BELLE PLAINE CITY COUNCIL
REGULAR SESSION
JUNE 2, 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, June 2, 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, Police Chief Tom Stolee, City Engineer Joe Duncan and City Attorney Bob Vose. 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 May 19, 2014.
4.2. Resolution 14-056 Modifying Arts in the Parks Program Policy.
4.3. Resolution 14-057 Re-Appointing Kelsey Hutchins as Arts in the Park Program Consultant.
4.4. Resolution 14-058 Authorizing Modifications to Ballfield at Meadow Park.
4.5. Resolution 14-060 Rejecting All Bids for the Union Square Restroom Upgrade Project.
4.6. Calling for Public Hearing for Proposed Ordinance Amendment Pertaining to Tobacco Related Product Sampling.
4.7. Resolution 14-064 Adopting Sign Retro-Reflectivity Policy Meeting the Requirements in the Minnesota Manual on Uniform Traffic Control Devices.
4.8. Resolution 14-065 Appointing Seasonal Lifeguards for Community Pool for 2014.
4.9. Resolution 14-066 Approving Interim Building Inspection Services for the City of Victoria and Authorizing the Mayor and City Administrator to Execute Agreement.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve the consent agenda as follows: 4.1. Regular Session Minutes of May 19, 2014, 4.2. Resolution 14-056 Modifying Arts in the Parks Program Policy, 4.3. Resolution 14-057 Re-Appointing Kelsey Hutchins as Arts in the Park Program Consultant, 4.4. Resolution 14-058 Authorizing Modifications to Ballfield at Meadow Park, 4.5. Resolution 14-060 Rejecting All Bids for the Union Square Restroom Upgrade Project, 4.6. Calling for Public Hearing for Proposed Ordinance Amendment Pertaining to Tobacco Related Product Sampling, 4.7. Resolution 14-064 Adopting Sign Retro-Reflectivity Policy Meeting the Requirements in the Minnesota Manual on Uniform Traffic Control Devices, 4.8. Resolution 14-065 Appointing Seasonal Lifeguards for Community Pool for 2014, and 4.9. Resolution 14-066 Approving Interim Building Inspection Services for the City of Victoria and Authorizing the Mayor and City Administrator to Execute Agreement. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Community Services Department.

Community Services Director Nelson Ladd was present. The Council acknowledged receipt of the Community Services Department report.

5.2. Public Works Department.

Public Works Superintendent Al Fahey was present. Councilmember Chard expressed concern for the deep settling of the grass/sod on the 2013 street project. Public Works Superintendent Fahey will address this issue with the contractor. Mayor Pingalore and Public Works Superintendent Fahey stated there have been complaints from homeowners regarding the flash flooding that occurred when a reported nearly six inches of rain fell within a 48 hour period. The Council acknowledged receipt of the Public Works Department report.

5.3. City Engineer Report.

City Engineer Joe Duncan was present and reported a setback with the electrical service for the traffic light being installed at the TH169 ramp and East Main Street. The Council acknowledged receipt of the City Engineer report.

5.4. Administration Report.

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

6. PUBLIC FORUM.

6.1. RECOGNITION OF INVOLVED CITIZENS.

No one spoke during the open forum.

6.2. VISITOR'S REQUEST.

1. Pat O'Brien – The Placement of a Private Utility Shed at Meadow Park.

Interim City Administrator Meyer explained that an unauthorized shed was placed in Meadow Park. There are liability and legal issues with the shed and recommended the shed be removed from the premises.

Pat O'Brien, 104 Chatfield Circle, explained that he placed the shed at Meadow Park for the purpose of storing equipment for baseball games.

It was the consensus of the Council to have Mr. O'Brien remove the shed, gravel and equipment from Meadow Park within 24 hours, or the Public Works Department will remove it and invoice Mr. O'Brien for removal costs. The Council advised Mr. O'Brien to go through the proper channels for city approval if he wishes to pursue the placement of the shed permanently at Meadow Park. Mr. O'Brien stated he would comply.

7. PUBLIC HEARING.

7.1. Liquor License Renewals. The City Council will receive and consider public comment on the annual liquor license renewals for the period July 1, 2014 through June 30, 2015.

Interim City Administrator Meyer explained the annual renewal date of the liquor licenses is July 1, 2014 and a public hearing has been scheduled as required for the renewals. Police Chief Stolee has performed the necessary background checks and recommends approval.

Mayor Pingalore opened the public hearing at 6:48 p.m. and asked for public comment. There was no response.

MOTION by Councilmember Coop, second by Councilmember Schneider, to close the public hearing at 6:48 p.m. ALL VOTED AYE. MOTION CARRIED.

1. Resolution 14-059 Approving Annual Renewal of Liquor Licenses.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 14-059 Approving Annual Renewal of Liquor Licenses. ALL VOTED AYE. MOTION CARRIED.

8. BUSINESS.

8.1. Presentation of Claims.
1. Pay Request No. 1 from Mueller and Sons for $252,145.00 for the 2014 Street Improvement Project.
2. Pay Request No. 8 from Chard Tiling for $142,443.87 for the 2013 Street Improvement Project.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Pay Request No. 1 from Mueller and Sons for $252,145.00 for the 2014 Street Improvement Project. ALL VOTED AYE. MOTION CARRIED.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Pay Request No. 8 from Chard Tiling for $142,443.87 for the 2013 Street Improvement Project. ALL VOTED AYE. MOTION CARRIED.

MOTION by Councilmember Trost, second by Councilmember Coop, to approve the presentation of claims as presented. ALL VOTED AYE. MOTION CARRIED.

8.2. Ehlers and Associates, Todd Hagen.

Mayor Pingalore referenced a memo dated June 2, 2014 from Interim City Administrator Meyer regarding the bond pre-sale for the 2014 street project.

Interim City Administrator Meyer explained the City Council awarded the contract for the 2014 street reconstruction project on March 3, 2014 to Wm. Mueller and Sons, Inc. Funding for the project will be from general obligation bonds. The general obligation bonds will be repaid using special assessments and tax levy. As part of the bonding process it is appropriate for the Council to review the presale report prepared by Ehlers and Associates, and then call for the sale of the bonds.

Mayor Pingalore welcomed Mr. Todd Hagen, Ehlers and Associates.

Mr. Hagen explained that a rating call for the bond sale will be conducted by Standard and Poor with city staff next week. The results of the bids for the bond sale will be presented at the council meeting on June 16, 2014.

1. Resolution 14-063 Providing for the Sale of $1,460,000 G.O. Improvement Bonds, Series 2014A.

MOTION by Councilmember Trost, second by Councilmember Coop, to approve Resolution 14-063 Providing for the Sale of $1,460,000 G.O. Improvement Bonds, Series 2014A. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 14-062 Authorizing MNDOT Municipal Agreement for CSAH 3 Area Bridge.

Mayor Pingalore referenced a memo dated June 2, 2014 from Interim City Administrator Meyer regarding municipal funding agreement for the CSAH 3 bridge project.

Interim City Administrator Meyer explained that in an effort to spur economic development, improving safety and regional connectivity, the City has been pursuing a local street overpass on TH169 near CSAH 3. MNDOT offers municipal funding and part of that process is to for the City to complete the MNDOT Municipal Agreement Application. This application is a component of the Appendix E as required by MNDOT/Met Council. The resolution commits the City to the local street overpass to TH169 and is contingent upon receipt of the identified funding from other outside sources.

City Engineer Duncan explained the proposed resolution is a component of the MNDOT Appendix E regulations. He explained the resolution is similar to the one adopted a few years ago for the added traffic lane along East Main Street. The maximum amount funded by MNDOT through the municipal agreement is $700,000. The application is due by June 11, 2014, with award announced in September 2014.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 14-062 Authorizing MNDOT Municipal Agreement for CSAH 3 Area Bridge. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.
1. Public Works, 11:00 a.m., Tuesday, June 3.
2. Candidacy Closes at 5:00 p.m., Tuesday, June 3.
3. Park Board Walking Tour, 5:00 p.m., Tuesday, June 3.
4. Public Safety, 3:30 p.m., Monday, June 9.
5. EDA, 5:00 p.m., Monday, June 9.
6. Planning Commission, 7:00 p.m., Monday, June 9.
7. Park Board, 5:00 p.m., Monday, June 16.
8. City Council, 6:30 p.m., Monday, June 16.

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Pingalore, to adjourn at 7:03 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary