BELLE PLAINE CITY COUNCIL
REGULAR SESSION
MAY 19, 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 Monday, May 19, 2014 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 Interim City Administrator Dawn Meyer, Public Works Superintendent Al Fahey, Community Development Director Chelsea Alger and Police Chief Tom Stolee. Zachery Schoenecker served as the video recording operator.

3. APPROVAL OF AGENDA.

MOTION by Councilmember Coop, second by Councilmember Trost, to approve the agenda with the addition of the certification of appreciation for Ridgeview Ambulance for EMS Week. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of May 5, 2014.
4.2. Board of Appeal and Equalization Continuation Hearing Minutes of May 5, 2014.
4.3. Resolution 14-046 Authorizing Credit on Certain Utility Accounts for Reduction of Monthly Base Fee Resulting From Frozen Utility Lines.
4.4. Resolution 14-048 Approving Façade Loan Request for Belle Plaine Area Food Shelf.
4.5. Resolution 14-049 Authorizing the Purchase of Laptop Computers for the Belle Plaine Police Department.
4.6. Resolution 14-050 Accepting Cash Donation from the Belle Plaine Chamber of Commerce for Electrical Upgrades for Court Square.
4.7. Resolution 14-052 Authorizing Staff to Proceed with Scott County CDA Economic Development Incentive (EDI) Grant Application.
4.8. Resolution 14-053 Appointing Nicole Jensen as Police Administrative Assistant.
4.9. Resolution 14-054 Appointing Life Guards for the 2014 Community Pool Season.
4.10. Resolution 14-055 Approving Final Layout for Prairie Park.

Mayor Pingalore requested that consent agenda item "Resolution 14-055 Approving Final Layout for Prairie Park" be moved to the business portion of the agenda.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve the consent agenda as follows: 4.1. Regular Session Minutes of May 5, 2014, 4.2. Board of Appeal and Equalization, Continuation Hearing Minutes of May 5, 2014, 4.3. Resolution 14-046 Authorizing Credit on Certain Utility Accounts for Reduction of Monthly Base Fee Resulting From Frozen Utility Lines, 4.4. Resolution 14-048 Approving Façade Loan Request for Belle Plaine Area Food Shelf, 4.5. Resolution 14-049 Authorizing the Purchase of Laptop Computers for the Belle Plaine Police Department, 4.6. Resolution 14-050 Accepting Cash Donation from the Belle Plaine Chamber of Commerce for Electrical Upgrades for Court Square, 4.7. Resolution 14-052 Authorizing Staff to Proceed with Scott County CDA Economic Development Incentive (EDI) Grant Application, 4.8. Resolution 14-053 Appointing Nicole Jensen as Police

Administrative Assistant, and 4.9. Resolution 14-054 Appointing Life Guards for the 2014 Community Pool Season. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Doug Sweeney, Ridgeview Ambulance, was present. The Council acknowledged receipt of the Ambulance Department report.

5.2. Fire Department.

First Assistant 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. He will report back in response to Councilmember Coop's inquiry about the number of DUI's for the month. 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. RECOGNITION OF INVOLVED CITIZENS.

6.1. VISITOR'S REQUEST.

1. Sheila Ondoua Ndeng, 112 North Elk Street, Utility Bill Senior Rate.

Interim City Administrator Meyer read the request for a reduction in the utility bill at 112 North Elk Street from Ms. Ndeng. Ms. Ndeng was unable to attend.

The Council affirmed the utility bill, with no reduction or credit to the account.

2. Don Burgess, Green Isle, MN – Request to Waive Fee for Public Placement of Antenna.

Don Burgess, Sibley Emergency Radio Team, requested the Council waive the fee ($5,000 to $15,000) to allow a private antenna on the city's water tower. He explained the City of Green Isle, MN has allowed an antennae and would like to add one to Belle Plaine's tower.

This issue was referred to the Finance Ways and Means Committee for review and recommendation.

6.2. EMERGENCY MANAGEMENT SERVICES (EMS) WEEK – MAY 18TH – 24TH

1. **Belle Plaine Ambulance – Ridgeview Medical.**
2. **Belle Plaine Police Department.**
3. **Belle Plaine Fire Department.**

Mayor Pingalore presented certificates of appreciation on behalf of Scott County All Hazards Committee to Ridgeview Ambulance, and Belle Plaine Fire and Police Departments, in honor of EMS week.

6.3. CERTIFICATE OF APPRECIATION.

1. Cash Donation for Electrical Upgrade at Court Square by the Belle Plaine Chamber of Commerce.

Mayor Pingalore presented Josh Selbrade and Kelly Melo of the Belle Plaine Chamber with a certificate of appreciation for the donation of $2,225 towards the electrical upgrade at Court Square.

6.4. GERMAN DAY PROCLAMATION.

Mayor Pingalore read the Proclamation for the German Day celebration June 20 – 21.

7. PUBLIC HEARINGS – NONE SCHEDULED.

8. BUSINESS.

8.1. Presentation of Claims.

Councilmember Chard inquired about the Henderson True Value invoice for $1,900. Interim City Administrator Meyer advised it was for supplies and equipment for Community Recreation. Staff will provide details of the purchase to the Council.

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

8.2. Large Assembly Permit and Road Closure by German Days, Inc. for German Days Event.

Mayor Pingalore referenced a memo dated May 19, 2014 from Interim City Administrator Meyer regarding German Days.

Interim City Administrator Meyer explained the German Days Committee has applied for the large assembly permit and road closure for the annual German Days celebration held in the downtown area on Friday and Saturday, June 20 -21, 2014. Her memo included a list of the proposed activities.

MOTION by Councilmember Coop, second by Councilmember Trost, to approve the Large Assembly Permit and Road Closure by German Days, Inc. for German Days Event with the contingencies as listed. ALL VOTED AYE. MOTION CARRIED.

8.3. Ordinance 14-05, Amending the Zoning Ordinance by Adding Language to Sections 1101, 1105, and 1106 Pertaining to Scrap Recycling Facilities.

Mayor Pingalore referenced a memo dated May 19, 2014 from Community Development Director Alger regarding Ordinance 14-05, scrap recycling facilities.

At the April 21, 2014 public hearing the Council motioned to table adoption of Ordinance 14-05, pending further research/information. There was concern that the language was not specific enough to regulate that the use must be located in a building and couldn't just operate on a vacant parcel in the community. The Council asked Staff to look into County licensing requirements for guidance on this and any other items that may leave gaps in the City's regulations. Staff reviewed the County licensing requirements and determined that their definition of "facility" did not necessarily include a physical building. Though licensing requirements provide for controls to make sure hazardous materials are appropriately handled and not creating environmental concerns, this didn't specify containment within a building. As such, Staff has amended the original definition of "Scrap Recycling Facility" to specify "facility" as "a building," which should address the concern. A couple of clarifying items were included, though the majority of the additional conditions are intended to focus the efforts of the operation within the building, with outdoor storage functioning more as a transition area. The Planning Commission reviewed the discussion of the Council and the proposed amendments to the original ordinance and recommended unanimous approval of the revised Ordinance 14-05.

MOTION by Councilmember Schneider, second by Councilmember Trost, to approve Ordinance 14-05, Amending the Zoning Ordinance by Adding Language to Sections 1101, 1105, and 1106 Pertaining to Scrap Recycling Facilities. ALL VOTED AYE. MOTION CARRIED.

8.5. Resolution 14-047 Award Bid for 2014 Seal Coat Project.

Mayor Pingalore referenced a memo dated May 19, 2014 from Interim City Administrator Meyer regarding the 2014 seal coat bid.

Interim City Administrator Meyer explained the bid opening for the 2014 seal coat project was held on May 1, 2014 with three bids received and analyzed as follows: Pearson Brothers, Inc. $64,271.30, Allied Blacktop Company $66,092.10, and Asphalt Surface Tech Corp. $68,351.70. The project was bid with an alternate for the Hickory Boulevard segment, but due to budget restraints, staff is recommending the award for the base bid only to the low bidder, Pearson Brothers, Inc. for the amount of $64,271.30.

MOTION by Councilmember Trost, second by Councilmember Coop, to approve Resolution 14-047 Award Bid for 2014 Seal Coat Project. ALL VOTED AYE. MOTION CARRIED.

8.6. Resolution 14-051 Awarding Bid for the Union Square Restroom Upgrade Project.

Mayor Pingalore referenced a memo dated May 19, 2014 from Public Works Superintendent Fahey regarding the remodeling of the Union Square restrooms.

Public Works Superintendent Fahey explained the Council authorized staff to advertise for bids to remodel the bathrooms at Union Square Park. The bids were received on May 14, 2014. The bids received were: Crosby Construction $130,680.00, CM Construction $144,800.00, and Ebert Construction $173,800.00. The Council set aside $50,000.00 for this remodel project and the City has budgeted $20,000.00 in the Capital Fund. Public Works Superintendent Fahey explained the bids came in higher than anticipated.

The Council discussed the bid amounts. Councilmember Trost inquired as to the reason for the high bids and whether it would be cheaper to build a new facility instead of retrofitting the old one. He also asked why the proposed cost for a restroom facility at the school athletic complex is so much less expensive than this project. Public Works Superintendent Fahey explained that it is a large restroom facility and the fixtures and upgrades are costly. Councilmember Chard concurred with comments made by Councilmember Trost and questioned whether there is a less expensive way to get the project done. Councilmembers Coop and Schneider agreed the high cost of project is difficult to justify.

No action was taken. Staff was directed to prepare a resolution rejecting all bids for adoption at the next council meeting.

8.7. Resolution 14-055 Approving Final Layout for Prairie Park.

Mayor Pingalore referenced a memo dated May 19, 2014 from Community Development Director Alger regarding the final layout for Prairie Park.

Community Development Director Alger explained the Park Board and Council approved the Prairie Park concept plan in May of 2013, with the recommendation to expand the footprint provided for playground area and move the restrooms closer to the shelter. A revision to the layout has been made since that time, along with some further discussion by the Public Works Committee regarding safety of the playground area. The play area footprint was increased, which made it necessary to switch the access for the privately owned shed, which is directly north of the playground area, from Ash Street to the parking lot (going west, instead of east). In review of the final layout the Public Works Committee has also asked the Park Board to make a recommendation on what, if any, safety improvements should be made now that the play area will be directly behind the bleachers. The options discussed were raising the backstop area with some type of net, or installing netting over the play area. The third alternative would be to do nothing at this time and move forward with installation of the playground equipment. Site prep for the play structure install is intended to commence in the next month. The Park Board recommended approval of the final layout, contingent upon review of the safety improvements.

Mayor Pingalore, who serves as the Park Board liaison, explained the Public Works Committee had expressed concern for the possibility of foul balls striking the playground area. The Park Board discussed this issue and will make a determination on netting or fencing when costs are obtained.

MOTION by Councilmember Coop, second by Mayor Pingalore, to approve Resolution 14-055 Approving Final Layout for Prairie Park, with the contingency that safety concerns are addressed. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.
1. Filing for Candidacy Opens Tuesday, May 20.
2. Memorial Day, City Offices Closed.
3. Design Committee, 5:15 p.m., Monday, June 2.
4. City Council, 6:30 p.m., Monday, June 2.
5. Work Session, 7:00 p.m., Monday, June 2.
6. Public Works, 11:00 a.m., Tuesday, June 3.
7. Filing for Candidacy Closes June 3.
8. Public Safety, 3:30 p.m., Monday, June 9.
9. EDA, 5:00 p.m., Monday, June 9.
10. Planning Commission, 7:00 p.m., Monday, June 9.

Mayor Pingalore announced the upcoming meetings as listed and noted that Public Works Superintendent Fahey will join him in the upcoming Coffee with the Mayor on June 5, 2014.

10. ADJOURN.

MOTION by Councilmember Coop, second by Mayor Pingalore, to adjourn at 7:38 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary