BELLE PLAINE CITY COUNCIL
REGULAR SESSION
JULY 2, 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, July 2, 2012 at 6:00 p.m. in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Vice Mayor Cary Coop called the meeting to order with Councilmembers Gary Trost, Scott Schneider, Paul Chard and Michael Pingalore present. Mayor Tim Lies was not present.

Also present were City Administrator David Murphy, Public Works Superintendent Al Fahey, Finance Director Dawn Meyer, Police Chief Tom Stolee and City Attorney Bob Vose. Zachary Schoenecker served as the video recording operator.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of June 18, 2012.
4.2. Resolution 12-080 Adopting Special Assessment for Water Line Repair at 200 East Pine Street.
4.3. Amending the City's Capital Improvement Plan to Include Stormwater Management Plan Projects.

MOTION by Councilmember Chard, second by Councilmember Pingalore, to approve the consent agenda as follows: 4.1. Regular Session Minutes of June 18, 2012, 4.2. Resolution 12-080 Adopting Special Assessment for Water Line Repair at 200 East Pine Street, and 4.3. Amending the City's Capital Improvement Plan to Include Stormwater Management Plan Projects. 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 and reported the Public Works Department has completed the task of picking up brush at curbside resulting from the recent storm damage. The fiber optic cable has been installed, allowing for completion of the move of his office to the facility at 891 Diversified Drive. Councilmember Pingalore complimented staff on the excellent communication and organization of the Emergency Operation Center process for the recent storm damage. Councilmember Schneider concurred. The Council acknowledged receipt of the Public Works Department report.

5.3. City Administration Report.

City Administrator David Murphy was present. He reported that the Mediacom Cablevision audit indicates the City was underpaid in commission fees by approximately $25,000. Vice Mayor Coop recommended staff ensure better communication with residents on Sunrise Lane regarding storm water drainage and suggested continual email messages that provide updates to the affected property owners on the City's activities related to storm water issues. Vice Mayor Coop expressed dismay with the recent State DEED application for grant funding for the CSAH 3 overpass. The Council approved staff's request to proceed with the application at the June 18, 2012 council meeting. Since that time, staff has advised that a resolution is required from the council with a commitment for the funding and identify funding sources. Vice Mayor Coop questioned whether disciplinary action for staff members is in order and if a closed personnel committee meeting should be scheduled. City Administrator Murphy replied that steps will be taken to prevent this from occurring in the future and he did not believe this issue warranted any disciplinary measures for staff members. City Administrator Murphy explained the funding requirement should have been caught at various staff levels, including his review of the application. Councilmember Pingalore commented that this was an oversight by staff and the council should just "move on" and no disciplinary action is needed. Councilmember Schneider concurred, and asked that a copy of the grant application be provided, if this issue is placed on the next council agenda.

The Council acknowledged receipt of the City Administration report.

6. PUBLIC FORUM.

No one spoke at the public forum.

7. PUBLIC HEARINGS – NONE SCHEDULED.

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. Card Reader Access.

Vice Mayor Coop referenced a memo dated July 2, 2012 from City Administrator Murphy regarding card reader access.

City Administrator Murphy explained that Council Member Pingalore requested that this item be on the agenda for discussion. This issue was brought to the March 26, 2012 city council workshop meeting for discussion and at that time, it was the consensus of the council to not bring this item forward. Since the item was discussed last, the City Administrator Murphy has obtained an additional quote from Identisys for a similar security system. The proposals were Floyd Security at $20,269, Pro-Tec at $43,182.16, and Identysis at $52,629.13. The systems allow for controlled access to the city buildings and will track when employees enter each building and also allow for easy deactivation of cards when an employee is no longer employed by the city. The card maker system that is currently being utilized for the pool passes is compatible with both systems to make the employee cards. City Administrator Murphy explained that if the card reader access purchase is approved, staff will delay other planned upgrades and improvements in the city's electronic systems until 2013. Budgeted funds are available to cover the cost.

Councilmember Trost asked if a computer is needed and how it sends signals. City Administrator Murphy explained yes, one computer at city hall is required. City Administrator Murphy explained the communication process, including the "hot spot" door and a drone door. The card itself collects the data. Councilmember Schneider explained that initially he did not support the card reader access program, but now believes the system has merit for the city. Public Works Superintendent Fahey explained the expense incurred with current system of replacing key sets and supported the card reader access as an investment. Councilmember Pingalore supported the card reader access, especially for security reasons for the police department. Finance Director Meyer explained that the system will provide employee time tracking.

MOTION by Councilmember Pingalore, second by Councilmember Schneider, to authorize staff to proceed with the card reader access for city buildings from Floyd Security at a cost of $20,269. Councilmember Trost VOTED NAY. ALL OTHERS VOTED AYE. MOTION CARRIED.

8.3. Pool Related Expenses.

Vice Mayor Coop referenced a memo dated July 2, 2012 from Community Development Director Rosenfeld regarding the purchase of picnic tables and umbrellas for the pool commons area.

In the absence of Community Development Director Rosenfeld, City Administrator Murphy explained the request came forward by Councilmember Pinglaore at the Park Board meeting on June 25, 2012 for the purchase of picnic tables and umbrellas for shade and an eating area at the swimming pool commons area. The hope was to purchase three tables with umbrellas for each. Consensus at the Park Board was to move forward with the purchase of the tables and umbrellas, as well as an eating area within the pool commons area. An amount was not discussed, but was to be brought back to the July Park Board meeting. After more discussion by staff after the meeting, it was the consensus to bring this forward to the Council, requesting funds were utilized from the swimming pool capital fund, rather than park funds. Funds have not been utilized from the park fund for equipment at the pool. Quotes are currently being obtained and may be available at the meeting for review. The Chamber of Commerce may also be interested in assisting with the picnic table/umbrella purchase. The Chamber has a pool fund that was set up for a fundraising account to assist with improvements or enhancements to the pool area. Recall, the patio outside the entrance to the pool was donated by the Chamber of Commerce pool fund. The Chamber’s next board meeting is July 9, 2012. The City will be asking the Chamber if they would be willing to assist with this a cost share in this project, as they have shown recent interest in utilizing this fund for improvements to the pool area. Staff recommends the Council authorize a “not to exceed amount” of $1500 for the purchase of picnic tables and umbrellas for the pool commons area, with a requested match from the Chamber of Commerce pool fund of $1500.

Public Works Superintendent Fahey said the picnic tables will be placed in an area that has been sectioned off as recommended by the Minnesota Department of Health. Vice Mayor Coop reported that two of his constituents inquired about whether the tables and umbrellas will withstand strong winds. Public Works Superintendent Fahey explained that the proposed equipment is commercial grade.

MOTION by Councilmember Pingalore, second by Councilmember Trost, to authorize staff to proceed with the purchase of picnic tables and umbrellas for the community pool commons area at a cost not to exceed $1,500, with a cost share match with the Chamber of Commerce. ALL VOTED AYE. MOTION CARRIED.

Recess Regular Session.

City Attorney Vose explained that at the council meeting on June 18, 2012, Belle Plaine Township Board member Kevin Slack advised of a disagreement between their attorney and the City attorney. City Attorney Vose said he was not aware of any disagreement. The City then received a resolution from the Township stated that the City is compelled to annex a portion of Belle Plaine Trail and City Attorney Vose understood that to be threatened litigation. It was the consensus of the council to conduct a closed session to allow for discussion.

Vice Mayor Coop recessed the regular session at 6:50 p.m.

8.4. Closed Session.

1. Discussion on Potential Litigation Regarding Annexation.

Vice Mayor Coop convened the closed session at 6:58 p.m. with Councilmembers Gary Trost, Scott Schneider, Paul Chard and Michael Pingalore present. Also present were City Administrator David Murphy, Public Works Superintendent Al Fahey, Finance Director Dawn Meyer and City Attorney Bob Vose.

Those present discussed Belle Plaine Trail as it relates to the Orderly Annexation Agreement between the City and Belle Plaine Township.

MOTION by Councilmember Trost, second by Councilmember Pingalore, to adjourn the closed session at 7:11 p.m. ALL VOTED AYE. MOTION CARRIED.

Reconvene Regular Session.

Vice Mayor Coop reconvened the regular session at 7:11 p.m.

City Attorney Vose referenced a letter dated June 29, 2012 from Gary Schmitz, Chairman of Belle Plaine Township Board, which was a new proposal regarding improvements, maintenance and annexation of Belle Plaine Trail. Public Works Superintendent Fahey explained the Township has been maintaining the gravel portion of Jason Avenue/Century Street/Kittson Blvd. and that the City doesn’t have the equipment to maintain gravel roads. He also noted that if Belle Plaine Trail is improved, he recommended the City post weight restrictions to prohibit large trucks from damaging the roadway.

Vice Mayor Coop recommended the Council come to some type of consensus regarding Belle Plaine Trail. Councilmember Schneider voiced his opinion that he did not favor annexation of Belle Plaine Trail and asked for detailed costs related to future maintenance of the roadway. Councilmember Pingalore agreed that exact cost figures are needed, favored annexation of Belle Plaine Trail, an agreement for ongoing maintenance of Jason Avenue, and supported posting weight restrictions. Councilmember Chard agreed with a 5-ton road posting, annexation, and obtaining cost figures for the future maintenance. Vice Mayor Coop was opposed to annexation and supports the concept that each entity be responsible for their portion of the road, would like detailed costs associated with road maintenance, and commented the 5-ton weight restriction would make it difficult for the area farmers. Councilmember Trost supports annexation and future maintenance by the City, and was in favor of the resolution submitted by the Township.

Councilmember Schneider commented that there is a Township Board meeting scheduled for July 3, 2012 and would like the Township to be aware of the proposed 5-ton weight restriction. Vice Mayor Coop explained the Belle Plaine Trail issue will be placed on the council agenda for July 16, 2012 for action.

9. ADMINISTRATION.
9.1. Upcoming Meetings.
1. EDA, 5:00 p.m., Monday, July 9.
2. Planning Commission, 7:00 p.m., Monday, July 9.
3. Public Works, 11:00 a.m., Tuesday, July 10.
4. Public Safety, 4:00 p.m., Wednesday, July 11.
4. Design Committee, 5:00 p.m., Monday, July 16.
6. City Council, 6:00 p.m., Monday, July 16.

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Trost, second by Councilmember Pingalore, to adjourn at 7:45 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary