BELLE PLAINE CITY COUNCIL
REGULAR SESSION
DECEMBER 20, 2010

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, December 20, 2010 at 6:00 p.m. at the Government Center, 218 North Meridian Street, Belle Plaine, MN. Mayor Tim Lies called the meeting to order with Councilmembers Jim Lange, Gary Trost, Dawn Underferth, Tim O'Laughlin and Cary Coop present.

Also present were City Administrator David Murphy, Community Development Director Trisha Rosenfeld, Finance Director Dawn Meyer, Police Chief Tom Stolee and City Engineer Joe Duncan. City Attorney Bob Vose arrived at 6:32 p.m. Finance Director Meyer served as the Video Recording Operator. Council-Elect Paul Chard and Scott Schneider were also present.

3. APPROVAL OF AGENDA.

Mayor Lies requested the addition of business item, "Authorizing the Mayor and City Administrator to Execute Short-Term Lease Agreement with ALT Properties, LLC for Equipment Storage Space."

MOTION by Councilmember Underferth, second by Councilmember Coop, to approve the agenda with the addition of addition of business item, "Authorizing the Mayor and City Administrator to Execute Short-Term Lease Agreement with ALT Properties, LLC for Equipment Storage Space." ALL VOTED AYE. MOTION CARRIED.

4.APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of December 6, 2010.
4.2. Truth in Taxation Hearing Minutes of December 6, 2010.

Councilmember Trost inquired about Robert's Rules of Order regarding the withdrawal of a motion at the last council meeting. He asked if the person who seconded the motion is required to withdraw. Councilmember O'Laughlin responded affirmatively. Councilmember Trost also noted that there was discussion on a "tabled" motion.

MOTION by Councilmember Underferth, second by Councilmember O'Laughlin, to approve the consent agenda as follows: 4.1. Regular Session Minutes of December 6, 2010, and 4.2. Truth in Taxation Hearing Minutes of December 6, 2010. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Ridgeview Ambulance Manager Doug Sweeney was present. Councilmember Trost inquired about response time and dispatching protocol. Ridgeview Ambulance Manager Doug Sweeney will research this issue and report back with his findings. He thanked out-going Councilmembers Lange, Underferth and O'Laughlin for their support. The Council acknowledged receipt of the Ambulance Department report.

5.2. Fire Department.

Fire Chief Randy Koepp 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 Trisha Rosenfeld was present. She reported the City was successful in the award of Scott County Community Development grant funds to cover the preparation cost of the marketing plan. The Council acknowledged receipt of the Community Development Department report.

5.5. City Administration Report.

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

6. PUBLIC FORUM.

Mayor Lies asked for public comment. There was no response.

7. PUBLIC HEARINGS – NONE SCHEDULED.

8. BUSINESS.

8.1. Presentation of Claims.

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

8.2. Resolution 10-148 Accepting Donation from Friends of the Library.

Mayor Lies referenced a memo dated December 20, 2010 from City Administrator Murphy regarding a donation from the Friends of the Library.

City Administrator Murphy explained that at the December 6, 2010 city council meeting, staff was authorized to contract with Hennen Furniture to replace flooring at the library. The Friends of the Library Board of Directors has since met and approved making a donation to the project. The Friends are offering up to $6,000 to remodel the Rose Room as part of the 100 Year celebration. The Friends are offering to pay the $2,700 that was bid for the removal and replacement of the carpeting in the Rose Room and the remainder for new ceiling tiles and either painting or wallpapering of the Rose Room.

MOTION by Councilmember Underferth, second by Councilmember Lange, to approve Resolution 10-148 Accepting Donation from Friends of the Library. ALL VOTED AYE. MOTION CARRIED.

Mayor Lies presented a certificate of appreciation to Joe Behnke, CEO of The Friends of the Library, for the organization's generous donation of $6,000 and continued support of the community library.

8.3. Resolution 10-142 Approving Minor Subdivision for Parcel No. 200740010, Outlot A, Farmers Bluff.

Mayor Lies referenced a memo dated December 20, 2010 from Community Development Director Rosenfeld regarding the minor subdivision request.

Tom Gonyea and Randy Kubes, TDR, LLC, were present.

Community Development Director Rosenfeld explained that staff presented the minor subdivision request submitted by TDR, LLC for Outlot A of Farmer's Bluff, PIN 200740010, at the December 6, 2010 city council meeting for consideration. After further discussion at the council meeting, the council tabled action on the request to allow for further research on the potential integration of Bluff Ridge Park on either parcel. Upon further research and discussions by both the Planning Commission and the Park Board, Resolution 10-142 A and B are presented to you tonight for consideration. The Planning Commission reaffirmed their previous recommendation to have Council approve Resolution 10-142 A, without further park dedication requirements put on this minor subdivision request. The Park Board has made the recommendation to have Council approve Resolution 10-142 B, with further park dedication requirements for the entire 173 acre parcel all put on to Parcel 1. Community Development Director Rosenfeld prepared a presentation for the meeting that outlined the request and how the Bluff Ridge Park concept plan planning that took place in 2005 potentially integrates into these properties. She explained the presentation was also presented to the Planning Commission and Park Board for discussion.

Councilmember Trost commented that he did not understand why the Planning and Zoning Commission had to review the request for a second time. Councilmember Underferth asked for clarification on whether the city received park funds or park land for Farmers Ridge 2nd Addition. Community Development Director Rosenfeld responded the city received funds.

MOTION by Councilmember Trost, second by Councilmember O'Laughlin, to approve Resolution 10-142 B, Approving Minor Subdivision for Parcel No. 200740010, Outlot A, Farmers Bluff, with language included for future park dedication on parcel one. ALL VOTED AYE. MOTION CARRIED.

8.4. Resolution 10-147 Authorizing Write-Off of Funds for the Twin Cities Community Capital Fund Program.

Mayor Lies referenced a memo dated December 20, 2010 from Community Development Director Rosenfeld regarding the write-off of operational fees for the TCCCF program.

Community Development Director Rosenfeld explained the Belle Plaine Economic Development Authority and the City Council participated in the Twin Cities Community Capital Fund (TCCCF) for the purpose of providing economic resources to new and expanding businesses in Belle Plaine. The EDA/City deposited $50,000 from the City's Revolving Loan Fund into the TCCCF in 2005. The City received a letter dated October 6, 2010 from TCCCF notifying us of the dissolution of the TCCCF. The EDA/City requested a refund of the deposited funds. Per the agreement, the EDA/City is entitled to the original participation amount of $50,000, less the $2,635 for operational fees. It was in the original agreement that $5,000 of the $50,000 was to be originally used for the operations of the organization. There was a possibility the City would not receive any of the $5,000 returned. However, we did receive $2,365 of the $5,000 operational loan. The EDA recommends the City Council write-off the amount of $2,635 for the operational fees as per the Twin Cities Community Capital Fund agreement. The total amount returned to the City is $47,365, and deposited back into the city's revolving loan fund.

MOTION by Councilmember Trost, second by Councilmember Underferth, to approve Resolution 10-147 Authorizing Write-Off of Funds for the Twin Cities Community Capital Fund Program, for operational fees in the amount of $2,635.00 as per initial agreement. ALL VOTED AYE. MOTION CARRIED.

8.5. Resolution 10-146 Approving Wages and Salaries for City Employees for 2011.

Mayor Lies referenced a memo dated December 20, 2010 from City Administrator Murphy regarding proposed city employee wages and salaries for 2011.

City Administrator Murphy explained that each December the council approves the wages and salaries for all municipal employees for the upcoming year. The wages are discussed and set during the budgeting process that begins in July. The recommendation for this year is a 1% COLA increase. The step increases that are scheduled for 2011 were included in the budgeting process.

MOTION by Councilmember Lange, second by Councilmember Coop, to approve Resolution 10-146 Approving Wages and Salaries for City Employees for 2011. Councilmember O'Laughlin VOTED NAY. ALL OTHERS VOTED AYE. MOTION CARRIED.

(Patricia Krings, Recording Secretary, recorded the above vote on the resolution as unanimous "aye." At the council work session on December 27, 2010, Councilmember O'Laughlin brought it to the group's attention that he voted "nay" to Resolution 10-146, Approving Wages and Salaries for City Employees for 2011. The vote has been changed accordingly. See work session minutes for details.)

City Attorney Vose arrived at 6:32 p.m.

8.6. Resolution 10-145 Adopting 2011 Final Budget and Levy.

Mayor Lies referenced a memo dated December 20, 2010 from City Administrator Murphy regarding the 2011 final budget and levy.

City Administrator Murphy explained the City Council met in budget workshops to review the 2011 preliminary budget and levy. No adjustments or changes were directed at the budget workshop. The 2011 final budget and tax levy remains the same as the adopted 2011 preliminary budget and levy. On December 6, 2010 the City Council held their truth-in-taxation hearing, allowing for public testimony and further discussion regarding the final 2011 budget and levy. The 2011 final budget and levy must be certified to the county auditor on December 27, 2010.

Councilmember Trost was opposed to the City's budget increase. He commented on the strain of high taxes for commercial properties. He said the neighboring cities kept their levy the same as the previous year or raised it by only one or two percent, not 9.6% like our city. He said it is going to become more difficult for the city to operate as the state and counties are not financially stable. Councilmember O'Laughlin concurred with Councilmember Trost's comments and also expressed concern on the high cost of employee wages and benefits.

MOTION by Councilmember Coop, second by Councilmember Underferth, to approve Resolution 10-145 Adopting 2011 Final Budget and Levy. Mayor Lies and Councilmembers Lange, Coop and Underferth VOTED AYE. Councilmembers Trost and O'Laughlin VOTED NAY. MOTION CARRIED.

8.7. Authorizing the Mayor and City Administrator to Execute Short-Term Lease Agreement with ALT Properties, LLC for Equipment Storage Space.

City Administrator Murphy explained the city has received a request to store the Zamboni ice rink equipment by the local hockey association. A short term lease agreement has been prepared to lease property at 121 East Main Street (the former Keup/Jimmy's CRC location).

MOTION by Councilmember Coop, second by Councilmember Trost, to authorize the Mayor and City Administrator to Execute Short-Term Lease Agreement with ALT Properties, LLC for Equipment Storage Space. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.
1. Design Committee, 5:00 p.m., Tues., Dec. 21.
2. Ambulance Committee - Area Townships, 6;00 p.m., Tues. Dec. 21.
3. City Offices Close at Noon on Thursday, Dec. 23.
4. City Offices Closed, Friday, Dec. 24.
5. Work Session, 6:00 p.m., Monday, Dec. 27.
6. City Council, 6:00 p.m., Monday, Jan. 3.

Mayor Lies acknowledged the last official meeting of Councilmembers Dawn Underferth, Jim Lange and Tim O'Laughlin and thanked them for their service. Appreciation plaques will be presented at the January 3, 2011 council meeting.

The council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Underferth, second by Councilmember Lange, to adjourn at 6:41 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary