BELLE PLAINE CITY COUNCIL
REGULAR SESSION
DECEMBER 1, 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, December 1, 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 Chard, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of November 17, 2014.
4.2. Resolution 14-141 Accepting Cash Donation from the Friends of the Library.
4.3. Resolution 14-142 Approving the Southwest Metro Drug Task Force Joint Powers Agreement Update.

MOTION by Councilmember Coop, second by Councilmember Trost, to approve the consent agenda as follows: 4.1. Regular Session Minutes of November 17, 2014, 4.2. Resolution 14-141 Accepting Cash Donation from the Friends of the Library, and 4.3. Resolution 14-142 Approving the Southwest Metro Drug Task Force Joint Powers Agreement Update. 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.

7. PUBLIC HEARINGS

7.1. Tax Increment Financing Plan – District No. 1-3. The City Council will consider public comment on modifications to the tax increment financing plan (the “TIF Plan”) for Tax Increment Financing District No. 1-3 (the “TIF District”) located within Redevelopment Project No. 1 (the “Redevelopment Project”) in the City. The TIF District is administered by the Belle Plaine Economic Development Authority (the “Authority”).

Mayor Pingalore referenced a memo dated December 1, 2014 from City Administrator Kreft regarding de-certifying TIF District 1-3.

City Administrator Kreft explained the Economic Development Authority (EDA) approved the creation of Tax Increment Financing (TIF) District 1-3 on June 16, 1997. The District was established to fund the Post Office project. Based on the funds received to date, City staff is recommending amending the TIF Plan in order to amend the budget, purchase vacant property within the District, and pool tax increment revenues. As required by Statute, a public hearing must be held and the School District and County shall be notified of the proposed modifications. Both the Planning Commission and EDA have reviewed the proposed TIF Plan modifications and recommend approval to the City Council. The budget was modified to shift $50,000 from Land/Building Acquisition to Public Improvements. It is noted that the Authority reserves the right to fund the full amount of public costs (infrastructure, land acquisition) with tax increment revenues. With the modification of the TIF Plan, it is appropriate for the City to decertify the TIF District and pay off the remaining note to the property owners of the TIF redevelopment project. Since this will close out Fund 703, it is appropriate for the City to also approve closure of the account after all expenses have been paid.

Mayor Pingalore opened the public hearing at 6:35 p.m. and asked for public comment. There was no response.

MOTION by Councilmember Coop, second by Councilmember Chard, to close the public hearing at 6:36 p.m. ALL VOTED AYE. MOTION CARRIED.

1. Resolution 14-137 Adopting A Modification to the Tax Increment Financing Plan for TIF District 1-3.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 14-137 Adopting A Modification to the Tax Increment Financing Plan for TIF District 1-3. ALL VOTED AYE. MOTION CARRIED.

2. Resolution 14-138 De-Certifying TIF District 1-3.

MOTION by Councilmember Coop, second by Councilmember Schneider, to approve Resolution 14-138 De-Certifying TIF District 1-3. ALL VOTED AYE. MOTION CARRIED.

8. BUSINESS.

8.1. Presentation of Claims.

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

8.2. Resolution 14-139 Approving the 2015 Final Budget and Levy.

Mayor Pingalore referenced a memo dated December 1, 2014 from Finance Director Meyer regarding the 2015 budget and levy.

Finance Director Meyer explained that on September 2, 2014 the City Council approved the 2015 Preliminary Budget and Levy. The City Council and Staff met in budget workshops to review the proposed budget and make amendments. There were several changes after the preliminary adoption which resulted in an overall decrease of $88,200 to the tax levy. There were several items that contributed to the overall decrease. Capital expenses in the Police Department and Fire Department were decreased. There was a decrease in the required municipal contribution to the Fire Relief Association, and there was an overall decrease due to the change in services with Scott Joint Prosecutions Agency. The City did receive a notice from Scott County that there would be a significant increase to the fee charged for Assessor services, after the preliminary budget and levy were adopted. The 2015 Final Budget and Levy must be certified to the County by December 29, 2014.

Councilmember Trost stated the levy should not be raised higher than the annual cost of living and commented that property taxes are too high. Councilmember Chard concurred, stated that more should be trimmed from the budget. He stated that he would like to know the amount of unspent funds in the budget at the year end. Councilmember Coop cautioned the Council on the LGA funds, which in the past have been reduced on short notice by the State, thus creating havoc with financial planning. Finance Director Meyer commented the City will manage shortfalls by taking measures such as reducing capital expenditures or reducing staff. Councilmember Schneider commented that he is not in favor of the 4.1% increase, but he understands the necessity of keeping services at their current level. Mayor Pingalore concurred with Councilmember Schneider and noted the budget constraints being experienced from other Scott County cities who cut their levies too deeply in the past and now are forced to adopt large levy increases.

MOTION by Councilmember Coop, second by Councilmember Pingalore, to approve Resolution 14-139 Approving the 2015 Final Budget and Levy. Councilmembers Pingalore, Coop and Schneider VOTED AYE. Councilmembers Trost and Chard VOTED NAY. MOTION CARRIED.

8.3. Resolution 14-143 Receive Preliminary Report and Call for Public Hearing on the 2015 Street Improvement Project.

Mayor Pingalore referenced a memo dated December 1, 2014 from City Administrator Kreft regarding the 2015 street improvement project and the corresponding preliminary report as prepared by the City Engineer.

City Engineer Duncan provided a Power Point presentation on the 2015 street improvement project. The project area includes a portion of West Forest Street and one block of North Elk Street. The Power Point presentation provided photos of the street condition and sanitary sewer mains. The estimated project cost is $1,295,004.

Councilmember Coop commented on the installation of new sidewalks on West Forest Street as part of the project and questioned the impact to the existing driveway pads for the individual mobile homes. Councilmember Chard questioned whether 40-foot width is necessary for West Forest Street due to its termination on the west boundary. He also expressed concern for the large amount of the proposed assessment to the owner of the mobile home park. Public Works Superintendent Fahey commented on the large number of service lines located within the mobile home park. Councilmember Chard commented that it would be beneficial to know the long-term plan for the mobile home park in regards to the placement of the service lines. Mayor Pingalore noted that discussion on some of these issues will take place during the preliminary assessment hearing held in January, 2015.

MOTION by Councilmember Coop, second by Councilmember Pingalore, to approve Resolution 14-143 Receive Preliminary Report and Call for Public Hearing on the 2015 Street Improvement Project. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.
1. Public Works, 11:00 a.m., Tuesday, December 2.
2. Public Safety, 4:30 p.m., Tuesday, December 2.
3. EDA, 5:00 p.m., Monday, December 8.
4. Planning Commission, 6:30 p.m., Monday, December 8.
5. Park Board, 5:00 p.m., Monday, December 15.
6. City Council, 6:30 p.m., Monday, December 15.
7. Business Retention and Expansion, 5:00 p.m., Tuesday, December 16.

Mayor Pingalore reminded those present of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Pingalore, to adjourn at 7:13 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary