BELLE PLAINE CITY COUNCIL
REGULAR SESSION
SEPTEMBER 6, 2011

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 Tuesday, September 6, 2011 at 6:30 p.m. at the Government Center, 218 North Meridian Street, Belle Plaine, MN. Mayor Tim Lies called the meeting to order with Councilmembers Gary Trost, Cary Coop, Paul Chard, Scott Schneider and Michael Pingalore present.

Also present were City Administrator David Murphy, Community Development Director Trisha Rosenfeld, Finance Director Dawn Meyer, Police Chief Tom Stolee, City Engineer Joe Duncan and City Attorney Bob Vose. Beth Dempsey 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 August 15, 2011.
4.2. Approving 3.2% Beer License for Our Lady of the Prairie Church for Fall Festival on September 11, 2011.
4.3. Resolution 11-098 Appointing Corry Retzer as Part-Time Police Officer with the Belle Plaine Police Department.
4.4. Resolution 11-099 Authorizing the Preparation of Plans and Specifications for the 2011 Storm Water Drainage Improvement Project.
4.5. Resolution 11-100 Approving Charitable Gambling Premises Permit by the Belle Plaine Friends of the Library at the Red Door Bar.
4.6. Resolution 11-101 Approving Charitable Gambling Premises Permit by the Belle Plaine Friends of the Library at Sparetime Tavern.
4.7. Resolution 11-102 Approving Charitable Gambling Premises Permit by the Belle Plaine Friends of the Library at Borough Bowl.
4.8. Resolution 11-103, Authorizing Mayor and City Administrator to Enter into Cooperative Agreement No. 99454 with MnDOT for TH25 Lane Addition Project.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve the consent agenda as follows: 4.1. Regular Session Minutes of August 15, 2011, 4.2. Approving 3.2% Beer License for Our Lady of the Prairie Church for Fall Festival on September 11, 2011, 4.3. Resolution 11-098 Appointing Corry Retzer as Part-Time Police Officer with the Belle Plaine Police Department, 4.4. Resolution 11-099 Authorizing the Preparation of Plans and Specifications for the 2011 Storm Water Drainage Improvement Project, 4.5. Resolution 11-100 Approving Charitable Gambling Premises Permit by the Belle Plaine Friends of the Library at the Red Door Bar, 4.6. Resolution 11-101 Approving Charitable Gambling Premises Permit by the Belle Plaine Friends of the Library at Sparetime Tavern, 4.7. Resolution 11-102 Approving Charitable Gambling Premises Permit by the Belle Plaine Friends of the Library at Borough Bowl, and 4.8. Resolution 11-103, Authorizing Mayor and City Administrator to Enter into Cooperative Agreement No. 99454 with MnDOT for TH25 Lane Addition Project. 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 not present. The Council acknowledged receipt of the Public Works Department report.

5.3. City Engineer Report.

City Engineer Joe Duncan was present. Councilmember Trost stated he will contact Public Works Superintendent Fahey regarding a report of assistance with the removal of fire hydrants by the public works department during the street improvement project. Councilmember Trost also questioned the authorization to mark the East Commerce Drive right-of-way by the City Engineer. The Council acknowledged receipt of the Engineer Report.

5.4. City Administration Report.

City Administrator David Murphy was present. The Council acknowledged receipt of the City Administration report.

6. PUBLIC FORUM.

Mr. Matt Saxe, Saxe Chevrolet, requested the council approve the request for the purchase of a new Tahoe to serve as a police squad for the Belle Plaine Police Department.

1. Proclamation – Constitution Week – September 17 – 23.

Mayor Lies read the Proclamation for the recognition of the anniversary of the framing of the U. S. Constitution as requested by the Daughters of the Revolution.

7. PUBLIC HEARINGS – NONE SCHEDULED.

8.BUSINESS.

8.1. Presentation of Claims.
1. Pay Request No. 1 by Chard Tiling for $184,606.34 for the 2011 Street Improvement Project.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve the Presentation of Claims and Pay Request No. 1 by Chard Tiling for $184,606.34 for the 2011 Street Improvement Project. ALL VOTED AYE. MOTION CARRIED.

8.2. Resolution 11-096 Adopting 2012 Preliminary Budget and Levy.

Mayor Lies referenced a memo dated September 6, 2011 from Finance Director Meyer regarding the proposed 2012 budget and levy.

Finance Director Meyer explained that on August 22, 2011, the City Council and department heads held a budget workshop to address the 2012 preliminary budget and levy. After discussion it was recommended that the preliminary 2012 budget and levy be approved by the city council. The 2012 preliminary budget and levy must be certified to the county by September 15, 2011. Once the preliminary budget and levy have been certified, the city council and department heads will need to schedule a final budget workshop in October or November to review, prior to final adoption. The preliminary 2012 budget and levy may be reduced prior to finalizing, but it may not be increased.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 11-096 Adopting 2012 Preliminary Budget and Levy. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 11-097 Approving 20-Year Contract for Emergency Medical Services with Ridgeview Medical and Authorizing the Mayor and City Administrator to Execute Agreement.

Mayor Lies referenced a memo dated September 6, 2011 regarding the proposed contract with Ridgeview Medical for emergency response services.

City Administrator Murphy explained the City of Belle Plaine and Ridgeview Medical entered into a contract that took effect on January 1, 2008. The contract specifies that Ridgeview shall provide emergency medical services for the Belle Plaine service area and that the City provides housing, garage space and utilities. The current contract is set to expire on December 31, 2012. The contract also has a provision that if the contract is to be terminated for non-performance issues that a one year notice must be given. Ridgeview and City staff began discussion of extending the contract early this year. The major change to the contract was extending the term to 20 (twenty) years. Some minor language changes were made to clarify intentions and update language. The new contract is proposed to go into effect on October 1, 2011 and run through September 30, 2031. This contract has been approved by City Attorney Vose in regards to form and content.

Ridgeview Ambulance Director Darel Radde was present.

Mayor Lies asked how a “deficiency” is determined. City Attorney Vose explained that this is a matter of contract law. A dispute may proceed to mediation. Councilmember Trost requested that the local police and fire department personnel use the training services provided by Ridgeview Medical. He also requested that city employees be offered free CPR training.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 11-097 Approving 20-Year Contract for Emergency Medical Services with Ridgeview Medical and Authorizing the Mayor and City Administrator to Execute Agreement. ALL VOTED AYE. MOTION CARRIED.

8.4. Authorizing the Purchase of Police Squad.

Mayor Lies referenced a memo dated September 6, 2011 regarding the purchase of a police squad.

Police Chief Stolee explained that on August 24, 2011 the Public Safety committee met and discussed replacement of Belle Plaine Police Department squad, a 2004 Chevrolet Impala currently with 135,426 miles on it. The amount of $31,000.00 was budgeted for the purchase of the squad car for 2011. A state bid quote was received from Matt Saxe Chevrolet for a 2012 Chevrolet Tahoe special service vehicle. The initial MSRP pricing of the Tahoe is $39,006.00 and after reductions and title fees the purchase price of the vehicle is $30,240.50. Equipment will be used from the 2004 Chevrolet Impala to assist in outfitting the Tahoe and any additional lighting needed will be taken from the forfeiture fund. The Police Department has a need for a four- wheel drive vehicle as currently during snow storms officers are driving a public works pickup truck. The Police Department can also utilize the Tahoe for picking up bicycles, hauling large evidence items, hauling the speed trailer and disaster response for emergency preparedness which meets the mitigation plan for the City of Belle Plaine. The new city logo will be incorporated with the graphics on this squad car.

Councilmember Trost commented that Chevrolet Traverse model serves as a patrol vehicle in addition to the Tahoe. He asked how the City disposes of the old squad. City Administrator Murphy explained the City generally utilizes a local auction service for the sale of unneeded vehicles.

MOTION by Councilmember Schneider, second by Councilmember Coop, to authorize the purchase of a Chevrolet Tahoe to serve as a police squad at the state bid price $30.240.50 plus applicable sales tax, from Matt Saxe Chevrolet. ALL VOTED AYE. MOTION CARRIED.

8.5. Authorize the Purchase of Fire Control Sprayer and Trailer for the Belle Plaine Fire Department.

Mayor Lies referenced a memo dated September 6, 2011 from Fire Chief Randy Koepp.

Fire Chief Koepp explained a fire control sprayer would allow the fire department to expand the use of the current Rhino equipment. A trailer will allow the fire department to transport the Rhino in a more safe and consistent manner. The low quote was received from Minnesota Wanner Company for the control sprayer at a cost of $3,395.00 and that state bid price for the trailer at $3,000.00 through Ace Trailer Company. The Belle Plaine Rural Fire Association supports the purchase of this capital equipment expenditure.

MOTION by Councilmember Trost, second by Councilmember Pingalore, to authorize the purchase of a control sprayer at a cost of $3,395.00 from Minnesota Wanner Company and trailer at a cost of $3,000.00 from Ace Trailer Company, plus applicable sales tax, for the Belle Plaine Fire Department, with cost share by the Rural Fire Association. ALL VOTED AYE. MOTION CARRIED.

8.6. Payment of Monthly Bills for Hillstrom Historical House.

Mayor Lies referenced a memo dated September 6, 2011 from City Administrator Murphy regarding utility bills at the Hillstrom Historical House.

City Administrator Murphy explained the Historical House is City owned property but was operated by the Belle Plaine Historical Society. The City currently pays for the electricity, insurance and maintenance. The Historical Society has in the past paid for the phone line, security and gas bills and now the Historical Society has requested that the City pay for these bills. A summary of the estimated costs for the upcoming 2012 was $1,530.00.

Councilmember Pingalore questioned the financial status of the Historical Society and their anticipated revenues. City Administrator Murphy explained that the Historical Society had conducted charitable gambling which provided funding for the operation of the Historical House, however, they no longer are enrolled with charitable gambling. Mayor Lies explained that he is on the Historical Society Board of Directors and commented the responsibilities between the City and Historical Society appear to be confusing. Councilmember Coop explained that revenues are very limited, mostly the result of tour admissions. Councilmember Trost suggested the Historical Society seek donations from the Chamber of Commerce and Friends of the Library, both of which have charitable gambling operations

MOTION by Councilmember Pingalore, second by Councilmember Trost, to table action until September 19, 2011 to allow time for staff to gather further information. ALL VOTED AYE. MOTION CARRIED.

Staff was directed to provide an estimated amount of anticipated revenues for 2012 and the promotional plans of the Historical Society.

Mayor Lies invited the City Council to attend the Historical Society meeting scheduled for 7:00 p.m. on Thursday, October 6, 2011 at the Museum House at Court Square.

8.7. Resolution 11-095 Authorizing Government Center Façade Improvement Project.

Mayor Lies referenced a memo dated September 6, 2011 from Community Development Director Rosenfeld regarding proposed façade improvement.

Community Development Director Rosenfeld explained the City Council discussed the recommendation from the Design Committee and safety concerns to the north side of the government center building at the August 15 meeting. After further discussion, staff was directed to prepare the cost estimate and funding sources, including inter-fund loan if necessary, for the Government Center façade improvement project as recommended by the Design Committee, including addressing the safety concerns associated with the facility. On August 22, 2011 the Finance Ways and Means Committee met to discuss the immediate financing of the proposed Government Façade Project and recommended expenditure from a spend down of the general fund and the capital improvement fund. The low quote for the proposed façade project is from Gary Crosby Construction and Acme Awnings for an estimated cost of $51,376.00. The estimated cost for the safety improvements on the north side of the building is $6,000.00, for total costs of an estimated $58,000.00. The Finance Ways and Means recommends that in order to proceed with the entire project now the City will utilize a spend down of $30,000 from the General Fund's fund balance and current budgeted capital funds with a delay in other planned capital expenditures.

Mayor Lies commented that this project will have a minimal impact on the City's budget.

MOTION by Councilmember Schneider, second by Councilmember Coop, to approve Resolution 11-095 Authorizing Government Center Façade Improvement Project. Councilmembers Chard and Trost VOTED NAY. ALL OTHERS VOTED AYE. MOTION CARRIED.

Recess Regular Session.

Mayor Lies recessed the regular session at 7:27 p.m.

8.8. Closed Session.

Mayor Lies convened the closed session at 7:35 p.m. with Councilmembers Chard, Coop, Schneider, Pingalore and Coop present. Also present were City Administrator Murphy, Finance Director Meyer, Community Development Director Rosenfeld and City Attorney Bob Vose.

The Council and staff discussed potential property acquisition.

Reconvene Regular Session.

At 7:42 p.m., Mayor Lies adjourned the closed session and reconvened the regular session.

9. ADMINISTRATION.

9.1. Upcoming Meetings.
1. Public Safety, 6:00 p.m., Wednesday, Sept. 7.
2. EDA, 5:00 p.m., Monday, Sept. 12.
3. Planning Commission, 7:00 p.m., Monday, Sept. 12.
4. Design Committee, 5:00 p.m., Monday, Sept. 19.
5. City Council, 6:30 p.m., Monday, Sept. 19.

The Council was reminded of the upcoming meetings as listed.

Councilmember Trost suggested the Council discuss the erosion of South Creek Ravine as requested in a recent letter from Harold Edberg and David Edberg. It was the consensus of the Council to direct this issue to the Public Works Committee for further review.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Schneider, to adjourn at 7:47 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary