

**INVER GROVE HEIGHTS CITY COUNCIL MEETING  
MONDAY, JANUARY 10, 2011 - 8150 BARBARA AVENUE**

**CALL TO ORDER/ROLL CALL** The City Council of Inver Grove Heights met in regular session on Monday, January 10, 2011, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:30 p.m. Present were Council members Grannis, Klein, Madden, and Piekarski Krech; City Administrator Lynch, Assistant City Administrator Teppen, City Attorney Kuntz, Public Works Director Thureen, Parks & Recreation Director Carlson, Finance Director Lanoue, and Deputy Clerk Rheume.

**3. PRESENTATIONS:**

**A. Swearing in Ceremonies for Elected Officials**

Supreme Court Justice Paul Anderson administered the Oath of Office to Council members Piekarski Krech, Madden, and Mayor Tourville.

**B. Police Volunteer Recognition**

Lieutenant Salmey recognized police reserve officers: Kevin Schield, Robert Reitberger, Tim Wood, Ken Wood, Lavern Heaser, and John Mueller; and Police Chaplain Tom Jestus. He discussed the role reserve officers play in the department and outlined the various services they provide for the City.

**C. CVB Annual Report**

Nicole Bengston, Executive Director, Inver Grove Heights Convention & Visitors Bureau, reviewed several projects that took place in 2010 including the implementation of an e-mail marketing campaign, the launch of an enhanced website, visitigh.com, and a commercial spot with Charter Communications. She also provided a brief forecast for the 2011 calendar year.

**4. CONSENT AGENDA:**

Citizen Allan Cederberg requested that Item 4A, Minutes of December 13, 2010 Regular Council Meeting, be removed from the Consent Agenda.

Councilmember Grannis removed Item 4D, Approve 2010 Collective Bargaining Agreement with Law Enforcement Labor Services (LELS) Local 84, and Item 4L, Approve Consultant for the Splash Pool Air Exchanger Replacement, from the Consent Agenda.

- B. Resolution No. 11-01** Approving Disbursements for Period Ending January 5, 2011
- C.** Pay Voucher No. 19 for City Project No. 2008-18, Public Safety Addition/City Hall Renovation
- E.** Accept Proposal from Keys Well Drilling Company for Well Pump No. 8 Rehabilitation
- F.** Accept Proposal from Keys Well Drilling for Water Treatment Facility High Service Pump No. 3 Rehabilitation
- G.** Accept Proposal from Vessco, Inc. for Water Treatment Facility Chlorination Equipment Replacement
- H.** Approve Joint Powers Agreement with Dakota County SWCD for Services Provided on City Project No. 2011-09D, South Grove Area 6
- I. Resolution 11-02** Authorizing Feasibility Report – 2011 Pavement Management Program, City Project No. 2011-09E, Inver Grove Trail and Surrounding Area Rural Street Reconstruction
- J. Resolution No. 11-03** Approving the Addition of Language to the 2011 Fee Schedule related to Right-of-Way Fees and Permits
- K.** Approve Feasibility Study Reimbursement Agreement relating to Cameron Addition
- M. Resolution No. 11-08** Accepting Delivery of Fire Truck
- N.** Accept Donation to Inver Grove Heights Police Department

**O. Personnel Actions****Motion by Madden, second by Klein, to approve the Consent Agenda****Ayes: 5****Nays: 0      Motion carried.****A. Minutes – December 13, 2010 Regular Council Meeting**

Allan Cederberg, 1162 E. 82nd Street, referenced an error in the proposed Community Center budget.

Ms. Lanoue stated there was an error in the handout that was provided at the meeting. She explained the resolution that was passed had the correct numbers.

**Motion by Klein, second by Madden, to approve the minutes of the December 13, 2010 Regular Council meeting****Ayes: 5****Nays: 0      Motion carried.****D. Approve 2010 Collective Bargaining Agreement with Law Enforcement Labor Services (LELS), Local 84**

Councilmember Grannis stated he pulled the item because of where the money is proposed to come from. He explained he would be in favor of not filling the recently vacated police officer position in an effort to offset the cost rather than take money out of the general fund reserves.

Mayor Tourville stated they would need to have further discussion on this topic because information had not been provided regarding that scenario and Chief Kleckner was not present.

Mr. Lynch explained this item relates to approval of the arbitrator's decision regarding the collective bargaining agreement. He indicated the Council could wait to make a decision on where the funds will come from and how to proceed with the vacant police officer position until the results from first half tax collections are known.

**Motion by Grannis, second by Klein, to approve 2010 Collective Bargaining Agreement with Law Enforcement Labor Services (LELS), Local 84****Ayes: 5****Nays: 0      Motion carried.****K. Approve Feasibility Study Reimbursement Agreement relating to Cameron Addition**

Councilmember Klein stated he would like to amend the agreement to reflect an amount not to exceed \$2,200.

**Motion by Grannis, second by Klein, to reconsider approval of Feasibility Study Reimbursement Agreement relating to Cameron Addition with the amendment as proposed****Ayes: 5****Nays: 0      Motion carried.****Motion by Klein, second by Grannis, to adopt Resolution No. 11-06 approving Feasibility Study Reimbursement Agreement relating to Cameron Addition with an amount not to exceed \$2200****Ayes: 5****Nays: 0      Motion carried.****L. Approve Consultant for the Splash Pool Air Exchanger Replacement**

Councilmember Grannis commented on the plans and specifications process and stated this would be a good opportunity to relocate the exhaust fan so it does not blow over the sidewalk. He suggested it be located on the east side of the building so ice build-up on the sidewalk is not an issue.

Mr. Carlson stated they will ask to have that option looked at in the plans and specifications.

**Motion by Klein, second by Grannis, to approve Consultant for the Splash Pool Air Exchanger Replacement****Ayes: 5****Nays: 0      Motion carried.****5. PUBLIC COMMENT:** None.**6. PUBLIC HEARINGS:** None.**7. REGULAR AGENDA:****COMMUNITY DEVELOPMENT:****A. CITY OF INVER GROVE HEIGHTS;** Consider the second reading of an Ordinance establishing standards regulating dynamic display billboards and also the possibility of prohibiting dynamic display Billboards

Mr. Hunting stated staff made some recommended changes to the ordinance and summarized the five changes. He explained the display duration time was changed to eight (8) seconds because it was identified as an industry standard used by other cities. He noted the eight (8) second interval would allow for enough ad turn over for billboard operators to offer community service spots. He stated language was also added that would require a billboard owner to provide community service spots through an agreement approved by City Council. Staff recommended approval with the proposed changes.

Councilmember Grannis stated he heard from citizens that were not in favor of allowing dynamic display billboards because they found them to be very distracting.

Allan Cederberg asked if there would be a limit on billboard size.

Mr. Hunting responded that the size would be based on the maximum billboard.

Matt Olson, Clear Channel, clarified that the standard billboard size is 14'x48' or 672 square feet.

Councilmember Piekarski Krech stated she would support the ordinance because the billboards would only be located along Highway 52/55, in an industrial area.

Mayor Tourville opined he would also support the ordinance because of the proposed performance standards.

Councilmember Madden stated the community service spots would be very beneficial.

**Motion by Piekarski Krech, second by Klein, to approve the second reading of an Ordinance establishing standards regulating dynamic display billboards and also the possibility of prohibiting dynamic display billboards****Ayes: 4****Nays: 1 (Grannis)      Motion carried.****B. CITY OF INVER GROVE HEIGHTS;** Consider Housing Committee Advisory Board Applications and Appointments

Mr. Hunting stated the Council approved a resolution creating a Housing Committee in September, 2010. He explained staff posted notices seeking volunteers in the Insights newsletter, Southwest Review, and on the City's website. He noted eight applications were received. He explained because this is a new committee, the resolution established the initial term for three of the members to be three years and two members to be two years. He stated the Council would also need to determine term lengths for each appointed member.

Councilmember Piekarski Krech stated she was very impressed with the applicants and would be in favor of appointing all eight of them to the committee. She suggested names could be drawn at the first committee meeting to determine the staggering of terms.

Councilmember Grannis stated he would support appointing all eight applicants. He asked why the group

is referred to as a “committee” rather than a “commission”.

Mr. Hunting stated the use of the term “committee” was chosen at the discretion of the Council.

Councilmember Piekarski Krech added that the Council chose the term “committee” because the group was going to primarily be advisory in nature.

Councilmember Madden stated he would prefer to limit the committee to five members as was originally discussed.

Allan Cederberg, 1162 82<sup>nd</sup> St. E., stated he is one of two applicants that were members of the Housing Task Force. He explained he spent almost eight months working with the task force and learning about housing issues in the City and throughout Dakota County. He asked that the Council appoint all eight applicants.

Tamara Kappauf, 1186 82<sup>nd</sup> St. E., stated she has been a licensed realtor since 1987 and is very familiar with programs other cities have put in place to maintain their housing stock.

Jim Zentner, 8004 Delano Way, stated he served on the Housing Task Force that developed a series of policy recommendations to the Council. He explained his family benefitted from affordable housing and he is committed to seeing the City adopt policies and practices that can help others realize the same benefit.

Mary T’Kach, 7848 Babcock Trail, stated her goal is to help City staff think about the bigger picture and ways to connect infrastructure.

**Motion by Piekarski Krech, second by Grannis, to appoint all eight (8) applicants to the Housing Committee Advisory Board**

Councilmember Klein opined that the committee should be limited to five members.

Councilmember Madden agreed that the committee should be limited to five members.

**Ayes: 3**

**Nays: 2 (Klein, Madden) Motion carried.**

**PUBLIC WORKS:**

**C. CITY OF INVER GROVE HEIGHTS; Approve Selections for Technical Consulting Services Pool**

Mr. Lynch stated this is the conclusion of a four year process to select experienced, knowledgeable, cost-effective consultants.

Mr. Thureen explained the policy provides for the selection of a pool of consultants, any of which could be called upon to perform recurring technical services for the City during the four-year term of the pool. He stated staff invited 41 consulting firms in a number of specialties to submit a statement of qualifications to the City if they desired to be considered for the selection pool. Of the 41 applicants, 33 firms responded and 22 were recommended for inclusion in the pool. He explained in reviewing the applications, the philosophy was to establish a pool of firms whose combined and overlapping areas of expertise and abilities would allow the City to utilize their services in the most cost-effective manner without becoming overly dependent on any one firm. He noted staff recommended entering into Professional Services Agreements with all of the firms included in the pool for a period of four years. He stated the fee schedules for the recommended firms were comparable to what has been seen recently, and the firms agreed to a cap in fee increases of four percent annually.

Councilmember Klein asked if this would affect the City’s competitive bid requirements.

Mr. Kuntz responded that professional services do not require a competitive bid process.

**Motion by Piekarski Krech, second by Madden, to adopt Resolution No. 11-07 approving selections for Technical Consulting Services Pool**

**Ayes: 4**

**Nays: 0**

**Abstain: 1 (Tourville) Motion carried.**

**D. CITY OF INVER GROVE HEIGHTS;** Resolution Accepting Individual Project Order No. 17 from Kimley-Horn and Associates, Inc. for Drainage Analysis and Preparation of an Update to the Feasibility Report for City Project No. 2011-09D, South Grove Street Reconstruction – Area 6

Mr. Thureen explained as part of the Pavement Management Program, Area 6 of the South Grove neighborhood was identified for reconstruction in 2011 and an updated feasibility report is needed to review the options for the area. He stated the storm water management system from Area 6 covers a large area and will be interconnected to the existing system on 70<sup>th</sup> Street. He noted a comprehensive analysis of this system needs to be completed. He explained the project will include rain gardens and rapid infiltration basins for water quality, and an option to re-grade Skyview Park.

**Motion by Piekarski Krech, second by Klein, to adopt Resolution No. 11-04 accepting Individual Project Order No. 17 from Kimley-Horn and Associates, Inc. for Drainage Analysis and Preparation of an Update to the Feasibility Report for City Project No. 2011-09D, South Grove Street Reconstruction – Area 6**

**Ayes: 5**

**Nays: 0          Motion carried.**

**ADMINISTRATION:**

**E. CITY OF INVER GROVE HEIGHTS;** Consider Council Appointments for 2011:

- i) Official Newspaper
- ii) Official Depositories
- iii) Acting Mayor
- iv) Council Delegate to Association of Metropolitan Municipalities
- v) Northern Dakota County Cable Communications Commission Representatives
- vi) Dakota Communications Center Board of Directors Representatives
- vii) Deputy Weed Inspector

**Motion by Klein, second by Piekarski Krech, to approve designation of Official Newspaper, Acting Mayor, Council Delegate to Association of Metropolitan Municipalities, Dakota Communications Center Board of Directors Representatives, & Deputy Weed Inspector as proposed, and Resolution No. 11-05 appointing representatives to the Northern Dakota County Cable Communications Commission**

**Ayes: 5**

**Nays: 0          Motion carried.**

Mayor Tourville noted he would be abstaining because he is on the board of directors at Key Community Bank.

**Motion by Klein, second by Piekarski Krech, to approve designation of Official Depositories as Proposed**

**Ayes: 4**

**Nays: 0**

**Abstain: 1 (Tourville) Motion carried.**

**F. CITY OF INVER GROVE HEIGHTS;** Consider Third Reading of an Ordinance Amending City Code Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 Adjusting Development Fees for 2011

Ms. Teppen stated this is the third and final reading of an ordinance that would adjust development fees.

**Motion by Klein, second by Grannis, to adopt Ordinance No. 1227 Amending City Code Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 Adjusting Development Fees for 2011**

**Ayes: 5**

**Nays: 0          Motion carried.**

**8. MAYOR & COUNCIL COMMENTS:**

Councilmember Klein thanked everyone involved with Holiday on Main Street.

Mayor Tourville announced a Feed My Starving Children event would be held at the Church of St. Patrick and stated more information would follow.

**9. EXECUTIVE SESSION:**

A. Doffing Avenue Property Acquisition

B. Discuss Collective Bargaining

**10. ADJOURN:** Motion by Klein, second by Piekarski Krech, to adjourn. The meeting was adjourned by a unanimous vote at 9:45 p.m.