

**BELLE PLAINE CITY COUNCIL
REGULAR SESSION
NOVEMBER 3, 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, November 3, 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, Scott Schneider and Paul Chard present.

Also present were City Administrator Holly Kreft, Public Works Superintendent Al Fahey, Community Development Director Chelsea Alger, Police Chief Tom Stolee, City Engineer Joe Duncan and City Attorney Bob Vose. Wanda Savage 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 and Closed Session Minutes of October 20, 2014.**
- 4.2. Resolution 14-118 Approving Purchase Agreement for 702 South Meridian Street.**
- 4.3. Resolution 14-119 Approving Purchase Agreement for 100 South Meridian Street.**
- 4.4. Resolution 14-120 Adopting Assessment Roll for Delinquent Water and Sewer Accounts.**
- 4.5. Authorize Staff to Proceed with Local Road Improvement Plan Application.**
- 4.6. Resolution 14-124 Accepting Donation from Farm League, LLC for Tiger Park Restroom Project.**
- 4.7. Resolution 14-125 Appointing Officers for the Belle Plaine Fire Department.**
- 4.8. Resolution 14-126 Authorizing the Mayor and City Administrator to Execute the Chestnut Ravine Supplemental Project Agreement with Scott County.**
- 4.9. Resolution 14-121 Appointing Sieben and Faraday as Seasonal Employees with the Public Works Department.**
- 4.10. Resolution 14-127 Declaring Start and Ending Times for Council Meetings.**
- 4.11. Approving Large Assembly Permit for Streets of Hope Outreach for Event Located at River Rock Vacant Land.**

Councilmember Chard requested that consent agenda item "Resolution 14-119 Approving Purchase Agreement for 100 South Meridian Street" be moved to the business portion of the agenda.

MOTION by Councilmember Coop, second by Councilmember Schneider, to move "Resolution 14-119 Approving Purchase Agreement for 100 South Meridian Street" to the business portion of the agenda and approve the remaining consent agenda as follows: 4.1. Regular and Closed Session Minutes of October 20, 2014, 4.2. Resolution 14-118 Approving Purchase Agreement for 702 South Meridian Street, 4.3. Resolution 14-120 Adopting Assessment Roll for Delinquent Water and Sewer Accounts, 4.4. Authorize Staff to Proceed with Local Road Improvement Plan Application, 4.5. Resolution 14-124 Accepting Donation from Farm League, LLC for Tiger Park Restroom Project, 4.6. Resolution 14-125 Appointing Officers for the Belle Plaine Fire Department, 4.7. Resolution 14-126 Authorizing the Mayor and City Administrator to Execute the Chestnut Ravine Supplemental Project Agreement with Scott County, 4.8. Resolution 14-121 Appointing Sieben and Faraday as Seasonal Employees with the Public Works

Department, 4.9. Resolution 14-127 Declaring Start and Ending Times for Council Meetings, and 4.10. Approving Large Assembly Permit for Streets of Hope Outreach for Event Located at River Rock Vacant Land. 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. The Council acknowledged receipt of the Public Works Department report.

5.3. City Engineer Report.

City Engineer Joe Duncan was present. The Council acknowledged receipt of the City Engineer report.

5.4. Administration Report.

City Administrator Holly Kreft was present. The Council acknowledged receipt of the Administration report.

6. PUBLIC FORUM.

6.1. RECOGNITION OF INVOLVED CITIZENS.

No one spoke during the public forum.

6.2. VISITOR'S REQUEST.

1. Pat Duffy, Request to Reduce Water Bill.

Mayor Pingalore referenced a memo dated November 3, 2014 from Finance Director Meyer regarding Mr. Duffy's request.

Finance Director Meyer explained that Staff has received a letter from Mr. Patrick Duffy, who recently foreclosed on a property that had an outstanding water bill. Mr. Duffy's letter states he sold the property in 2005 and then foreclosed on the property in September 2014. There was an outstanding utility bill associated with the property at the time of foreclosure. City Code Chapter 7 states that the utility bill stays with the property, in order to protect the City from uncollected charges the City can assess the unpaid bill to property taxes. Mr. Duffy is requesting a reduction of the past due bill. Mr. Duffy did pay the past due bill of \$1,667.08 on October 22, 2014, which included late fees of \$259.83.

It was the consensus of the Council to authorize Staff to waive the late fees of \$259.83 due to the circumstances associated with this account.

7. PUBLIC HEARINGS- NONE SCHEDULED.

8. BUSINESS.

8.1. Presentation of Claims.

1. Pay Request No. 6 and Final by Chard Tiling for \$5,236.84 for the Chestnut Ravine Project.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve the Presentation of Claims and Pay Request No. 6 and Final by Chard Tiling for \$5,236.84 for the Chestnut Ravine Project. ALL VOTED AYE. MOTION CARRIED.

8.2. Resolution 14-122 Ordering Preliminary Report for the 2015 Street Reconstruction Project.

Mayor Pingalore referenced a memo dated November 3, 2014 from City Administrator Kreft regarding the 2015 street improvement project.

City Engineer Duncan explained that over the past several months, the Public Works Committee has been reviewing areas of the City in an effort to prioritize future capital infrastructure improvements. Prioritization is necessary to balance the significant current needs with the financial ability of the City to address those needs. Contributing factors include characteristics such as surface condition, maintenance history, utility material, age and condition. To assist in the determination of utility material and condition, the City Council recently approved televising of the sanitary sewer in several of the areas that were characterized by poor surface condition and maintenance history. The resulting televising reports have revealed potential failures in the sanitary system in the area of West Forest Street and one block of North Elk Street. Therefore, the Public Works Committee is recommending to the City Council proceed with the ordering of a Preliminary Engineering Report for this area.

Councilmember Coop asked if changes can be made to the preliminary report as it relates to sidewalks and trails. City Engineer Duncan explained that the preliminary report describes the current conditions and changes can be made. The final report will incorporate the plans and specifications, including the amenities such as sidewalks and trails.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 14-122 Ordering Preliminary Report for the 2015 Street Reconstruction Project. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 14-119 Approving Purchase Agreement for 100 South Meridian Street.

MOTION by Councilmember Coop, second by Mayor Pingalore, to approve Resolution 14-119 Approving Purchase Agreement for 100 South Meridian Street. Councilmembers Coop, Pingalore, and Schneider VOTED AYE. Councilmembers Chard and Trost VOTED NAY. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.

- 1. General Election, 7:00 a.m. to 8:00 p.m., Tuesday, November 4.**
- 2. Public Safety, (to be determined).**
- 3. Public Works, 11:00 a.m., Wednesday, November 5.**
- 4. EDA, 5:00 p.m., Monday, November 10.**
- 5. Planning Commission, 7:00 p.m., Monday, November 10.**
- 6. Veterans Day, Office Closed, Tuesday, November 11.**
- 7. Park Board, 5:00 p.m., Monday, November 17.**
- 8. City Council, TBD., Monday, November 17.**

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Schneider, to adjourn at 6:43 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary