

**BELLE PLAINE CITY COUNCIL
REGULAR SESSION
APRIL 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 Monday, April 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, 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, Police Chief Tom Stolee, City Engineer Joe Duncan and City Attorney Bob Vose. Wanda Savage served as the video recording operator.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

- 4.1. Regular Session Minutes of April 6, 2015.**
- 4.2. Work Session Minutes of April 6, 2015.**
- 4.3. Resolution 15-042 Approving a Façade Improvement Loan Request from Nesbit Agency for 111 South Meridian Street.**
- 4.4. Resolution 15-043 Approving Private Use of Public Property Agreement with Baseball Association for Placement of Utility Shed at Meadow Park.**
- 4.5. Resolution 15-044 Authorizing Submittal of an Application for the 2015 Scott County CDA Economic Development Incentive Grant Program**
- 4.6. Resolution 15-045 Authorizing the Belle Plaine Fire Department to Utilize the House at 702 Meridian Street South for Training Purposes and Authorize Staff to Advertise for Sealed Bids for the Detached Garage.**
- 4.7. Call for Public Hearing for Annual Renewal of Liquor Licenses.**
- 4.8. Resolution 15-046 Approving Joint Facilities Agreement with Belle Plaine School District.**
- 4.9. Resolution 15-047 Appointing Stier and Hemaier as Public Works Seasonal Employees.**
- 4.10. Memorandum of Understanding – Special Events Compensation for 2013 – 2015 Collective Bargaining Agreement.**

MOTION by Councilmember Trost, second by Councilmember Coop, to approve the consent agenda as follows: 4.1. Regular Session Minutes of April 6, 2015, 4.2. Work Session Minutes of April 6, 2015, 4.3. Resolution 15-042 Approving a Façade Improvement Loan Request from Nesbit Agency for 111 South Meridian Street, 4.4. Resolution 15-043 Approving Private Use of Public Property Agreement with Baseball Association for Placement of Utility Shed at Meadow Park, 4.5. Resolution 15-044 Authorizing Submittal of an Application for the 2015 Scott County CDA Economic Development Incentive Grant Program, 4.6. Resolution 15-045 Authorizing the Belle Plaine Fire Department to Utilize the House at 702 Meridian Street South for Training Purposes and Authorize Staff to Advertise for Sealed Bids for the Detached Garage, 4.7. Call for Public Hearing for Annual Renewal of Liquor Licenses, 4.8. Resolution 15-046 Approving Joint Facilities Agreement with Belle Plaine School District, 4.9. Resolution 15-047

Appointing Stier and Hemauer as Public Works Seasonal Employees, and 4.10. Memorandum of Understanding – Special Events Compensation for 2013 – 2015 Collective Bargaining Agreement. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Ridgeview Ambulance Supervisor Doug Sweeney was present. 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.

Police Chief Tom Stolee 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. PROCLAMATION – Belle Plaine Lions Club, Celebrating 25 Years of Service.

Mayor Pingalore read a proclamation commemorating the 25 years of service to the community by the Belle Plaine Lions Club. Lion Club members Warren Wolf and Rex Ernst were present.

6.2. Recognition of Involved Citizens.

Taylor Smith, 7-year-old daughter of Matt and Sara Smith, 1013 Scott Lane, addressed the City Council with a request to allow her family to have chickens. She had submitted a written request and indicated that she is a 4-H member and would like the opportunity to raise chickens.

It was the consensus of the Council to add this issue to the next work session agenda for further discussion.

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. ALL VOTED AYE. MOTION CARRIED.

8.2. Resolution 15-048 Award Bid for the 2015 Street Improvement Project.

Mayor Pingalore referenced a memo dated April 20, 2015 from City Administrator Kreft regarding the bid award.

City Administrator Kreft explained the bids for the 2015 Street Improvement Project were opened on April 9, 2015. The apparent low bidder was Chard Tiling and Excavating with a bid amount of \$954,749.60.

City Engineer Duncan replied to Councilmember Coop inquiries about the bid process.

MOTION by Councilmember Trost, second by Councilmember Coop, to approve Resolution 15-048 Award Bid for the 2015 Street Improvement Project to low bidder Chard Tiling and Excavating at the bid amount of \$954,749.60. ALL VOTED AYE. MOTION CARRIED.

8.3. Community Services Update.

Mayor Pingalore referenced a memo dated April 20, 2015 from City Administrator Kreft regarding the Community Services Department.

City Administrator Kreft explained the Joint Powers Agreement with the Belle Plaine School District for Community Services expired on March 30, 2015. Nelson Ladd, the current Community Services Director, has submitted a letter of retirement and his last day will be June 30, 2015. The School District has considered a change in the position that would encompass the Athletic Director duties and the School Board authorized the posting of the new position. An interview committee consisting of School District and City representatives will conduct the interviews in May. It is expected that this position will be filled no later than June 30, 2015. The starting pay will be posted at \$60,000 up to \$65,000. The current total cost of the Community Services Director position is \$77,428.68 with salary and benefits. The City's portion for this year is \$23,228.60. Based on the restructuring of the position, the Community Education portion would be \$59,857.99 and the Athletic Director portion (paid by the District's General Fund) would be \$32,231.23. If the percentage split remained the same (70/30), the City's portion for the new position would be \$21,557.40 based on a salary of \$65,000 with family coverage. This also includes a payment to the Mr. Ladd for use of his Community Education license with the anticipation that the new candidate may need to obtain that licensure.

The School District has requested the City consider an increase of 35% (split of 65/35) for the Joint Powers Agreement as an offset to the dragging of the fields during the school year. Under that scenario, the City's cost for a new candidate at \$65,000 with family coverage would be \$25,150.00. The City's portion of 30% was approved in 2004. At that time, the position also oversaw the Community Pool. The City shifted those duties to a Pool Manager starting with the 2012 pool season, to which the School District does not contribute and the JPA was not amended to reflect this change.

Councilmember Coop stated he would like to see guidelines adopted that would provide a method to measure job performance. He commented that he wants to ensure the City is obtaining benefit for their cost participation in the program. Mayor Pingalore suggested the joint powers agreement include language that will provide a means for measuring job performance. The remaining Council Members concurred.

9. ADMINISTRATION.

9.1. Upcoming Meetings.

- 1. SCALE Education, 6:00 pm, Wednesday, April 29, Prior Lake.**
- 2. Design Committee, 5:15 pm, Monday, May 4.**

- 3. City Council, 6:30 pm, Monday, May 4.**
- 4. Work Session, 6:45 pm, Monday, May 4.**
- 5. Closed Session, City Admin Perf Eval, 7:30 pm, Monday, May 4.**
- 6. Public Works, 11:00 am, Tuesday, May 5.**
- 7. Coffee with the Mayor, 7:00 am, Thursday, May 7.**
- 8. EDA, 5:00 pm, Monday, May 7.**
- 9. Planning Commission, 6:30 pm, Monday, May 7.**

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Schneider, to adjourn the meeting at 7:12 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary