BELLE PLAINE CITY COUNCIL
REGULAR SESSION
JANUARY 21, 2014

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 21, 2014 at 6:00 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 Interim City Administrator Dawn Meyer, Public Works Superintendent Al Fahey, Community Development Director Chelsea Alger, Police Chief Tom Stolee and City Engineer Joe Duncan. Zachery Schoenecker 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 6, 2014.
4.2. Resolution 14-008 Re-Appointing Chris Kehr to the Park Board.
4.3. Resolution 14-009 Re-Appointing Henry Pressley and Anthony Hetzel to the Planning Commission.
4.4. Resolution 14-010 Authorizing the 25th Annual Recycle/Clean Up Day for Saturday, April 26, 2014.
4.5. Resolution 14-012 Approving EDA Façade Loan for Lisa Fahey Agency, 204 North Meridian Street.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve the consent agenda as follows: 4.1. Regular Session Minutes of January 6, 2014, 4.2. Resolution 14-008 Re-Appointing Chris Kehr to the Park Board, 4.3. Resolution 14-009 Re-Appointing Henry Pressley and Anthony Hetzel to the Planning Commission, 4.4. Resolution 14-010 Authorizing the 25th Annual Recycle/Clean Up Day for Saturday, April 26, 2014 and 4.5. Resolution 14-012 Approving EDA Façade Loan for Lisa Fahey Agency, 204 North Meridian Street. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Doug Sweeney of Ridgeview Ambulance was present and provided the monthly report and also the year-end report. The Council acknowledged receipt of the Ambulance Department report.

5.2. Fire Department.

Fire Chief Todd Otto was present. The Council acknowledged receipt of the Fire Department report.

5.3. Police Department.

Police Chief Tom Stolee was present. Councilmember Trost reported a frozen meat delivery service was going door-to-door without a peddlers permit. 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.

Interim City Administrator Dawn Meyer was present. The Council acknowledged receipt of the Administration report.

6. OPEN FORUM.

6.1. BUSINESS SHOWCASE – EDWARD JONES INVESTMENTS
Jenna Boulton, Financial Advisor.

Mayor Pingalore introduced Jenna Boulton, Financial Advisor with Edward Jones, and welcomed her to our business community.

FIRE BILL APPEAL.

6.2. Trevor Rolfes - 144 South Grove Street.

Mr. Trevor Rolfes addressed the City Council and asked for consideration in the reduction of his fire bill. He disputed the length of time that firefighters were on site and asked that two hours of response time be removed from the invoice.

Mayor Pingalore explained that firefighters need to be on site to protect the scene. Councilmember Chard questioned whether it was necessary to have the firefighters on the scene for that length of time and suggested review of the policy. The invoice was re-affirmed as is and no reduction in the amount was made. The council directed the Public Safety Committee to review the response and procedural policy for fire calls.

7. PUBLIC HEARINGS- None Scheduled.

8. BUSINESS.

8.1. Presentation of Claims.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve the Presentation of Claims as presented. ALL VOTED AYE. MOTION CARRIED.

8.2. Resolution 14-011 Accepting Final Plans and Specifications for the 2014 Street Improvement Project and Authorizing Advertisement for Bids.

Mayor Pingalore referenced a memo dated January 21, 2014 from Interim City Administrator Meyer regarding the proposed 2014 street project.

Interim City Administrator Meyer explained that on August 5, 2013, the City Council passed Resolution 13-086 Receiving Report and Calling for Public Hearing on 2014 street improvement project. The public hearing was held on September 3, 2013 and Resolution 13-099 Ordering Improvement and Directing

Preparation of Final Plans and Specifications for the 2014 project was approved. The final plans and specifications have been prepared and the next step is for the Council to accept the final plans and specifications and authorize the advertisement for bids. Advertisement for bids will begin the last week of January with the bid opening on February 27, 2014 at 10:00 a.m. at City Hall.

City Engineer Duncan said hydro-seeding will be considered for the 2014 street improvement project, rather than sod for the boulevard restoration. He will work with the property owners on this project, particularly those along the West Raven Street trail.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 14-011 Accepting Final Plans and Specifications for the 2014 Street Improvement Project and Authorizing Advertisement for Bids. ALL VOTED AYE. MOTION CARRIED.

8.3. Authorize Replacement of HVAC System at City Hall.

Mayor Pingalore referenced a memo dated January 21, 2014 from Public Works Superintendent Fahey regarding the replacement of the HVAC system at city hall.

Public Works Superintendent Fahey explained the heating and cooling system at city hall are the original units installed before the building was remodeled by the city. The unit that heats and cools the center portion of the building has a cracked heating chamber and is in need of replacement. Staff was aware of eventual complete failure. Public Works Superintendent Fahey obtained two quotes for the replacement. Public Works Superintendent Fahey recommended the award to Gopher Heating and Conditioning for the removal and installation of the high efficiency HVAC units. The units have been included in the C.I.P. Plan for replacement.

MOTION by Councilmember Coop, second by Councilmember Schneider, to authorize Gopher Heating and Conditioning to proceed with the replacement of HVAC system at City Hall, utilizing the high-efficiency model, at a cost of $31,420, and a net cost of $27,670 after the Xcel Energy rebate is applied. ALL VOTED AYE. MOTION CARRIED.

8.4. Authorize Architectural Services with David Linner Architects for Upgrades to the Union Square Restrooms.

Mayor Pingalore referenced a memo dated January 21, 2014 from Public Works Superintendent Fahey regarding architectural services for the park restrooms.

Public Works Superintendent Fahey explained the Council has authorized the remodeling of the Union Square restrooms. The contractors and their sub-contractors were unable to provide a bid due to the fact that they had varying ideas on how to complete the remolding project. To obtain a quote, the contractors need a plan set with items such as code compliance, plumbing and electrical issues. After many inquiries to building architect firms, staff has been successful in receiving a quote to provide plans and specs as well as bid documents and inspections if the project gets awarded. An additional quote for architectural services was obtained for plans and specs for a universal design restroom to be constructed at Prairie Park and other parks where restrooms are needed.

Councilmember Trost was opposed to the architectural services as he felt it was unnecessary and asked whether the school district will be utilizing architectural services for their proposed restroom facility at the athletic complex. Councilmember Chard was also opposed. Mayor Pingalore explained that it is necessary to have plans and specs available for the upgrades and future construction of restrooms. He also noted that funds were donated by the Mdewakanton Sioux for the restroom upgrade. Public Works Superintendent Fahey noted the complications of plumbing and electrical upgrades for the restrooms located at Union Square and Court Square.

MOTION by Councilmember Coop, second by Councilmember Schneider, to authorize staff to proceed with architectural services of David Linner Architects for the preparation of plans and specifications, and bid documents and inspections, for the remodeling of Union Square restroom facility at a cost not to exceed $14,150, and for the prototype restroom facility at a cost not to exceed $11,950. Mayor Pingalore and Councilmembers Coop and Schneider VOTED AYE. Councilmembers Trost and Chard VOTED NAY. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.
1. Park Board, 5:00 p.m. Monday, Jan. 27.
2. Work Session, 6:30 p.m., Monday, Jan. 27.
3. City Council, 6:00 p.m., Monday, Feb. 3.
4. Public Works, 11:00 a.m., Tuesday, Feb. 4.
5. EDA/Chamber Banquet, 5:30 p.m., Tues., Feb. 4 (235 South Ash St).
6. Public Safety, 4:00 p.m., Wednesday, Feb. 5.
7. EDA, 5:00 p.m., Monday, Feb. 10.
8. Planning Commission, 7:00 p.m., Monday, Feb. 10.
9. City Offices Closed, Presidents Day, Monday, Feb. 17.

Mayor Pingalore reminded those present of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Schneider, to adjourn the meeting at 6:51 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary