BELLE PLAINE CITY COUNCIL
REGULAR SESSION
JANUARY 20, 2015

1. PLEDGE OF ALLEGIANCE.

Mayor Michael Pingalore led those present in the Pledge of Allegiance.

2. CALL TO ORDER. 2.1. Roll Call.

The Belle Plaine City Council met in Regular Session on Tuesday, January 20, 2015 at 6:30 p.m. in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Michael Pingalore called the meeting to order with Councilmembers Gary Trost, Cary Coop, Scott Schneider and Paul Chard present.

Also present were City Administrator Holly Kreft, Public Works Superintendent Al Fahey, Finance Director Dawn Meyer, Community Development Director Chelsea Alger, Police Chief Tom Stolee, City Engineer Joe Duncan and City Attorney Peter Mikhail. Wanda Savage served as the video recording operator.

3. APPROVAL OF AGENDA.

MOTION by Councilmember Coop, second by Councilmember Trost, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of January 5, 2015.
4.2. Work Session Minutes of January 5, 2015.
4.3. Resolution 15-008 Authorizing the Close of Bond Fund 533 and Transfer Remaining Funds to Bond Fund 535.
4.4. Resolution 15-009 Appointing Hanson and Joerg as Members of the Belle Plaine Park Board.
4.5. Resolution 15-010 Re-Appointing Hvidsten as a Member of the Belle Plaine Planning Commission.
4.6. Resolution 15-011 Appointing/Re-Appointing Greg Theissen, Laurie Behnke and Pat Krings as Members of the Belle Plaine Design Committee.
4.7. Resolution 15-012 Appointing/Re-Appointing Crystal Doyle and Rick Krant as Members of the Belle Plaine Economic Development Authority.
4.8. Resolution 15-013 Authorizing the 26th Annual Recycle/Clean Up Day on April 25, 2015.
4.9. Resolution 15-014 Approving a Façade Improvement Loan Request from Pankonin Enterprises at 106 Main Street East.
4.10. Resolution 15-015 Appointing Branden Larson as Seasonal Ice Rink Attendant.
4.11. Accepting Resignation of Cory Adamek from the Belle Plaine Fire Department.
4.12. Call for Public Hearing on Ordinance 15-01, Regulations Pertaining to Body Art Establishments.
4.13. Resolution 15-016 Appointing Dawn Meyer as the Temporary Acting City Administrator.
4.14. Resolution 15-017 Authorizing the Transfer of Retained Surcharge Fees to General Fund 101.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approved the consent agenda as follows: 4.1. Regular Session Minutes of January 5, 2015, 4.2. Work Session Minutes of January 5, 2015, 4.3. Resolution 15-008 Authorizing the Close of Bond Fund 533 and Transfer Remaining Funds to Bond Fund 535, 4.4. Resolution 15-009 Appointing Hanson and Joerg as Members of the Belle Plaine Park Board, 4.5. Resolution 15-010 Re-Appointing Hvidsten as a Member of the Belle Plaine Planning Commission, 4.6. Resolution 15-011 Appointing/Re-Appointing Greg Theissen, Laurie Behnke and Pat Krings as Members of the Belle Plaine Design Committee, 4.7. Resolution 15-012 Appointing/Re-Appointing Crystal Doyle and Rick Krant as Members of the Belle Plaine Economic

Development Authority, 4.8. Resolution 15-013 Authorizing the 26th Annual Recycle/Clean Up Day on April 25, 2015, 4.9. Resolution 15-014 Approving a Façade Improvement Loan Request from Pankonin Enterprises at 106 Main Street East, 4.10. Resolution 15-015 Appointing Branden Larson as Seasonal Ice Rink Attendant, 4.11. Accepting Resignation of Cory Adamek from the Belle Plaine Fire Department, 4.12. Call for Public Hearing on Ordinance 15-01, Regulations Pertaining to Body Art Establishments, 4.13. Resolution 15-016 Appointing Dawn Meyer as the Temporary Acting City Administrator, and 4.14. Resolution 15-017 Authorizing the Transfer of Retained Surcharge Fees to General Fund 101. ALL VOTED AYE. MOTION CARRIED.

5.1. Ambulance Department – Annual Report.

Ambulance Supervisor Doug Sweeney was present. Councilmember Coop inquired about a recent medical incident that appeared to involve a lengthy response time. Mr. Sweeney explained the response protocol involving the primary and secondary vehicles. The Council acknowledged receipt of the Ambulance Department annual report.

5.2. Fire Department.

Fire Chief Matt Stier was present. Mayor Pingalore acknowledged the successful life-saving efforts of the members of the Fire Department in a recent house fire. The Council acknowledged receipt of the Fire Department report.

5.3. Police Department.

Police Chief Tom Stolee was present. Councilmember Coop acknowledged the benefits of body cameras used by the officers. The Council acknowledged receipt of the Police Department report.

5.4. Community Development Department.

Community Development Director Chelsea Alger was present. The Council acknowledged receipt of the Community Development Department report.

5.5. Administration Report.

City Administrator Holly Kreft was present. The Council acknowledged receipt of the Administration report.

6. PUBLIC FORUM.

No one spoke during the public forum.

6.1. RECOGNITION OF INVOLVED CITIZENS.

1. Connor and Angelica Stoltz, 323 East Prairie Street, Water Bill Dispute.

Connor and Angelica Stoltz addressed the City Council in regards to their recent utility bill. Ms. Stoltz explained her average monthly household usage and was surprised by the increase in usage for the month of November, 2014. Public Works Superintendent Fahey explained he visited the property and replaced the meter to track daily usage. The previous meter tested correctly. It was the consensus of the Council to have the Stoltz' bill remain as is and they are to contact Finance Director Meyer if they wish to arrange a payment plan.

6.2. CERTIFICATE OF APPRECIATION.

1. MN South Central Investigators Coalition
– Law Enforcement Meritorious Service Award – Police Chief Thomas Stolee

Mayor Pingalore acknowledged the recent Law Enforcement Meritorious Service Award presented to Police Chief Thomas Stolee by the MN South Central Investigators Coalition. The MSCIC represents 42 local, state and federal agencies and Police Chief Stolee was nominated by Investigator Terry Stier. Police Chief Stolee thanked the Officers, staff, city leaders and community for their support.

7. PUBLIC HEARINGS – NONE SCHEDULED.

8. BUSINESS.

8.1. Presentation of Claims.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve the presentation of claims. ALL VOTED AYE. MOTION CARRIED.

8.2. Century Court Drainage Issue.

Mayor Pingalore referenced a memo dated January 20, 2015 from City Administrator Kreft regarding the Century Court drainage.

City Administrator Kreft explained the City has discussed the Century Court drainage issue in the past. In September of 2011, the City authorized the 2011 Storm Water Drainage Improvement Project. This included work on Sunrise Lane, Meadow Place and Century Court. The Century Court project included the connection of an existing drainage tile through the rear yards to an existing catch basin. This project was not completed because the property owners refused to grant an easement for the project. The issue was discussed at the October Public Works Committee meeting with the recommendation the property owners be notified of potential options they could consider to address the issue. A copy of the letter that was mailed to all of the property owners within the cul de sac was included with City Administrator Kreft's memo. Also included was an email correspondence from one of the residents indicating they were unhappy with those proposals and threatened potential litigation. This email was then shared with the City Attorney and the League of Minnesota Cities. The League claims adjuster recommended that even though the issue originates off City right-of-way, the City has the obligation to maintain the street as safely as possible. He requested that Public Works inspect it daily and apply salt/sand as needed. This is not a sustainable practice as it requires significant staff time for review and documentation.

The issue was discussed again at the January Public Works Committee meeting. Staff's recommendation was to complete a project that would connect the existing drain tile on private property to the stormsewer located on the north end of Century Court. This work would be completed within existing easements using funds from the Stormwater Fund. It would address the issue of overland water flow and the cause of the ice buildup and algae. Staff will determine if pricing would be better as a standalone project or with the 2015 Street Project, so timing is unknown.

Public Works Superintendent Fahey commented that he has been monitoring the site weekly since the water is no longer running.

MOTION by Councilmember Coop, second by Councilmember Chard, to authorize Bolton and Menk to complete the design for the Century Court drainage project at a cost not to exceed $5,400. ALL VOTED AYE. MOTION CARRIED.

8.3. 2015 Street Improvement Project – Sidewalks and Street Width.

Mayor Pingalore referenced a memo dated January 20, 2015 from City Administrator Kreft regarding sidewalks and street width for the 2015 street improvement project.

City Administrator Kreft explained that at the January 5th Council meeting, the Council authorized Bolton and Menk to complete the final design and specifications for the 2015 Street Project. During the public hearing that evening two issues were discussed: sidewalks and street width. Both of these items were discussed at the January Public Works Committee meeting. The Committee discussed the street width of 40 feet as the standard and recommended that it remain at 40 feet for this project. They did not feel there would be any significant benefits to reducing the street width and it may cause issues for future street projects. The Committee discussed the proposed sidewalk as part of the project, both the location and need. The Committee discussed the merits of the sidewalk and did not feel it would be necessary to include in the project, but if a sidewalk is included recommended the south side of the street. City Engineer Duncan clarified that the sidewalk would be located between the parking pad and the home within the City's right-of-way. It was noted that there would be more impacts on the north side of street given the amount of bituminous present in front of the storage units and the narrower right-of-way.

Councilmember Coop recommended a sidewalk be placed in the area of the Trinity Lutheran Church and School on Elk Street between Main Street and State Street. He also recommended the replacement of a segment of the sidewalk that has deteriorated on the 200 block of South Meridian Street. It was the consensus of the Council to direct the Public Works Committee to review these segments at their next meeting.

Recess Regular Session.

Mayor Pingalore recessed the regular session at 7:29 p.m. and announced the closed session. The purpose of the closed session was to discuss the green-acre status of the Townend property.

8.4. Closed Session.

Mayor Pingalore convened the closed session at 7:38 p.m. with Councilmembers Trost, Chard, Coop and Schneider present. Also present were City Attorney Peter Mikhail, City Administrator Holly Kreft, Public Works Superintendent Al Fahey, Finance Director Dawn Meyer, Police Chief Tom Stolee and City Engineer Joe Duncan.

Those present discussed the green acre status of the Townsend property.

Reconvene Regular Session.

Mayor Pingalore reconvened the regular session at 7:54 p.m.

9. ADMINISTRATION.
9.1. Upcoming Meetings.
1. Public Safety, 4:30 pm, Monday, January 26.
2. EDA Awards Banquet, 5:30 pm, Tuesday, January 27.
3. Design Committee, 5:15 pm, Monday, February 2.
4. City Council, 6:30 pm, Monday, February 2.
5. Work Session, 6:45 pm, Monday, February 2.
6. Closed Personnel Committee, 6-Month C.A. Performance Eval, 7:00 pm, Monday, Feb. 2.
7. Public Works, 11:00 am, Tuesday, February 3.
8. EDA, 5:00 pm, Monday, February 9.
9. Planning Commission, 6:30 pm, Monday, February 9.

Mayor Pingalore reminded the Council of the upcoming meetings as listed. He also acknowledged a letter of appreciation from R.A. Peterson, aka Santa.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Schneider, to adjourn at 7:55 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary