

**BELLE PLAINE CITY COUNCIL
REGULAR SESSION
MARCH 23, 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 Monday, March 23, 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, Paul Chard and Scott Schneider present.

Also present were City Administrator Holly Kreft, Finance Director Dawn Meyer, Public Works Superintendent Al Fahey, Community Development Director Chelsea Alger, and Investigator-Detective Terry Stier. Wanda Savage served as the video recording operator. City Engineer Joe Duncan and City Attorney Bob Vose were not present.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of March 2, 2015.

4.2. Work Session Minutes of March 2, 2015.

4.3. Closed Session Minutes of March 2, 2015.

4.4. Renewal of Lease Agreements for Copy Machines for City Hall, Public Works Department and Police Department.

4.5. Authorize Advertising to Seek Public Works Seasonal Employees.

4.6. Resolution 15-028 Authorizing the 2015 Seal Coat Project and Advertising for Bids.

4.7. Approving Large Assembly Permit for German Days, June 19 and 20, 2015.

4.8. Approving Temporary 3.2% Intoxicating Liquor License for Belle Plaine Softball Association.

4.9. Authorizing the Purchase of Tire Changer and Wheel Balancer for the Public Works Department.

4.10. Resolution 15-030 Changing Title of Patrol Sergeant to Investigator-Detective Sergeant and Modifying Job Description.

4.11. Resolution 15-031 Appointing Terry Stier to the Investigator-Detective Sergeant Position.

4.12. Accepting Resignation of Part-Time Police Officer Shelby Stemig.

4.13. Resolution 15-032 Modifying Terms of Loan to Annie's Café and Catering and Authorizing the Execution of Loan Documents.

4.14. Resolution 15-033 Accepting Cash Donation from the Belle Plaine Fire Relief Association for Replacement of Tracks for John Deere Gator.

4.15. Resolution 15-034 Approve Plans and Specifications and Authorize Bid Advertisement for the South Creek Drainage Way Project.

4.16. Resolution 15-037 Accepting Cash Donation from Belle Plaine Fire Relief Association for the Purchase of Helmet Flashlights.

4.17. Resolution 15-038 Approving Arts in the Park Policy Amendments.

4.18. Resolution 15-039 Appointing Kelsey Hutchins as the 2015 Arts in the Park Consultant.

4.19. Resolution 15-040 Authorizing Promotion Graphics to Refurbish Park Signs.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve the consent agenda as follows: 4.1. Regular Session Minutes of March 2, 2015, 4.2. Work Session Minutes of March

2, 2015, 4.3. Closed Session Minutes of March 2, 2015, 4.4. Renewal of Lease Agreements for Copy Machines for City Hall, Public Works Department and Police Department, 4.5. Authorize Advertising to Seek Public Works Seasonal Employees, 4.6. Resolution 15-028 Authorizing the 2015 Seal Coat Project and Advertising for Bids, 4.7. Approving Large Assembly Permit for German Days, June 19 and 20, 2015, 4.8. Approving Temporary 3.2% Intoxicating Liquor License for Belle Plaine Softball Association, 4.9. Authorizing the Purchase of Tire Changer and Wheel Balancer for the Public Works Department, 4.10. Resolution 15-030 Changing Title of Patrol Sergeant to Investigator-Detective Sergeant and Modifying Job Description, 4.11. Resolution 15-031 Appointing Terry Stier to the Investigator-Detective Sergeant Position, 4.12. Accepting Resignation of Part-Time Police Officer Shelby Stemig, 4.13. Resolution 15-032 Modifying Terms of Loan to Annie's Café and Catering and Authorizing the Execution of Loan Documents, 4.14. Resolution 15-033 Accepting Cash Donation from the Belle Plaine Fire Relief Association for Replacement of Tracks for John Deere Gator, 4.15. Resolution 15-034 Approve Plans and Specifications and Authorize Bid Advertisement for the South Creek Drainage Way Project, 4.16. Resolution 15-037 Accepting Cash Donation from Belle Plaine Fire Relief Association for the Purchase of Helmet Flashlights, 4.17. Resolution 15-038 Approving Arts in the Park Policy Amendments, 4.18. Resolution 15-039 Appointing Kelsey Hutchins as the 2015 Arts in the Park Consultant, and 4.19. Resolution 15-040 Authorizing Promotion Graphics to Refurbish Park Signs. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Ridgeview Ambulance provided a written monthly report. The Council acknowledged receipt of the Ambulance Department report.

5.2. Fire Department.

Fire Chief Matt Stier was present. The Council acknowledged receipt of the Fire Department report.

5.3. Police Department.

Investigator-Detective Terry Stier was present. 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.

6.1. RECOGNITION OF INVOLVED CITIZENS.

No one spoke during the public forum.

7. PUBLIC HEARING.

7.1. Right-of-Way Plat #4 for Enterprise Drive Overpass. The City Council will consider public comment on Belle Plaine Road Right of Way Plat #4 for future Enterprise Drive Overpass located near CSAH 3 and TH169 in the City of Belle Plaine.

Mayor Pingalore referenced a memo dated March 23, 2015 from Community Development Director Alger regarding Right-of-Way Plat #4 for Enterprise Drive Overpass.

Community Development Director Alger explained that in continuance of the Enterprise Drive overpass project, it is necessary to establish and obtain the appropriate right-of-way for construction of the bridge. Attached to this memo is a copy of the City of Belle Plaine Road Right of Way Plat No. 4, which delineates the property necessary for the project right-of-way. Affected property owners are identified in the table on the lower right side of the plat. The plat is to be considered under a public hearing; which, along with the actual bridge construction area, includes spacing for a right turn lane going south on CR 3; as well as slope easements on three of the four sides of the bridge. All affected property owners have been mailed notice of the hearing accordingly; however, all have been involved and are aware of the proposed encumbrance on their respective properties in order to establish project boundaries. The Planning Commission considered the Plat at their meeting on March 9, 2015 and expressed no concerns regarding the document.

Mayor Pingalore opened the public hearing at 6:43 p.m. and asked for public comment. There was no response.

MOTION by Councilmember Coop, second by Councilmember Trost, to close the public hearing at 6:44 p.m. ALL VOTED AYE. MOTION CARRIED.

1. Resolution 15-027 Approving Right of Way Plat #4 for Enterprise Drive Overpass.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 15-027 Approving Right of Way Plat #4 for Enterprise Drive Overpass. ALL VOTED AYE. MOTION CARRIED.

Councilmember Chard explained that his preference is an interchange on a direct route on CSAH 3 rather than the location of the overpass as it is being designed. He voted in support of Right-of-Way Plat #4 due to the necessity of platting it for any type of interchange in this general location.

8. BUSINESS.

8.1. Presentation of Claims.

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

8.2. Accepting 2014 Audit Report – Brad Falteysek, Abdo, Eick & Meyers.

Mayor Pingalore welcomed Brad Falteysek of Abdo, Eick & Meyers.

Mr. Falteysek presented the City's 2014 annual audit and management letter. He provided an overview of the auditing process and reviewed the details in the management letter. The City is in good financial shape and he acknowledged the Council and Staff for their diligence in managing the budget.

Councilmember Trost inquired about the status of the 2010 G.O. Bond. Finance Director Meyer briefly explained the refinancing process associated with that bond.

MOTION by Councilmember Coop, second by Councilmember Schneider, to accept the 2014 audit report and management letter as presented by Abdo, Eick & Meyers. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 15-036 Authorization the Purchase and Installation of Generators for Public Works, Police Department and City Hall.

Mayor Pingalore referenced a memo dated March 23, 2015 from Public Works Superintendent Fahey regarding the purchase of generators.

Public Works Superintendent Fahey explained that a power outage earlier this year raised the issue of standby power for essential public buildings per the City's Emergency Operations Plan. The Public Works Committee and the Public Safety Committee have both discussed on the need for generators to provide backup power for the police department, public works and government center. The Committees reviewed the options including permanent and portable generators. Based on the three quotes received, staff recommends approval of the quote from Gregory Electric.

Councilmember Schneider commented the Public Works Committee and the Public Safety Committee have recommended approval of the purchase.

MOTION by Councilmember Coop, second by Councilmember Pingalore, to approve Resolution 15-036 Authorization the Purchase and Installation of Generators for Public Works, Police Department and City Hall at a cost of \$84,962 from Gregory Electric. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.

- 1. Joint Work Session, BPF&D & Rural Fire, 7:00 pm, Monday, March 23.**
- 2. Closed Session, 7:30 pm, Monday, March 23.**
- 3. Design Committee, 5:15 pm, Monday, April 6.**
- 4. City Council, 6:30 pm, Monday, April 6.**
- 5. Work Session, 6:45 pm, Monday, April 6.**
- 6. Public Works, 11:00 am, Tuesday, April 7.**
- 7. EDA, 5:00 pm, Monday, April 13.**
- 8. Planning Commission, 6:30 pm, Monday, April 13.**

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Schneider, to adjourn at 7:10 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary