



**DUNDAS CITY COUNCIL
REGULAR MEETING AGENDA
Monday, January 13, 2025
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 December 9, 2024
 - b. Resolution 2025-01 A Resolution Designating Depositories and Establishing Procedures for Depositing and Investing Funds
 - c. Name Official Newspaper - Northfield News
 - d. 2025 Salary Adjustments
 - e. Disbursements – December 4-18, 2024 - \$113,419.70
 - f. Disbursements - December 19 – January 8, 2025 \$196,331.42
- 6. Regular Agenda**
 - a. Appoint Acting Mayor
 - b. Appoint Officers and Members of Boards, Commissions, Committees
 - c. Appoint Council Members to City Council Committees
 - d. Consider Approving Chapel Brewing Request to Remain Open Until 11 PM on June 21, 2025
- 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, January 27 and February 10, 2025 at 7 PM City Hall
 - b. Park & Recreation Advisory Board Meeting – Tuesday, January 14, 2025 at 6 PM City Hall
- 9. Adjourn**



**DUNDAS CITY COUNCIL
REGULAR MEETING MINUTES
Monday, December 9, 2024
7:00 p.m. City Hall**

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

CALL TO ORDER

Mayor Switzer called the meeting to order at 7:00 PM.

APPROVAL OF AGENDA

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

CONSENT AGENDA

- a. Regular Minutes of November 25, 2024
- b. Consider Approving Resolution 2024-38 Authorizing Staff to Pay Invoices Received Between December 4, and December 18, 2024
- c. Pay Voucher 4 – Forest Ave/Depot Street Reconstruction Project
- d. Disbursements - \$256,613.94

Motion by Gallagher, second by LaCroix, to approve the consent agenda. MCU

REGULAR AGENDA

- a. Public Hearing
Consider Adopting Resolution 2024-39 Approving 2025 Proposed General Fund Budget and 2025 Final Property Tax Levy
 - i. Staff Presentation
 - ii. Public Comment

Mayor Switzer opened the public hearing at 7:01 PM and indicated that the discussion tonight would be brief since the City Council has been working on this budget for the last several months and had held four work sessions. The preliminary levy was adopted in September as required and there were no changes to the proposed budget and levy since September. Finance Director Jessi Sturtz presented the proposed 2025 General Fund Budget and 2025 Final Property Tax Levy. Ms. Sturtz walked through a power point presentation that took the charts and graphs from her memorandum that was included in the agenda packet. The proposed levy is a 5.3% increase, which keeps the tax rate level with 2024. If the assessed values were to remain flat in 2025, taxpayers would see a slight reduction in the City's portion of their tax bills.

Scott Code, 215 Hagerty St asked why the Economic Development Authority was made up of City Council members and then made several remarks about his property taxes increasing over the years.

Doug Lange, 1118 Bluff Street spoke and inquired about the increase in his property values, he commented that there was no increase in public benefit with this budget.

Mayor Switzer closed the public hearing at 7:23 PM

The Mayor and City Council members reiterated that this budget has been discussed several times at public meetings since May of 2024. They encouraged both the people attending the meeting and others to engage in the process earlier in the year and to reach out to staff with specific questions on projects and line items in the budget.

Motion by Gallagher, second by Swartwood, to approve Resolution 2024-39 Approving 2025 Proposed General Fund Budget and 2025 Final Property Tax Levy. MCU

- b. Consider Approving Ordinance 2024-06 Amending Chapter §34.01 of the Dundas City Code Adopting Fees and Charges

The City Administrator reported that while the list of fees and charges outlined in the Ordinance is lengthy, the only fees that are increasing in 2025 are water, sewer, storm sewer and refuse. These were previously discussed with the City Council when they reviewed the Proposed 2025 Enterprise Fund Budgets and are included in the 2025 budget.

Motion by Modory, second by Swartwood, to approve Ordinance 2024-06 Amending Chapter §34.01 of the Dundas City Code Adopting Fees and Charges. MCU

- c. Consider Approving Resolution 2024-40 Approving the Summary Publication for Ordinance 2024-06 Amending Section §34.01 Fee Schedule of the Dundas City Code

Motion by Modory, second by Swartwood, to approve Resolution 2024-40 Approving the Summary Publication for Ordinance 2024-06 Amending Section §34.01 Fee Schedule of the Dundas City Code. MCU

- d. Consider Approving Quote and Award Contract for 2025 Pond Maintenance Project

Motion by LaCroix, second by Gallagher, to approve the quote and award the contract to BKJ Land Company DBA as BKJ Excavating in the amount of \$123,392.50. MCU

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

City Engineer Tipp reported that staff attended a meeting hosted by Rice County and their consultant, SRF Consulting who conducted the Decker Ave Corridor Study on the County's behalf. The proposed alignment of Decker Ave through Dundas aligns with the approved Transportation Comprehensive Plan. Next steps include the drafting of an agreement with the City so that when the property develops, the alignment is reserved.

ADJOURN

Motion by Swartwood, second by LaCroix, to adjourn the meeting at 8:06 PM. MCU

Minutes prepared by Jenelle Teppen, City Administrator/City Clerk

CITY OF DUNDAS
COUNTY OF RICE
STATE OF MINNESOTA

RESOLUTION NUMBER 2025-01

*A Resolution Designating Depositories and Establishing Procedures
for Depositing and Investing Funds*

WHEREAS, Minnesota Statutes §118A.02 requires the governing body of each government entity to designate one or more financial institutions as depositories of funds; and

WHEREAS, Minnesota Statutes §118A.01 Sub. 3 defines financial institution as "...savings association, commercial bank, trust company, credit union..."; and

WHEREAS, the financial institutions to be designated meet the requirements of the State of Minnesota and the City of Dundas;

NOW, THEREFORE BE IT RESOLVED, that Frandsen Bank and Trust of Dundas, Minnesota is hereby designated as a depository for the funds of the City of Dundas; the City Administrator/Clerk is authorized to deposit City funds therein in accordance with Minnesota Statutes §118A.01 to 118A.06; and

BE IT FURTHER RESOLVED, that, in accordance with Minnesota Statutes §118A, Sub.1, Sec. b, the City Administrator/Clerk be authorized to designate additional depositories; and

BE IT FURTHER RESOLVED, for deposits beyond insurance the depositories will furnish collateral in the manner and to the extent permitted by law. All such collateral must be approved by the Dundas City Council and accompanied by a written assignment providing that, upon default, the financial institution shall release to the Dundas City Council on demand, free of exchange or any other charges, the collateral pledged; and

BE IT FURTHER RESOLVED, that all collateral must be placed in safekeeping in a restricted account at either a Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution that has furnished the collateral. The selection must be approved by the Dundas City Council. In case of default upon the part of the depository, the Dundas City Council shall have full power and authority to sell such collateral or, as much as may be necessary, to realize the full amount due the City over such federal guarantee.

ADOPTED, by the Dundas City Council of Dundas, Minnesota, on this 13th day of January 2025.

CITY OF DUNDAS BY:

ATTEST:

Glenn Switzer, Mayor

Jenelle Teppen, City Administrator/Clerk



REQUEST FOR COUNCIL ACTION

TO: City Council Members
FROM: Jenelle Teppen, City Administrator
SUBJECT: Consider Approving 2025 Salary Adjustments
DATE: For the City Council Meeting of January 13, 2025

PURPOSE/ACTION REQUESTED

Consider approving salary adjustments for 2025.

SUMMARY

The Compensation Plan that the City Council approved in 2022 contemplated two items with respect to annual salary adjustments for city staff;

- 1) All positions were placed in a pay structure with grades and steps to allow movements from one step to the next based upon length of service; and
- 2) An annual COLA adjustment, the wages of the pay plan are adjusted upwards each year using a cost-of-living factor or percentage.

Employees who are at the top of the respective range receive only the COLA.

Attached is the 2025 Compensation Plan based on the 3% COLA adjustment approved as part of the 2025 budget process.

RECOMMENDATION

Motion to approve 2025 salary adjustments for non-union City staff.

2025 Compensation Plan

Evaluation Points			Range Steps									
Grade	Point Minimum	Point Maximum	1	2	3	4	5	6	7	8	9	10
1	0	150	\$18.57	\$19.28	\$20.01	\$20.71	\$21.43	\$22.19	\$22.95	\$23.63	\$24.34	\$25.07
2	151	171	\$19.51	\$20.25	\$21.01	\$21.74	\$22.51	\$23.30	\$23.06	\$24.81	\$25.55	\$26.07
3	172	182	\$20.48	\$21.25	\$22.06	\$22.84	\$23.63	\$24.46	\$25.29	\$26.05	\$26.83	\$27.63
4	183	203	\$22.94	\$23.81	\$24.71	\$25.59	\$26.47	\$27.40	\$28.34	\$29.18	\$30.06	\$30.96
5	204	234	\$24.32	\$25.24	\$26.19	\$27.11	\$28.07	\$29.04	\$30.02	\$30.94	\$31.86	\$32.82
6	235	275	\$25.77	\$26.75	\$27.77	\$28.74	\$29.75	\$30.79	\$31.84	\$32.78	\$33.77	\$34.78
7	276	304	\$27.32	\$28.36	\$29.44	\$30.47	\$31.53	\$32.63	\$33.74	\$34.75	\$35.80	\$36.87
8	305	347	\$29.24	\$30.34	\$31.51	\$32.61	\$33.75	\$34.93	\$36.12	\$37.20	\$38.32	\$39.46
9	348	418	\$31.58	\$32.77	\$34.02	\$35.21	\$36.45	\$37.73	\$39.01	\$40.18	\$41.39	\$42.62
10	419	469	\$33.77	\$35.06	\$36.39	\$37.67	\$38.99	\$40.35	\$41.73	\$42.96	\$44.26	\$45.59
11	470	520	\$36.47	\$37.86	\$39.30	\$40.67	\$42.10	\$43.58	\$45.05	\$46.39	\$47.79	\$49.23
12	521	590	\$39.40	\$40.89	\$42.44	\$43.93	\$45.47	\$47.06	\$48.67	\$50.12	\$51.62	\$53.18
13	591	641	\$42.55	\$44.17	\$45.84	\$47.44	\$49.10	\$50.83	\$52.55	\$54.13	\$55.75	\$57.42
14	642	692	\$45.96	\$47.70	\$49.51	\$51.24	\$53.03	\$54.89	\$56.75	\$58.45	\$60.21	\$62.03
15	693	743	\$49.63	\$51.51	\$53.47	\$55.34	\$57.28	\$59.28	\$61.30	\$63.14	\$65.03	\$66.98

CITY OF DUNDAS DISBURSEMENT REPORT

December 4 - 18

Council Meeting January 13, 2025

DATE	PAYABLE	AMOUNT
12/12/2024	IRS	\$6,744.10
12/15/2024	IRS	\$864.39
12/12/2024	PERA	\$4,177.21
12/15/2024	PERA	\$1,863.17
12/12/2024	MN Dept of Revenue	\$1,291.05
12/15/2024	MN Dept of Revenue	\$321.92
12/12/2024	State of MN Empower Retirement	\$1,157.92
12/12/2024	Payroll PP# 25 Employees	\$19,641.26
12/15/2024	Payroll PP# 25.01 Police Holiday Pay	\$4,848.10
12/12/2024	Payroll PP# 12 Council	\$1,967.55
	Subtotal Paid Payroll Liabilities	<u>\$42,876.67</u>
12/16/2024	MN Dept of Revenue (Sales Tax)	\$1,701.00
12/18/2024	2024 Invoices - Payment December 18, 2024	\$68,842.03
	Subtotal Paid Claims and Service Liabilities	<u>\$70,543.03</u>
TOTAL	Disbursement for December 18, 2024	<u><u>\$113,419.70</u></u>

City of Dundas

Payments

01/08/25 12:39 PM

Page 1

Current Period: December 2024

Payment Batch 121824AP		\$68,842.03	
Refer	0 <u>AFLAC</u>	Ck# 031539	12/19/2024
Cash Payment	G 101-21710 Other Deductions	Employee Reimbursed HB065	\$257.16
Invoice	434985	12/16/2024	
Transaction Date	12/16/2024	Frandsen Bank	10100
			Total
			\$257.16
Refer	0 <u>ALDRICH TECHNOLOGY CONSULT</u>	Ck# 031540	12/19/2024
Cash Payment	E 101-42100-310 Professional Services	Set up new employee	\$37.50
Invoice	10956	12/9/2024	
Transaction Date	12/9/2024	Frandsen Bank	10100
			Total
			\$37.50
Refer	0 <u>AMAZON CAPITAL SERVICES</u>	Ck# 031541	12/19/2024
Cash Payment	E 101-41000-200 Supplies	Voice recorders	\$187.96
Invoice	1J6CLK1GCYTY	12/9/2024	
Transaction Date	12/9/2024	Frandsen Bank	10100
			Total
			\$187.96
Refer	0 <u>APG MEDIA OF SOUTHERN MN</u>	Ck# 031542	12/19/2024
Cash Payment	E 101-41000-351 Legal Notices Publishing	Posting - Resolution 2024-37	\$142.65
Invoice	1027306	12/7/2024	
Cash Payment	E 101-41000-351 Legal Notices Publishing	Posting - Resolution 2024-36	\$190.20
Invoice	1027305	12/7/2024	
Cash Payment	E 101-41000-351 Legal Notices Publishing	Posting - Resolution 2024-34	\$190.20
Invoice	1027303	12/7/2024	
Cash Payment	E 101-41000-351 Legal Notices Publishing	Posting - Resolution 2024-35	\$158.50
Invoice	1027304	12/7/2024	
Transaction Date	12/7/2024	Frandsen Bank	10100
			Total
			\$681.55
Refer	0 <u>ARNOLDS SUPPLY & KLEENIT CO.</u>	Ck# 031543	12/19/2024
Cash Payment	E 101-45200-200 Supplies	Supplies	\$152.00
Invoice	INV398002	12/12/2024	
Transaction Date	12/12/2024	Frandsen Bank	10100
			Total
			\$152.00
Refer	0 <u>BITUMINOUS MATERIALS LLC</u>	Ck# 031544	12/19/2024
Cash Payment	E 415-43100-411 Road Maintenance	Asphalt paving	\$4,995.26
Invoice	15744	10/31/2024	
Transaction Date	10/31/2024	Frandsen Bank	10100
			Total
			\$4,995.26
Refer	0 <u>BY ALL MEANS GRAPHICS</u>	Ck# 031545	12/19/2024
Cash Payment	E 426-45200-500 Capital Outlay	New Dog Park Signs	\$481.00
Invoice	20407	12/13/2024	
Transaction Date	12/13/2024	Frandsen Bank	10100
			Total
			\$481.00
Refer	0 <u>CAMPBELL KNUTSON</u>	Ck# 031546	12/19/2024
Cash Payment	E 101-41000-304 Legal Fees	GENERAL MATTERS	\$2,666.00
Invoice	112024	11/4/2024	
Transaction Date	11/4/2024	Frandsen Bank	10100
			Total
			\$2,666.00
Refer	0 <u>CANNON RIVER TREE CARE, LLC</u>	Ck# 031547	12/19/2024
Cash Payment	E 101-43100-400 Repairs and Maintenan	Streets - Tree Trimming	\$3,150.00
Invoice	12680	11/5/2024	
Transaction Date	11/5/2024	Frandsen Bank	10100
			Total
			\$3,150.00
Refer	0 <u>EPIC ENTERPRISES, INC</u>	Ck# 031548	12/19/2024

City of Dundas

Payments

01/08/25 12:39 PM

Page 2

Current Period: December 2024

Cash Payment	E 101-42100-440	Cleaning Service	PD		\$30.43
Invoice	16414	11/30/2024			
Cash Payment	E 101-43100-440	Cleaning Service	PW		\$30.43
Invoice	16414	11/30/2024			
Transaction Date	11/30/2024	Frandsen Bank	10100	Total	\$60.86
Refer	0	<u>GREG MALECHA</u>	<u>Ck# 031549</u>	<u>12/19/2024</u>	
Cash Payment	E 101-43100-200	Supplies	Reimbursement - Angle grinder		\$106.39
Invoice	Dec-24	11/29/2024			
Cash Payment	E 101-45200-400	Repairs and Maintenanc	Equipment rental - Grass/Tree trimming		\$1,615.00
Invoice	122024	12/17/2024			
Cash Payment	E 101-45200-400	Repairs and Maintenanc	Equipment rental - Fence post removal		\$525.00
Invoice	122024	12/17/2024			
Transaction Date	11/29/2024	Frandsen Bank	10100	Total	\$2,246.39
Refer	0	<u>HAWKINS INC.</u>	<u>Ck# 031550</u>	<u>12/19/2024</u>	
Cash Payment	E 601-49400-200	Supplies	Chemicals		\$20.00
Invoice	6937900	12/15/2024			
Cash Payment	E 601-49400-200	Supplies	Chemicals		\$6,287.74
Invoice	6941446	12/17/2024			
Transaction Date	12/15/2024	Frandsen Bank	10100	Total	\$6,307.74
Refer	0	<u>HYDRO-VAC INC</u>	<u>Ck# 031551</u>	<u>12/19/2024</u>	
Cash Payment	E 602-49450-400	Repairs and Maintenanc	Lift Stations - Hydro/Vacuum Excavation		\$1,825.00
Invoice	21454	10/22/2024			
Transaction Date	10/22/2024	Frandsen Bank	10100	Total	\$1,825.00
Refer	0	<u>JONNY WEAVER STORYTELLING</u>	<u>Ck# 031552</u>	<u>12/19/2024</u>	
Cash Payment	E 235-46500-310	Professional Services	Documenting Dundas		\$1,000.00
Invoice	241201	12/1/2024			
Cash Payment	E 101-41000-310	Professional Services	Documenting Dundas		\$1,000.00
Invoice	241201	12/1/2024			
Transaction Date	12/1/2024	Frandsen Bank	10100	Total	\$2,000.00
Refer	0	<u>LANGUAGE LINE SERVICES INC</u>	<u>Ck# 031553</u>	<u>12/19/2024</u>	
Cash Payment	E 101-42100-310	Professional Services	OVER-THE-PHONE INTERPRETATION		\$20.25
Invoice	11461311	11/30/2024			
Transaction Date	11/30/2024	Frandsen Bank	10100	Total	\$20.25
Refer	0	<u>LAW ENFORCEMENT LABOR SVC</u>	<u>Ck# 031554</u>	<u>12/19/2024</u>	
Cash Payment	G 101-21707	LLELSI Union Dues	Union Dues - Nov 24		\$141.00
Invoice	112024	12/16/2024			
Transaction Date	12/16/2024	Frandsen Bank	10100	Total	\$141.00
Refer	0	<u>MENARDS, INC</u>	<u>Ck# 031555</u>	<u>12/19/2024</u>	
Cash Payment	E 410-43100-500	Capital Outlay	GMC Sierra Accessories		\$103.46
Invoice	77317	12/9/2024			
Cash Payment	E 601-49400-200	Supplies	Supplies		\$28.26
Invoice	77448	12/12/2024			
Cash Payment	E 101-43100-200	Supplies	Hose, cords		\$64.96
Invoice	77449	12/12/2024			
Transaction Date	12/9/2024	Frandsen Bank	10100	Total	\$196.68
Refer	0	<u>MIDWEST MACHINERY CO</u>	<u>Ck# 031556</u>	<u>12/19/2024</u>	

City of Dundas
Payments

Current Period: December 2024

Cash Payment	E 101-43100-200 Supplies	Coolant			\$18.24
Invoice 10314306	12/6/2024				
Transaction Date	12/6/2024	Frandsen Bank	10100	Total	\$18.24
Refer	0 MINNESOTA VALLEY TESTING LA	Ck# 031558	12/19/2024		
Cash Payment	E 601-49400-310 Professional Services	Water Testing			\$57.50
Invoice 1284728	12/5/2024				
Transaction Date	12/5/2024	Frandsen Bank	10100	Total	\$57.50
Refer	0 MN DEPARTMENT OF HEALTH	Ck# 031559	12/19/2024		
Cash Payment	G 601-20810 MN Connection Fee	Service Connection Fee			\$1,844.37
Invoice 2024Q4	10/1/2024				
Transaction Date	10/1/2024	Frandsen Bank	10100	Total	\$1,844.37
Refer	0 MN PEIP	Ck# 031560	12/19/2024		
Cash Payment	G 101-21706 Hospitalization/Medical Ins	Medical			\$755.46
Invoice 1464016	12/11/2024				
Cash Payment	G 101-21711 Dental Insurance	Dental			\$74.70
Invoice 1464016	12/11/2024				
Cash Payment	G 101-21712 Life Insurance	Life			\$12.33
Invoice 1464016	12/11/2024				
Transaction Date	12/11/2024	Frandsen Bank	10100	Total	\$842.49
Refer	0 MUNICIPAL INSPECTIONS INC.	Ck# 031561	12/19/2024		
Cash Payment	E 101-42400-311 Bldg Permit Expense	Contracted percentage of fees			\$21.94
Invoice 112024	11/3/2024				
Cash Payment	E 101-42400-312 Plan Review Expense	Contracted percentage of fees			\$123.58
Invoice 112024	11/3/2024				
Transaction Date	11/3/2024	Frandsen Bank	10100	Total	\$145.52
Refer	0 NCPERS GROUP LIFE INS	Ck# 031562	12/19/2024		
Cash Payment	G 101-21712 Life Insurance	Life			\$32.00
Invoice 433600012025	12/1/2024				
Transaction Date	12/1/2024	Frandsen Bank	10100	Total	\$32.00
Refer	0 R.J. SAYERS DISTRIBUTING, LLC	Ck# 031563	12/19/2024		
Cash Payment	E 601-49400-200 Supplies	Sayers Solution			\$96.00
Invoice 28070	12/5/2024				
Transaction Date	12/5/2024	Frandsen Bank	10100	Total	\$96.00
Refer	0 RICE COUNTY ADMINISTRATION	Ck# 031564	12/19/2024		
Cash Payment	E 101-41000-310 Professional Services	2025 TNT Statements (833 parcels)			\$299.27
Invoice 2024145	12/12/2024				
Transaction Date	12/12/2024	Frandsen Bank	10100	Total	\$299.27
Refer	0 US POSTAL SERVICE	Ck# 031565	12/19/2024		
Cash Payment	E 101-42100-413 Rental	PO Box Rental - PD			\$100.00
Invoice 122024	1/6/2024				
Transaction Date	1/6/2024	Frandsen Bank	10100	Total	\$100.00
Refer	0 VESSCO, INC.	Ck# 031566	12/19/2024		
Cash Payment	E 601-49400-400 Repairs and Maintenanc	Vacuum regulator - parts & labor			\$589.32
Invoice 96076	12/9/2024				
Transaction Date	12/9/2024	Frandsen Bank	10100	Total	\$589.32

City of Dundas Payments

01/08/25 12:39 PM

Page 4

Current Period: December 2024

Refer	0	<u>WSB & ASSOC INC</u>	<u>Ck# 031567 12/19/2024</u>			
Cash Payment	E 101-41000-303	Engineering Fees	General Engineering			\$4,187.25
Invoice	102024	11/21/2024				
Cash Payment	E 101-41000-303	Engineering Fees	Retainer			\$800.00
Invoice	102024	11/21/2024				
Cash Payment	E 602-49450-303	Engineering Fees	Wastewater System			\$750.00
Invoice	102024	11/21/2024				
Cash Payment	E 601-49400-303	Engineering Fees	Water Supply			\$187.50
Invoice	102024	11/21/2024				
Cash Payment	E 101-41000-303	Engineering Fees	GIS			\$327.00
Invoice	102024	11/21/2024				
Cash Payment	E 101-41000-303	Engineering Fees	Survey			\$170.00
Invoice	102024	11/21/2024				
Cash Payment	E 101-45200-303	Engineering Fees	Parks			\$43.00
Invoice	102024	11/21/2024				
Cash Payment	E 225-43150-500	Capital Outlay	2025 Pond Maintenance			\$2,158.00
Invoice	102024	11/21/2024				
Cash Payment	E 101-41910-303	Engineering Fees	Public Planning Proj - N Sparks			\$3,667.50
Invoice	102024	11/21/2024				
Cash Payment	E 426-45200-303	Engineering Fees	TH 3 CR 1 Pedestrian Crossing	Project CR1TH3		\$4,054.50
Invoice	102024	11/21/2024				
Cash Payment	E 415-43100-500	Capital Outlay	Forest Ave & Depot St	Project 24FADS		\$295.00
Invoice	102024	11/21/2024				
Cash Payment	E 235-46500-310	Professional Services	315 Railway - ARM Survey	Project 24315R		\$1,802.00
Invoice	102024	11/21/2024				
Cash Payment	E 235-46500-310	Professional Services	315 Railway - Phase II ESA	Project 24phII		\$12,515.77
Invoice	102024	11/21/2024				
Cash Payment	E 235-46500-310	Professional Services	315 Railway - ARM Survey - N Sparks	Project 24315R		\$105.00
Invoice	102024	11/21/2024				
Transaction Date	11/21/2024		Frandsen Bank	10100	Total	\$31,062.52
Refer	0	<u>XCEL ENERGY</u>	<u>Ck# 031568 12/19/2024</u>			
Cash Payment	E 101-43124-381	Electricity	Other Recurring Charges			\$2,264.38
Invoice	906936032	12/16/2024				
Cash Payment	E 101-43124-381	Electricity	403 STAFFORD RD N UNIT SIGNAL			\$30.97
Invoice	906936032	12/16/2024				
Cash Payment	E 101-45200-381	Electricity	101 RAILWAY STS			\$23.26
Invoice	906936032	12/16/2024				
Cash Payment	E 101-45200-381	Electricity	214 1ST STS			\$916.83
Invoice	906936032	12/16/2024				
Cash Payment	E 601-49400-381	Electricity	108 HAGERTYST			\$137.51
Invoice	906936032	12/16/2024				
Cash Payment	E 602-49450-381	Electricity	1000 RAILWAY ST N UNIT LIFT/PMP			\$259.58
Invoice	906936032	12/16/2024				
Cash Payment	E 601-49400-381	Electricity	1000 CANNON RD			\$89.99
Invoice	906936032	12/16/2024				
Cash Payment	E 602-49450-381	Electricity	1000 CANNON RD			\$89.98
Invoice	906936032	12/16/2024				
Cash Payment	E 601-49400-381	Electricity	800 COUNTY ROAD 1 UNIT PUMP/PRB			\$84.51
Invoice	906936032	12/16/2024				

City of Dundas

Payments

01/08/25 12:39 PM

Page 5

Current Period: December 2024

Cash Payment	E 602-49450-381	Electricity	1618 PINNACLE ST UNIT LIFT/PMP	\$381.90
Invoice	906936032	12/16/2024		
Cash Payment	E 601-49400-381	Electricity	694 RAILWAY STS UNIT TOWER	\$80.11
Invoice	906936032	12/16/2024		
Cash Payment	E 601-49400-381	Electricity	1189 BRIDGEWATER PKWY	\$11.43
Invoice	906936032	12/16/2024		
Cash Payment	E 101-45200-381	Electricity	215 RAILWAY ST N	\$50.86
Invoice	906936032	12/16/2024		
Cash Payment	E 601-49400-381	Electricity	1185 BRIDGEWATER PKWY UNIT WELLHSE	\$2,764.97
Invoice	906936032	12/16/2024		
Cash Payment	E 101-45200-381	Electricity	1205 BRIDGEWATER PKWY	\$39.68
Invoice	906936032	12/16/2024		
Cash Payment	E 101-42100-381	Electricity	108 DEMANN CT	\$116.10
Invoice	906936032	12/16/2024		
Cash Payment	E 101-43100-381	Electricity	108 DEMANN CT	\$116.10
Invoice	906936032	12/16/2024		
Cash Payment	E 101-43124-381	Electricity	6156110TH ST E UNIT RAB LGHTS	\$105.16
Invoice	906936032	12/16/2024		
Cash Payment	E 101-41000-381	Electricity	100 RAILWAY ST N UNIT CITY HALL	\$364.90
Invoice	906936032	12/16/2024		
Cash Payment	E 101-41000-381	Electricity	100 RAILWAY ST N	\$338.28
Invoice	906936032	12/16/2024		
Transaction Date	12/16/2024		Frandsen Bank 10100	Total \$8,266.50
Refer	0 <i>MIDWEST WATER SPECIALTY, INC</i> Ck# 031557 12/19/2024			
Cash Payment	E 101-41000-200	Supplies	Water & water softener salt	\$40.95
Invoice				
Cash Payment	E 101-42100-200	Supplies	Water & water softener salt	\$20.50
Invoice				
Cash Payment	E 101-43100-200	Supplies	Water & water softener salt	\$20.50
Invoice				
Transaction Date	12/19/2024		Frandsen Bank 10100	Total \$81.95

Fund Summary

	10100 Frandsen Bank
101 GENERAL FUND	\$25,746.37
225 STORM SEWER	\$2,158.00
235 ECONOMIC DEVELOPMENT AUTHORITY	\$15,422.77
410 PUBLIC WORKS CAPITAL OUTLAY	\$103.46
415 STREET REPLACEMENT CIP	\$5,290.26
426 PARKS & REC. CAPITAL OUTLAY	\$4,535.50
601 WATER	\$12,279.21
602 SEWER	\$3,306.46
	\$68,842.03

Pre-Written Checks	\$68,842.03
Checks to be Generated by the Computer	\$0.00
Total	\$68,842.03

CITY OF DUNDAS DISBURSEMENT REPORT

December 19 - January 8, 2024

Council Meeting January 13, 2025

DATE	PAYABLE	AMOUNT
12/26/2024	IRS	\$6,167.91
12/26/2024	PERA	\$3,984.24
12/26/2024	MN Dept of Revenue	\$1,239.83
12/26/2024	State of MN Empower Retirement	\$650.00
12/26/2024	Payroll PP# 26 Employees	\$19,254.89
1/9/2025	IRS	\$6,582.85
1/9/2025	PERA	\$3,999.70
1/9/2025	MN Dept of Revenue	\$1,270.76
1/9/2025	State of MN Empower Retirement	\$1,157.92
1/9/2025	Payroll PP# 1 Employees	\$19,160.88
1/9/2025	Payroll PP# 1 Council	\$1,967.55
	Subtotal Paid Payroll Liabilities	<u>\$65,436.53</u>
12/23/2024	Tractor Supply	\$248.51
12/23/2024	Credit Card Payment	\$463.38
12/23/2024	Nextiva VOIP	\$224.73
12/31/2024	ACH per item	\$13.50
12/31/2024	RDC Monthly Fee	\$59.00
12/31/2024	Low ACH Volume Maintenance	\$5.00
1/3/2025	PSN Payment Service	\$401.50
1/13/2025	2024 Invoices - Payment January 13, 2025	\$47,706.38
1/13/2025	2025 Invoices - Payment January 13, 2025	\$81,772.89
	Subtotal Paid Claims and Service Liabilities	<u>\$130,894.89</u>
TOTAL	Disbursement for January 13, 2025	<u><u>\$196,331.42</u></u>

City of Dundas
Payments

12/23/24 11:51 AM
Page 1

Current Period: December 2024

Payment Batch 122324TractorSupply		\$248.51
Refer	0 TRACTOR SUPPLY CREDIT PLAN	Ck# 031569 12/23/2024
Cash Payment	E 101-43100-200 Supplies	Parts & Supplies
Invoice		\$248.51
Transaction Date	12/23/2024	Frandsen Bank 10100
		Total \$248.51

Fund Summary

	10100 Frandsen Bank
101 GENERAL FUND	\$248.51
	<u> </u>
	\$248.51

Pre-Written Checks	\$248.51
Checks to be Generated by the Computer	\$0.00
	<u> </u>
Total	\$248.51

City of Dundas Payments

01/08/25 2:08 PM

Page 1

Current Period: January 2025

Payment Batch 011325AP2025Inv		\$81,772.89	
Refer	0 <u>DUNDAS MESSENGER</u>	Ck# 031593	1/13/2025
Cash Payment	E 101-41000-433 Dues and Subscriptions	Newspaper subscription	\$29.00
Invoice	12025	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank	10100
			Total
			\$29.00
Refer	0 <u>LAW ENFORCEMENT LABOR SVC</u>	Ck# 031594	1/13/2025
Cash Payment	G 101-21707 LELSI Union Dues	Union Dues	\$146.00
Invoice	12025	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank	10100
			Total
			\$146.00
Refer	0 <u>LEAGUE OF MN CITIES</u>	Ck# 031595	1/13/2025
Cash Payment	E 101-41000-433 Dues and Subscriptions	Dues 2025	\$2,672.00
Invoice	419177	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank	10100
			Total
			\$2,672.00
Refer	0 <u>MCMA</u>	Ck# 031596	1/13/2025
Cash Payment	E 101-41000-433 Dues and Subscriptions	Annual Membership 2025	\$142.00
Invoice	12025	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank	10100
			Total
			\$142.00
Refer	0 <u>METRONET</u>	Ck# 031597	1/13/2025
Cash Payment	E 101-41000-321 Telephone & Communic	CH	\$122.61
Invoice	12025	1/1/2025	
Cash Payment	E 101-42100-321 Telephone & Communic	PD	\$61.92
Invoice	12025	1/1/2025	
Cash Payment	E 602-49450-321 Telephone & Communic	PW	\$135.62
Invoice	12025	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank	10100
			Total
			\$320.15
Refer	0 <u>MINNESOTA MAYORS ASSOCIATI</u>	Ck# 031598	1/13/2025
Cash Payment	E 101-41110-433 Dues and Subscriptions	Dues 2025	\$30.00
Invoice	12025	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank	10100
			Total
			\$30.00
Refer	0 <u>NAFRS</u>	Ck# 031599	1/13/2025
Cash Payment	E 101-42200-300 Professional Services	January 2025 - 1st operating installment	\$57,189.02
Invoice	12302024-D	12/30/2024	
Transaction Date	12/30/2024	Frandsen Bank	10100
			Total
			\$57,189.02
Refer	0 <u>UTILITY SERVICE CO., INC</u>	Ck# 031600	1/13/2025
Cash Payment	E 601-49400-400 Repairs and Maintenanc	300,000 East Tower	\$9,780.31
Invoice	618290		
Cash Payment	E 601-49400-400 Repairs and Maintenanc	500,000 West Tower	\$11,464.41
Invoice	618291		
Transaction Date	1/8/2025	Frandsen Bank	10100
			Total
			\$21,244.72

City of Dundas
Payments

Current Period: January 2025

Fund Summary

	10100 Frandsen Bank	
101 GENERAL FUND		\$60,392.55
601 WATER		\$21,244.72
602 SEWER		\$135.62
		<hr/>
		\$81,772.89

Pre-Written Checks	\$81,772.89
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$81,772.89

City of Dundas Payments

01/08/25 2:07 PM

Page 1

Current Period: January 2025

Payment Batch 011325AP2024Inv		\$47,706.38	
Refer	0 <u>ALBERS A & A PORTABLE SVCS</u>	Ck# 031570	1/13/2025
Cash Payment	E 101-45200-413 Rental	Portable Restroom Rental	\$250.00
Invoice	2830	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank	10100
			Total
			\$250.00
Refer	0 <u>AMAZON CAPITAL SERVICES</u>	Ck# 031571	1/13/2025
Cash Payment	E 101-43100-200 Supplies	Battery	\$35.93
Invoice	1RWF7WJLQMDV	12/21/2024	
Cash Payment	E 101-41000-200 Supplies	Humidifier filters	\$39.99
Invoice	1RWF7WJLQMDV	12/21/2024	
Cash Payment	E 101-42100-200 Supplies	Copier ink	\$123.45
Invoice	1HJWVPLXPKQ3	1/6/2025	
Cash Payment	E 101-41000-200 Supplies	Humidifier	\$249.99
Invoice	19647P9JFCD4	12/29/2024	
Transaction Date	12/21/2024	Frandsen Bank	10100
			Total
			\$449.36
Refer	0 <u>APG MEDIA OF SOUTHERN MN</u>	Ck# 031572	1/13/2025
Cash Payment	E 101-41000-351 Legal Notices Publishing	Resolution 2024-40	\$134.73
Invoice	1029070	12/21/2024	
Cash Payment	E 101-41000-351 Legal Notices Publishing	Budget Statement	\$332.85
Invoice	1029069	12/21/2024	
Transaction Date	12/21/2024	Frandsen Bank	10100
			Total
			\$467.58
Refer	0 <u>BADGER METER</u>	Ck# 031573	1/13/2025
Cash Payment	E 601-49400-210 Supplies/Water Meter, Et	CELLULAR SERV	\$1,047.62
Invoice	80180122	12/28/2024	
Transaction Date	12/28/2024	Frandsen Bank	10100
			Total
			\$1,047.62
Refer	0 <u>BITUMINOUS MATERIALS LLC</u>	Ck# 031574	1/13/2025
Cash Payment	E 415-43100-411 Road Maintenance	MISC. ASPHALT PAVING	\$4,886.00
Invoice	15745	10/31/2024	
Transaction Date	10/31/2024	Frandsen Bank	10100
			Total
			\$4,886.00
Refer	0 <u>CAMPBELL KNUTSON</u>	Ck# 031575	1/13/2025
Cash Payment	E 101-41000-304 Legal Fees	GENERAL MATTERS	\$759.50
Invoice	122024	12/31/2024	
Transaction Date	12/31/2024	Frandsen Bank	10100
			Total
			\$759.50
Refer	0 <u>CANNON RIVER TREE CARE, LLC</u>	Ck# 031576	1/13/2025
Cash Payment	E 101-43100-400 Repairs and Maintenanc	Tree trimming	\$2,550.00
Invoice	12730	12/28/2024	
Transaction Date	12/28/2024	Frandsen Bank	10100
			Total
			\$2,550.00
Refer	0 <u>CITY OF NORTHFIELD</u>	Ck# 031577	1/13/2025
Cash Payment	E 602-49450-385 Sewer Utilities	Sewer utilities	\$21,558.31
Invoice	112024	12/23/2024	
Transaction Date	12/23/2024	Frandsen Bank	10100
			Total
			\$21,558.31
Refer	0 <u>DICKS SANITATION INC</u>	Ck# 031578	1/13/2025
Cash Payment	E 603-49500-384 Refuse/Garbage Dispos	Garbage Services	\$9,458.27
Invoice	11381730T460	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank	10100
			Total
			\$9,458.27

City of Dundas

Payments

01/08/25 2:07 PM

Page 2

Current Period: January 2025

Refer	0	<u>GOPHER STATE ONE CALL</u>	<u>Ck# 031580 1/13/2025</u>		
Cash Payment	E 601-49400-310	Professional Services	Gopher one calls		\$14.18
Invoice	4120355	12/31/2024			
Cash Payment	E 602-49450-310	Professional Services	Gopher one calls		\$14.17
Invoice	4120355	12/31/2024			
Transaction Date	12/31/2024		Frandsen Bank	10100	Total \$28.35
Refer	0	<u>GUTH ELECTRIC, LLC</u>	<u>Ck# 031581 1/13/2025</u>		
Cash Payment	E 101-43100-400	Repairs and Maintenanc	Retrofitted light fixtures/wiring		\$489.23
Invoice	3962	12/31/2024			
Cash Payment	E 101-43124-400	Repairs and Maintenanc	Replaced photo eye street lights		\$100.90
Invoice	3942	12/23/2024			
Transaction Date	12/31/2024		Frandsen Bank	10100	Total \$590.13
Refer	0	<u>JJ LAWNSCAPE</u>	<u>Ck# 031582 1/13/2025</u>		
Cash Payment	E 101-45200-400	Repairs and Maintenanc	Winterizing parks waterlines		\$175.00
Invoice	29431	10/28/2024			
Transaction Date	10/28/2024		Frandsen Bank	10100	Total \$175.00
Refer	0	<u>JONNY WEAVER STORYTELLING</u>	<u>Ck# 031583 1/13/2025</u>		
Cash Payment	E 235-46500-310	Professional Services	Documenting Dundas		\$1,000.00
Invoice	241201	1/1/2025			
Cash Payment	E 101-41000-310	Professional Services	Documenting Dundas		\$1,000.00
Invoice	241201	1/1/2025			
Transaction Date	1/1/2025		Frandsen Bank	10100	Total \$2,000.00
Refer	0	<u>KWIK TRIP</u>	<u>Ck# 031584 1/13/2025</u>		
Cash Payment	E 101-43100-418	Vehicle Fuels	PW		\$148.81
Invoice	122024	1/2/2025			
Cash Payment	E 101-42100-418	Vehicle Fuels	PD		\$508.80
Invoice	202412	1/2/2025			
Transaction Date	1/2/2025		Frandsen Bank	10100	Total \$657.61
Refer	0	<u>MARCO, INC</u>	<u>Ck# 031585 1/13/2025</u>		
Cash Payment	E 101-41000-413	Rental	Copier		\$254.57
Invoice	38200483	12/21/2024			
Transaction Date	12/21/2024		Frandsen Bank	10100	Total \$254.57
Refer	0	<u>MCCARTHY WELL CO</u>	<u>Ck# 031586 1/13/2025</u>		
Cash Payment	E 602-49450-400	Repairs and Maintenanc	Pump inspections/service call		\$1,140.00
Invoice	30242	11/22/2024			
Transaction Date	11/22/2024		Frandsen Bank	10100	Total \$1,140.00
Refer	0	<u>MENARDS, INC</u>	<u>Ck# 031587 1/13/2025</u>		
Cash Payment	E 101-42100-200	Supplies	Supplies		\$54.72
Invoice	77693	12/18/2024			
Transaction Date	12/18/2024		Frandsen Bank	10100	Total \$54.72
Refer	0	<u>MN DEPT OF LABOR & INDUSTRY</u>	<u>Ck# 031588 1/13/2025</u>		
Cash Payment	G 101-20820 Bldg State Surcharge		Quarterly Permit Surcharge Fee		\$135.69
Invoice	2024Q4	1/3/2025			
Transaction Date	1/3/2025		Frandsen Bank	10100	Total \$135.69
Refer	0	<u>MUNICIPAL INSPECTIONS INC.</u>	<u>Ck# 031589 1/13/2025</u>		

City of Dundas Payments

Current Period: January 2025

Cash Payment	E 101-42400-311 Bldg Permit Expense	Contracted percentage of fees	\$26.13
Invoice	10132270	12/23/2024	
Cash Payment	E 101-42400-311 Bldg Permit Expense	Contracted percentage of fees	\$100.00
Invoice	10132270	12/23/2024	
Cash Payment	E 101-42400-312 Plan Review Expense	Contracted percentage of fees	\$22.50
Invoice	10132270	12/23/2024	
Transaction Date	12/23/2024	Frandsen Bank 10100	Total \$148.63
Refer	0 <u>SERVICEMASTER BY AYOTTE</u>		<u>Ck# 031590 1/13/2025</u>
Cash Payment	E 101-41000-440 Cleaning Service	Cleaning services	\$223.02
Invoice	911792	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank 10100	Total \$223.02
Refer	0 <u>T-MOBILE</u>		<u>Ck# 031591 1/13/2025</u>
Cash Payment	E 101-43100-321 Telephone & Communic	PW Director Cell	\$64.54
Invoice	132024	1/1/2025	
Transaction Date	1/1/2025	Frandsen Bank 10100	Total \$64.54
Refer	0 <u>VERIZON</u>		<u>Ck# 031592 1/13/2025</u>
Cash Payment	E 101-42100-321 Telephone & Communic	PD Cell	\$129.40
Invoice	6100943886	12/11/2024	
Transaction Date	12/11/2024	Frandsen Bank 10100	Total \$129.40
Refer	0 <u>ECKBERG LAMMERS</u>		<u>Ck# 031579 1/13/2025</u>
Cash Payment	E 101-42100-304 Legal Fees	Dundas Prosecution - Dec 2024	\$678.08
Invoice	122024		
Transaction Date	1/8/2025	Frandsen Bank 10100	Total \$678.08

Fund Summary

	10100 Frandsen Bank
101 GENERAL FUND	\$8,587.83
235 ECONOMIC DEVELOPMENT AUTHORITY	\$1,000.00
415 STREET REPLACEMENT CIP	\$4,886.00
601 WATER	\$1,061.80
602 SEWER	\$22,712.48
603 REFUSE	\$9,458.27
	\$47,706.38

Pre-Written Checks	\$47,706.38
Checks to be Generated by the Computer	\$0.00
Total	\$47,706.38

January 8, 2025

City of Dundas
Railway Drive
Dundas, Minnesota 55019

Dear Staff and Council,

Chapel Brewing is hosting a 5k and 10k fun run on Saturday, June 21st as part of the Minnesota Brewery Running Series (MBRS). We've hosted this event with much success annually since we opened, making this the eighth time. This family-friendly run brings over 100 people to Dundas that day, mostly from the Twin Cities area. Many of them like what they experience and return to Dundas, patronizing Chapel and other local businesses.

Typically, these runs are during the day starting at 11am, but for something new & unique, the MBRS wants to do a run in the evening coinciding with sunset. And they think of all the breweries they work with, Chapel/Dundas is the perfect place to try it out. Because this run is unique, we think MBRS participants will be excited about attending, and Chapel's excited the Running Series chose Dundas as the location.

For the participants to run/walk in daylight and arrive at the brewery prior to sunset, the run would start around 8pm. Runners and walkers finish at various times, but most are done within an hour, with the last ones getting back around 9pm (sun sets at 9:05). Given that, we would like to remain open past our usual 10pm closing time for this event. Our plan is to do last call at 10pm and have everybody off the premises by 11pm. This extended closing time gives the run participants and their friends & family the opportunity to enjoy their post-run time in Dundas without being rushed. To facilitate that, we are respectfully asking for a variance to stay open until 11pm on Saturday, June 21, 2025.

In addition to the variance, we are requesting an extension of our service area to include our parking lot as in year's past, allowing attendees to circulate there with a beer. The run starts and stops in the parking lot, and the MBRS sets up a tent in the lot along with tents for the non-profits they support (giving back to the community is part of their business model). We would only allow consumption of beer in the parking lot until 10pm, moving any remaining people to the deck and beer garden at that time.

As in previous years, we will do the following:

- Keep people within the designated area of the parking lot by utilizing a single access point, roping off the designated area and positioning employees and volunteers to monitor the perimeter
- Serve beer consumed in the parking lot in plastic glasses
- Obtain Insurance coverage which includes the parking lot area
- Promote parking in the municipal lot

Thank you for your consideration of the variance and extension of service area, and for your assistance in making this fun-run a successful event that benefits both Chapel and Dundas.

Sincerely,

Tracie Vranich
Tracie Vranich
Chapel Brewing

Steve Schmidt
Steve Schmidt
Chapel Brewing



City of Dundas
Public Works Staff Meeting / City Engineer Update 1/8/25
January 9, 2025
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. 2024 Street Lighting
 - Staff removed the area of sidewalk required for the Contractor to complete the work on the lights. The remaining concrete sidewalk will be removed next spring.
2. Comprehensive Transportation Planning
 - Staff prepared a preliminary road design and estimate of project costs for street improvements for a portion of 115th Street between CSAH 20 and CSAH 22. Staff have begun internal discussions on the future alignment between Highland Parkway and Cannon City Boulevard.
 - 12-9-24 Corridor Study was finalized and is consistent with the City's Comprehensive Transportation Plan.
3. 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.
 - 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.
 - Staff have revised the scope of work to include the concrete walk along Schilling Drive and from the Dundas Dome to the City limits on Cannon Road.
 - 4-22-24 Council approved staff to begin work on the project.
 - The agreement has been executed with the State to secure funding for the design of the project. WSB has started design and preparation of construction plans.
 - The proposed schedule is to have complete plans and specifications, including MnDOT review, completed in March 2025. Construction would be completed in 2025.
 - ***Staff will be reviewing the 60% construction plans the week of 1-20-25.***
4. 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.

5. Public Works Tasks

- The storm water code and fees are under review, including sump pump connection requirements.

6. 2025 Pond Maintenance

- The work in the pond south of County Road 1, within Schilling Park, will be completed in 2025 to allow time for the dog park to be moved and the existing fence to be removed. The project will include the pond slope grading in the Menard Pond south of Hester.
- Staff received notice from Menards that the easement for the pond south of Hester Street will be signed and sent over to City staff. Staff plans to perform the pond maintenance in the Menards pond in 2026 as part of a separate project.
- ***The Contractor has cleared the trees from the pond areas and started excavations in the pond area. The pond excavations are anticipated to take two-weeks to complete.***

7. Public Works Cold Storage

- The preliminary site plan and building details were presented to Council on 2-27-23.
- Estimated project costs and available funding were reviewed by the Public Works Committee on 10-4-23.
- 10-18-23 Staff met to review and discuss the project scope to work towards finalizing building details.

8. Sanitary Sewer and Water Comprehensive Plan

- Staff are reviewing the draft comprehensive plans.

9. 2025 Schilling Drive Sanitary Sewer Repairs

- 10-9-23 Council authorized staff to proceed with project.
- The scope of work includes a sanitary sewer connection between two manholes at the intersection of Hester Street and Schilling Drive. The project will redirect sanitary sewer flows from the north and east to bypass the sanitary sewer line on Schilling Drive that has settlement issues. WSB has started design and production of construction plans.

10. Mill Towns State Trail

- The DNR is targeting 2025 to construct the trail from the pedestrian bridge in Mill Park to 118th Street, terminating at the railroad tracks.
- Staff has reviewed the preliminary construction plans and provided comments to the DNR.

11. Dundas Boulevard Watermain Improvements

- The scope of work includes installing a new watermain down Dundas Boulevard from Millstone Lane to Hester Street.
- 10-14-24 Council authorized staff to begin work on plans and specifications.
- WSB has started design and production of construction plans.
- ***The draft construction plans have been completed and reviewed by staff. Staff are working to finalize the quote package for the project.***