BELLE PLAINE CITY COUNCIL
REGULAR SESSION
SEPTEMBER 19, 2016

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, September 19, 2016 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 Henry Pressley, Jr. present.

Also present were Interim City Administrator Dawn Meyer, Public Works Superintendent Al Fahey, Community Development Director Cynthia Smith Strack, Police Chief Tom Stolee, City Engineer Joe Duncan. City Attorney Bob Vose was not present. Wanda Savage served as the video recording operator.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of September 6, 2016.
4.2. Work Session Minutes of September 6, 2016.
4.3. Resolution 16-114 Call for Public Hearing for Final Assessment for the 2016 Street Improvement Project.
4.4. Resolution 16-115 Adopting Policy Pertaining to Financing of Certain Water and Sewer Connection Fees.
4.5. Resolution 16-116 Adopting Special Assessment for Delinquent Fire Bill.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve the consent agenda as follows: 4.1. Regular Session Minutes of September 6, 2016, 4.2. Work Session Minutes of September 6, 2016, 4.3. Resolution 16-114 Call for Public Hearing for Final Assessment for the 2016 Street Improvement Project, 4.4. Resolution 16-115 Adopting Policy Pertaining to Financing of Certain Water and Sewer Connection Fees, and 4.5. Resolution 16-116 Adopting Special Assessment for Delinquent Fire Bill. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Ridgeview Ambulance provided a written monthly report. 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 Cynthia Smith Strack was present. The Council acknowledged receipt of the Community Development Department report.

6. PUBLIC FORUM.

6.0. RECOGNITION OF INVOLVED CITIZENS.

No one spoke at the public forum.

7. PUBLIC HEARINGS.

7.1. Preliminary Plat – Buesgens Commercial Center. The City Council will consider public comment on a request by Les Buesgens for a preliminary plat of "Buesgens Commercial Center" at Enterprise Drive and Hickory Boulevard.

Mayor Pingalore referenced a memo dated September 19, 2016 from Community Development Director Smith Strack regarding the preliminary plat for Buesgens Commercial Center.

Community Development Director Smith Strack explained that preliminary plat for Buesgens Commercial Center was drafted by the City Engineer's office and was paid for through a grant from Scott County's EDI program. The local match for plat development is being paid by the property owner. The purpose of the plat is to create shovel ready lots as opposed to accommodate a specific project at this time. Community Development Director Smith Strack explained the location of the proposed plat, consisting of 40 acres traversed by Enterprise Drive and Hickory Boulevard. The proposed plat results in four commercial lots ranging from approximately six acres to 11 acres. Street and utility extension information for the extension of Enterprise Drive to the east is on-going.

Community Development Director Smith Strack further explained that Blocks One and Three are improved. Construction of the projection of Enterprise Drive to the east and utility installation will be driven by development of Blocks Two and Four. Any development on Block Two or Four will require construction of Enterprise Drive east of Hickory Boulevard and extension of utility mains to the easternmost property line. The City Engineer indicates development in Blocks Two and Four (depending on construction type i.e. at grade vs. full basement) should be accommodated by existing sanitary conveyance system as opposed to necessitating the extension of the northern sanitary interceptor sewer. Improvements necessitated by development in Block Two and Four will be financed primarily by the benefitting properties with public participation in oversizing of roads and utility mains. The plat illustrates right-of-way for the projection of Enterprise Drive to the east and for incorporation of potential round-abouts at Hickory & Enterprise and Hickory Blvd and Main/64. Intersection changes, if and when they occur, will be dependent on traffic generation. Traffic analysis will be conducted as infill and development occurs. The property owner is working on clarifying a roadway easement agreement with property owners west of Lot 1, Block One. Access to Lot 1, Block One will be from shared entryway to Coborns and McDonalds commercial center. Access to Lot 1, Block Three should align with the existing shared accessed to the north. Access to Blocks Two and Four from Enterprise Drive will be development driven. The Park Board recommended fee in lieu of parkland dedication. At this time the net developable acreage (minus pipeline easement and stormwater pond) is 29.41 acres. Fee in lieu is $2,935/acre for an estimated total of $86,318.35. The Park Board also recommended sidewalks and trails as it relates to the proposed plat. Street lighting adjacent to the extension of Enterprise Drive will be addressed by Xcel Energy when improvements occur.

Mayor Pingalore opened the public hearing at 6:47 p.m. and asked for public comment. There was no response.

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

7.1.1. Resolution 16-117 Approving Preliminary Plat for Buesgens Commercial Center.

MOTION by Councilmember Coop, second by Councilmember Trost, to approve Resolution 16-117 Approving Preliminary Plat for Buesgens Commercial Center, with the recommendation of the Park Board for the addition of trail north of Enterprise Drive adjacent to Blocks One and Two, and placement of sidewalk south of Enterprise Drive adjacent to Block Four and a trail south of CR 6/64 adjacent to Block Two. ALL VOTED AYE. MOTION CARRIED.

7.2. Liquor License. The City Council will consider public comment on a request by HRF Management, LLC, Ron Fry, dba Borough Bowl, 235 South Ash Street, Belle Plaine, MN, for on and off sale and Sunday intoxicating liquor licenses.

Mayor Pingalore referenced a memo dated September 19, 2016 from Interim City Administrator Meyer regarding a request for liquor licenses.

Interim City Administrator Meyer explained that a public hearing has been scheduled to consider public comment on a request by Ron Fry, HRF Management, LLC, dba Borough Bowl, 235 South Ash Street, for on and off sale and Sunday liquor licenses. Police Chief Stolee has conducted the required background investigation and recommends the City Council proceed with approval. The current liquor establishment at that address is owned by Judy Otto, dba Borough Bowl, and the City has obtained a written statement from Ms. Otto of her intent to sell the existing business to Ron Fry.

Mayor Pingalore opened the public hearing at 6:51 p.m. and asked for public comment. There was no response.

MOTION by Councilmember Trost, second by Councilmember Coop, to close the public hearing at 6:52 p.m. ALL VOTED AYE. MOTION CARRIED.

7.2.1. Resolution 16-118 Approving Liquor License for Ron Fry, HRF Management, LLC dba Borough Bowl, 235 South Ash Street.

MOTION by Councilmember Trost, second by Councilmember Coop, to approve Resolution 16-118 Approving Liquor License for Ron Fry, HRF Management, LLC dba Borough Bowl, 235 South Ash Street. ALL VOTED AYE. MOTION CARRIED.

8. BUSINESS.

8.1. Presentation of Claims.

Councilmember Chard inquired about the cost for cleaning the carpets at the community library. Public Works Superintendent Fahey explained the details.

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

8.2. Update on Plans and Specs and Authorizing Soliciting of Quotes for the Downtown Tree Uplighting Project.

Mayor Pingalore referenced a memo dated September 19, 2016 from City Engineer Duncan regarding the proposed downtown tree uplighting project.

City Engineer Duncan explained that on August 15, 2016 the City Council passed Resolution 16-106 authorizing the City Engineer to proceed with design and specifications for the Downtown Lighting Streetscape Project. The design would “uplight” the existing trees in the downtown area - defined as one block east, south and west as well as two blocks north of the Main/Meridian Street intersection. The design would also include areas of decorative walk adjacent to each tree as a function of installation of the fixtures. Following the September 6th meeting, a local vendor demonstrated an RBGW LED Bluetooth fixture. Feedback on light intensity was received as good with less than expected washout from the existing streetlights. The color, intensity and beam angle selection was made using an application installed on a cellular device and functioned well.

City Engineer Duncan presented plans and specifications to receive quotes from general contractors for the installation of the lights, associated electrical work and decorative walk. The quote solicitation requests a construction amount for work associated with all 14 trees in the defined area, as well as a construction amount for the work if restricted to the eight trees in the immediate vicinity of the Main/Meridian Street intersection. The cost estimates that have been prepared are based on a typical bidding environment. Including factors to account for a compressed construction schedule near the end of the construction season would be mostly speculative. Many contractors that perform this type of work and would normally be interested in submitting quotes for this project are currently engaged through the duration of this construction season. City Engineer Duncan expressed concern for the timing of the project. For this reason, an alternative completion date of June 16, 2017 was also proposed.

City Engineer Duncan further explained that a hardwired system was briefly discussed prior to the fixture demonstration on September 6th. Wiring conduit does exist downtown and has the ability to include a control wire. A hardwired system brings increased functionality (time, color, intensity programming) as compared to one consisting of Bluetooth controlled fixtures. In addition, there are several light manufacturers that could furnish approved fixtures resulting in more competition and hopefully more favorable pricing. Additional time would be required to design this type of system as well as coordinate with Xcel Energy, the owner of the existing lights and power feed. Preliminary costs indicated wireless/Bluetooth for uplighting eight trees at $60,245; 14 trees at $98,605. The hard-wiring project had an estimate of $146,300.

Public Works Superintendent Fahey recommended that hard-wiring be considered for the project. There is potential for time-consuming labor with the wireless option due to its manual operation. He explained that all street lights are hard-wired and there is a long-term benefit for this method. Mayor Pingalore commented that it may be prudent to wait until a downtown reconstruction project occurs for the hard-wire option. Councilmember Coop was hesitant about investing in the wireless/Bluetooth option due to potential changes in technology in the near future. Councilmembers Trost, Chard and Pressley agreed with the concept of hard-wiring, but were hesitant due to high cost. City Engineer Duncan and Public Works Superintendent Fahey explained that at this point, they have not met with Xcel Energy and offered to obtain further details. It was the consensus to delay action on this issue until Staff provides further details from Xcel Energy as to the hard-wiring of the uplighting system.

9. ADMINISTRATION.

9.1. Upcoming Meetings.

1. Public Works Committee, 11:00 am, Tuesday, September 20.
2. BP Festival & Events, Half Marathon & 5K, Saturday, October 1.
3. Design Committee, 5:15 pm, Monday, October 3.
4. City Council, 6:30 pm, Monday, October 3.
5. Work Session, 6:45 pm, Monday, October 3.
6. Public Works, 11:00 am, Tuesday, October 4, tentative.
7. Public Safety, TBD.
8. Candidate Forum, League of Women Voters, 7:00 pm, Thursday, October 6 (Council Chambers).

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Pressley, to adjourn at 7:14 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary