BELLE PLAINE CITY COUNCIL
REGULAR SESSION
APRIL 16, 2012

1. PLEDGE OF ALLEGIANCE.

Mayor Tim Lies 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, April 16, 2012 at 6:00 p.m. in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Tim Lies called the meeting to order with Councilmembers Gary Trost, Cary Coop, Scott Schneider, Paul Chard and Michael Pingalore present.

Also present were City Administrator David Murphy, Community Development Director Trisha Rosenfeld, Public Works Superintendent Al Fahey, Finance Director Dawn Meyer, Police Chief Tom Stolee, City Engineer Joe Duncan and City Attorney Bob Vose. Finance Director Meyer also served as the video recording operator.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of April 2, 2012.
4.2. Resolution 12-042 Adopting Special Assessment for Delinquent Fire Bills.

MOTION by Councilmember Trost, second by Councilmember Pingalore, to approve the consent agenda as follows: 4.1. Regular Session Minutes of April 2, 2012, and 4.2. Resolution 12-042 Adopting Special Assessment for Delinquent Fire Bills. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Ridgeview Ambulance Manager Doug Sweeney was present and informed the council of a request by MN Valley Health Center, LeSueur, for transfer services by Ridgeview. Sweeney will keep the city updated on this issue. The Council acknowledged receipt of the Ambulance Department report.

5.2. Fire Department.

Fire Chief Randy Koepp was present. The Council acknowledged receipt of the Fire Department report.

5.3. Police Department.

Police Chief Tom Stolee was present. The Council acknowledged receipt of the Police Department report.

5.4. Community Development Department.

Community Development Director Trisha Rosenfeld was present. Mayor Lies and Councilmember Trost were apprehensive about the request by the Chamber of Commerce for a proposed countertop for the

Union Square shelter to be used as a bar for the annual Bar B Q Days. The Council acknowledged receipt of the Community Development Department report.

5.5. City Administration Report.

City Administrator David Murphy was present. Councilmember Coop requested a copy of the SCALE Services report be given to each council member. Mayor Lies commented that he would like to see the availability of office retail space included in the SCALE economic development report. The Council acknowledged receipt of the City Administration report.

6. PUBLIC FORUM.

No one spoke at the public forum.

6.1. Arbor Day Proclamation.

Mayor Lies read the Arbor Day Proclamation.

7. PUBLIC HEARING.

7.1. Liquor License – 3.2% Intoxicating Liquor On-Sale and Off-Sale. The City Council will consider a request by Julie Savage, 126 South Chestnut Street, dba Sparetime Tavern, 117 West Main Street, for a 3.2% Intoxicating Liquor On-Sale and Off-Sale.

Mayor Lies referenced a memo dated April 16, 2012 from City Administrator Murphy regarding a request for a 3.2% intoxicating liquor on-sale and off-sale license. The City Council will consider a request by Julie Savage, 126 South Chestnut Street, dba Sparetime Tavern, 117 West Main Street, for a 3.2% intoxicating liquor on-sale and off-sale license.

City Administrator Murphy explained that Braun Pump Company has applied for a 3.2% intoxicating liquor on-sale and off-sale license for Sparetime Tavern. Staff has completed the required background check for applicant Julie Savage and recommend approval. Due to an error in the public notification, the public hearing will need to be continued to the May 7, 2012 city council meeting. The attached resolution authorizes temporary licensure until May 7, 2012 when the proper license will go into effect.

Mayor Lies opened the public hearing at 6:26 p.m. and asked for public comment. There was no response.

MOTION by Councilmember Trost, second by Councilmember Chard, to continue the public hearing until May 7, 2012 to provide the required time frame for proper publication notice. ALL VOTED AYE. MOTION CARRIED.

7.2.1. Resolution 12-040 Approving 3.2% Intoxicating Liquor On-Sale and Off-Sale for Sparetime Tavern, 117 West Main Street.

MOTION by Councilmember Trost, second by Councilmember Chard, to approve Resolution 12-040 Approving 3.2% Intoxicating Liquor On-Sale and Off-Sale for Sparetime Tavern, 117 West Main Street, for temporary licensure until May 7, 2012, to allow for the required time frame for proper publication notice. ALL VOTED AYE. MOTION CARRIED.

8. BUSINESS.

8.1. Presentation of Claims.

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

8.2. Large Assembly Permit for Cottonwood Event.

Mayor Lies referenced a memo dated April 16, 2012 from City Administrator Murphy regarding a large assembly permit for the Cottonwood event.

City Administrator Murphy explained that Brian Kruschke has applied for a large assembly permit and road closure permit for the 2nd annual Cottonwood Memorial on June 9, 2012. City staff has reviewed the permit and noted that there were no problems at last year's event. Mr. Kruschke will meet with Police Chief Stolee regarding his security recommendations and will work with Public Works Superintendent Fahey for the placement of the barricades.

Applicant Brian Kruschke explained that no outdoor music is planned for the event and requested use of the city hall parking lot in the event the Trinity Lutheran Church parking lot is not available that day. Public Works Superintendent Fahey advised that Mr. Kruschke contact the Scott County Highway Department as to whether gravel will be applied to the Blakeley road prior to the event.

MOTION by Councilmember Trost, second by Councilmember Pingalore, to approve the Cottonwood event for June 9, 2012. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 12-039 Authorizing MNDOT Transportation and Economic Development Grant Application.

Mayor Lies referenced a memo dated April 16, 2012 from City Administrator Murphy regarding the MnDOT Transportation and Economic Development grant application.

City Administrator Murphy explained that proposals for Transportation Economic Development Program (TED) funding applications are being accepted until April 27, 2012. Awards will be announced on May 18, 2012. Council has previously discussed the application process and requested a proposal from Bolton & Menk for developing and submitting the application. The proposal provides a not to exceed amount of $9,950. The proposal anticipates that city staff will be generating a large amount of the economic development portion of the application. It is anticipated that Scott County will also submit an application for TED funding for the Highway 101 bridge in Shakopee.

MOTION by Councilmember Pingalore, second by Councilmember Schneider, to approve Resolution 12-039 Authorizing MNDOT Transportation and Economic Development Grant Application. ALL VOTED AYE. MOTION CARRIED.

8.4. Resolution 12-041 Approving Final Plans and Specifications and Authorizing Advertisement for Bids for the 2012 Street Improvement Project.

Mayor Lies referenced a memo dated April 16, 2012 from City Administrator Murphy regarding final plans and specifications and authorizing advertisement for bids for the 2012 street improvement project.

City Administrator Murphy explained that on February 6, 2012 the City Council authorized the preparation of final plans and specifications for the 2012 street improvement project. The plans were modified on March 5 to include a portion of East Commerce Drive Trail. 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.

Councilmember Trost expressed concern for including the East Commerce Drive trail extension in the final plans and specifications without knowing the cost. He was also concerned for the possible easements needed along the corridor. Councilmember Pingalore explained the Park Board had recommended the trail portion end at Elm Street, while the council added in a portion to the north. City Engineer Duncan explained the bid specifications allow for the separation of the East Commerce Drive trail project.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 12-041 Approving Final Plans and Specifications and Authorizing Advertisement for Bids for the 2012 Street Improvement Project. ALL VOTED AYE. MOTION CARRIED.

8.5. Authorize Staff to Proceed with Legacy Grant for the Episcopalian Church Restoration Project.

Mayor Lies referenced a memo dated April 16, 2012 from Community Development Director Rosenfeld regarding an application for the Legacy Grant.

Community Development Director Rosenfeld explained the City received a Legacy Grant in 2011 for restoration efforts of the Episcopalian Church in the amount of $72,605. Repairs to the church at that time included foundation stabilization, installation of a crawl space, exterior buttress replacement, tuck pointing the chimneys, and removing and replacing shingles on the north entry. With the continuation of the Legacy funds by the State, the grant is available again this year. The Episcopalian Church subcommittee has met and discussed the next steps of the restoration of the church. The committee is requesting the City submit an application for Legacy Grant this year. Staff intends to utilize information that was provided from SMSQ Architects after the completion of the restoration efforts in 2011 as a baseline for the grant application. Staff does not feel at this time it is necessary to involve an architect for the pre-application process, which is due to the Minnesota Historical Society by June 1. The City will receive feedback on the draft application before the final application is due July 27. If it is necessary at that time to involve an architect, based on the comments of the pre-application, staff will bring this to the committee and Council's attention for further action. It is unknown at this time what amount the City would be asking for in the pre-application. The pre-application will come before Council for authorization of submittal at the May 21, 2012 Council meeting. If the City is successful in an award of funds, construction would commence in the spring/summer of 2013.

MOTION by Councilmember Coop, second by Councilmember Schneider, to authorize staff to proceed with Legacy Grant for the Episcopalian Church Restoration Project. ALL VOTED AYE. MOTION CARRIED.

8.6. Resolution 12-043 Adopting 2012/2013 Economic Development Work Plan.

Mayor Lies referenced a memo dated April 16, 2012 from Community Development Director Rosenfeld regarding the 2012/2013 Economic Development Work Plan.

Community Development Director Rosenfeld explained the EDA has been working on updating the two-year plan that was created in 2009 Economic Development Plan with the assistance of Economic Development Services (Janna King). The EDA has updated the plan to a two-year plan with initiatives, goals and actions. The EDA has kept the same initiatives from the 2009 work plan, but has changed the goals and actions associated with the initiatives. Also included is a timeline an estimated budget for those items that need funding. The EDA recommends the City Council adopt the 2012/2013 Economic Development Work Plan.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 12-043 Adopting 2012/2013 Economic Development Work Plan. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.
1. Park Board, 5:00 p.m., Monday, April 23.

2. City Council and EDA Joint Work Session, Abatement, 5:30 p.m., Monday, April 30.
3. SCALE Legos 401, 6:00 p.m., Monday, April 30.
4. City Council, 6:00 p.m., Monday, May 7.

The council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Trost, second by Councilmember Coop, to adjourn at 6:53 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary