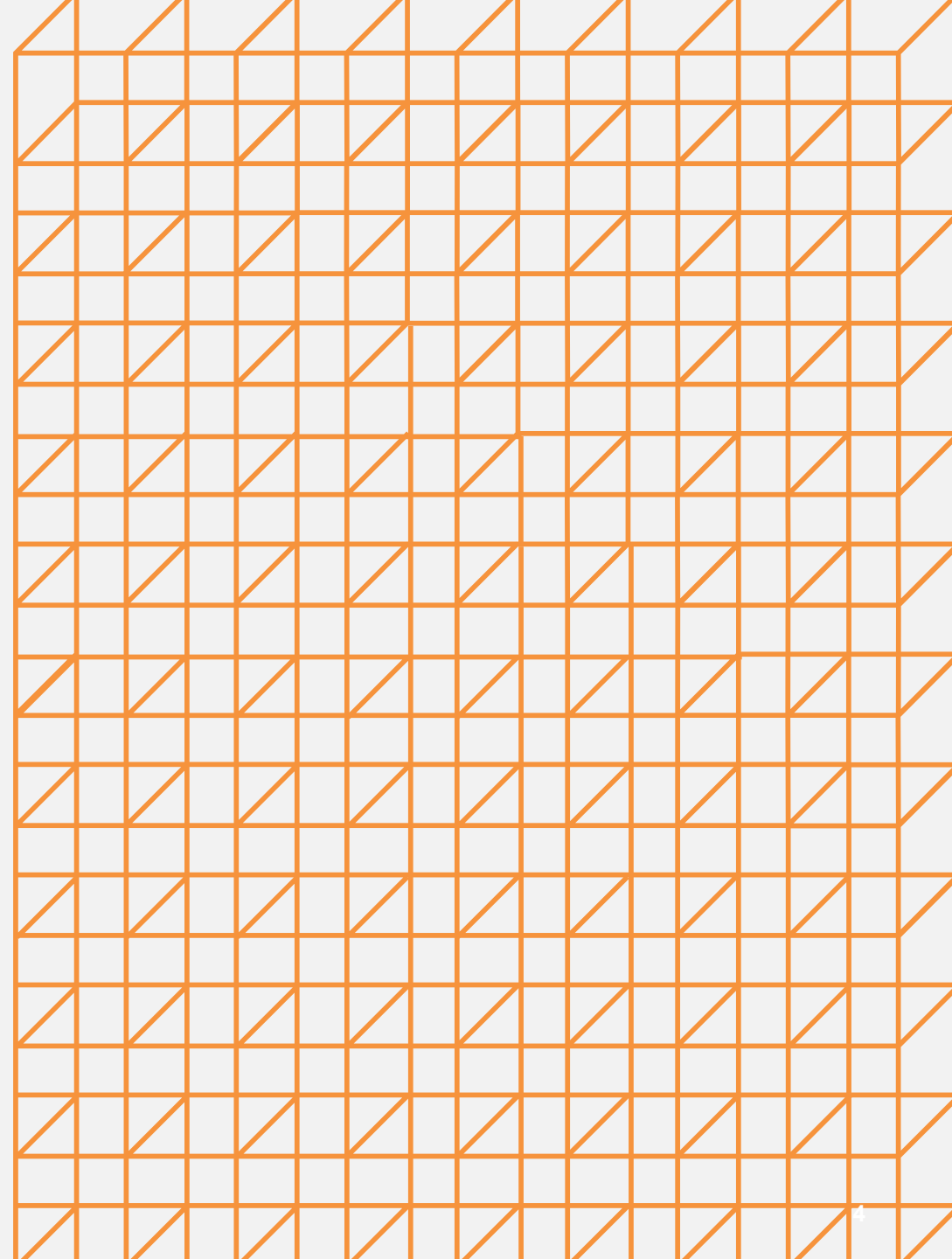
NPDES Permit Application

1. Antidegradation Assessment
 - a. Study to compare the quality of the receiving waters before and after constructing the facility
 - b. MPCA may not approve the construction of a new treatment facility if it finds alternatives that would avoid further degradation of the receiving waters
2. Environmental Assessment Worksheet
 - a. Establishes basic facts of the proposed project
 - b. Informs the public of the project
 - c. Identifies ways to protect the environment
 - d. Source of information to guide approvals and permitting decisions
3. Facility Plan Review
 - a. Development of a high-level facility design outlining proposed design standards, treatment layout alternatives, and preliminary cost estimates



Preliminary Effluent Review

1. Used by MPCA to set preliminary effluent water quality requirements based on the conditions of the receiving body of water
2. Not a requirement of the NPDES Permit
3. Recommended to be done prior to applying for the NPDES permit.
4. Based on the results of this review, the City can decide if it is feasible to continue the NPDES application process.



Permitting Challenges

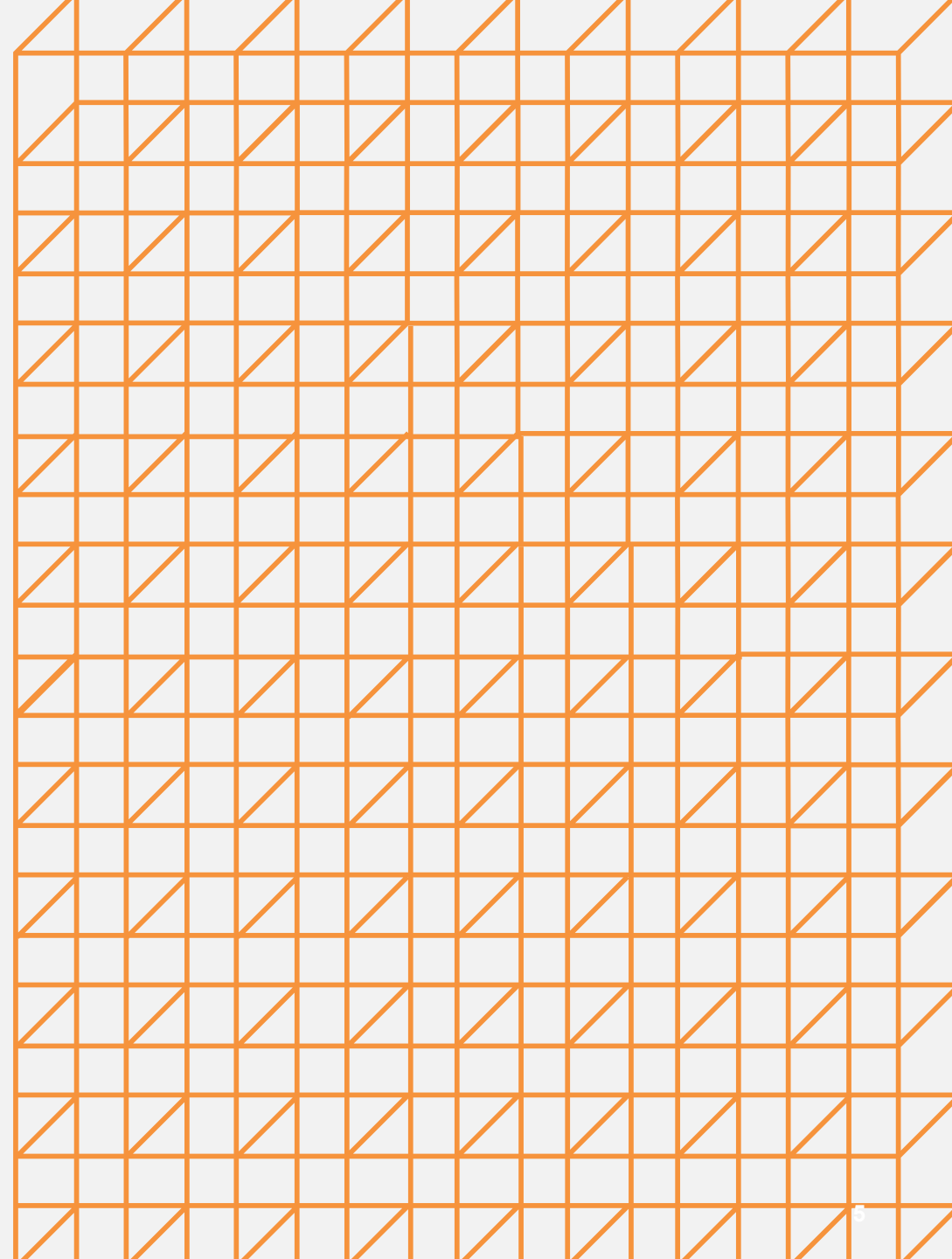
1. The Lake Byllesby Reservoir (receiving waters of the watershed) does not include any capacity for Dundas to contribute phosphorous from its own wastewater facility.

A. Move forward constructing the facility: Design a facility to remove 100% of phosphorous would significantly increase capital costs.

B. Enter into negotiations: The City could negotiate with existing wastewater facilities in the Cannon Watershed to acquire a portion of their excess phosphorous allocation. It's likely that most entities will be unwilling to give up a portion of their phosphorous allocation.

C. Water Quality Trading (MPCA Recommended): The City can do projects that reduce pollutants entering the watershed, such as a bank stabilization, to increase its phosphorous allocation. The City would be responsible for the bank stabilization long-term.

2. Facility Operators: The City would need to employ or outsource a certified wastewater operator





THANK YOU