

**INVER GROVE HEIGHTS CITY COUNCIL MEETING  
MONDAY, NOVEMBER 13, 2012 - 8150 BARBARA AVENUE**

**CALL TO ORDER/ROLL CALL** The City Council of Inver Grove Heights met in regular session on Monday, November 13, 2012, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:00 p.m. Present were Council members Grannis, Klein, Madden and Piekarski Krech; Assistant City Administrator Teppen, City Attorney Kuntz, Parks & Recreation Director Carlson, Community Development Director Link, Public Works Director Thureen, and Deputy Clerk Kennedy

**3. PRESENTATIONS:**

**A. Inver Grove Heights Royalty**

Dale Henninger, Vice President of the Inver Grove Heights Royalty Program, stated over the past summer there were over 20 candidates participating in the Inver Grove Heights Royalty Scholarship Program. Six (6) individuals were chosen to represent the City at the coronation held during Inver Grove Heights Days.

Kassi Giles, 2013 Miss Inver Grove Heights, stated she is a student at Inver Hills Community College.

Gina Soukey, 2013 Inver Grove Heights Princess, stated she currently attends Inver Hills Community College.

Olivia Swenson, 2013 Junior Miss Inver Grove Heights, stated she is a student at Inver Grove Heights Middle School.

Mihad Semir, 2013 Junior Princess, stated she is a student at Inver Grove Heights Middle School.

Ashley Van Kempen, 2013 Little Miss Inver Grove Heights, stated she currently attends Connections Academy.

Sydney Bohn, 2013 Little Princess, stated she is a student at Pine Bend Elementary.

The 2012 Inver Grove Heights Princess, Alicia Trebiski, introduced herself to the Council.

The 2012 Junior Princess, Penny Lee, introduced herself to the Council.

The 2012 Little Miss Inver Grove Heights, Sophia Dahlke, introduced herself to the Council.

Mayor Tourville thanked the ladies for serving the community and representing the City of Inver Grove Heights.

Mayor Tourville read the proclamation received from Governor Dayton at the Veteran's Day celebration that was held at the Veterans Memorial Community Center on Sunday, November 10<sup>th</sup>. He thanked the members of the Police and Fire Departments and City staff who attended and helped organize the event.

**4. CONSENT AGENDA:**

Councilmember Piekarski Krech removed Items 4C, 4D, 4J, 4L, and 4S from the Consent Agenda.

Councilmember Madden removed Items 4F and 4N from the Consent Agenda.

Mayor Tourville removed Item 4Q from the Consent Agenda.

**A. Resolution No. 12-176** Approving Disbursements for Period Ending November 7, 2012

**B.** Change Order No. 3, Final Compensating Change Order No. 4, Final Pay Voucher No. 3, Engineer's Final Report and **Resolution No. 12-177** Accepting Work for City Project No. 2011-08, 66<sup>th</sup> Street Improvements (Concord Boulevard to Swing Bridge Pier)

**E.** Change Order No. 1 for City Project No. 2012-15, Sediment Removal from Basin at 79<sup>th</sup> Street and Blanchard Way

**G. Resolution No. 12-181** Approving the Second Amendment to Revised and Restated Joint Powers Agreement (JPA) Establishing a Watershed Management Organization for the Lower Mississippi River Watershed and Cost Allocation Formulas for Water Quality Projects

- H. Approve Appointment of City Engineer to the Technical Advisory Committee (TAC) of the Lower Mississippi River Watershed Management Organization (LMRWMO)
- I. Approve Custom Grading Agreement for Lot 2, Block 2, Orchard Trail
- K. Appoint Kern, DeWenter, & Viere as Auditors for the Year Ending December 31, 2012
- M. **Resolution No. 12-182** Approving a Purchase Agreement between the City of Inver Grove Heights Economic Development Authority and Bich-Lieu T. Trieu relating to the Purchase of Property located at 6671 Concord Boulevard East and **Resolution No. 12-183** Approving a Purchase Agreement between the City of Inver Grove Heights Economic Development Authority and Daniel Treu relating to the Purchase of Property Located at 6685 Concord Boulevard East
- O. Approve 2013 City Council Meeting Schedule
- P. Approve 2013 Meeting Schedule of Advisory Commissions
- R. Approve Proposal from Veit, Inc. for Demolition of Two Structures on City Owned Property
- T. Personnel Actions

**Motion by Madden, second by Klein, to approve the Consent Agenda**

**Ayes: 5**

**Nays: 0      Motion carried.**

- C. Consider Change Order No. 1, Final Compensating Change Order No. 2, Final Pay Voucher No. 3, Engineer’s Final Report, and Resolution Accepting Work for City Project No. 2011-21, 66<sup>th</sup> Street Parking Lot and Related Trails

Councilmember Piekarski Krech questioned why the change order was needed for an increase in the prevailing wage requirements. She asked why the increased wages were not the contractor’s responsibility and why prevailing wage requirement was not part of the original contract.

Mr. Carlson stated prevailing wages were required because the City is utilizing some of the state bonding proceedings to help finance this portion of the project. The requirement was overlooked by the City and was not included in the original bid package.

**Motion by Klein, second by Madden, to approve Change Order No. 1, Final Compensating Change Order No. 2, Final Pay Voucher No. 3, Engineer’s Final Report, and adopt Resolution No. 12-178 Accepting Work for City Project No. 2011-21, 66<sup>th</sup> Street Parking Lot and Related Trails**

**Ayes: 3 (Klein, Madden, Tourville)**

**Nays: 2 (Piekarski Krech, Grannis)      Motion carried.**

- D. Consider Final Compensating Change Order No. 2, Final Pay Voucher No. 2, Engineer’s Final Report, and Resolution Accepting Work for City Project No. 2012-09A – Cracksealing

Councilmember Piekarski Krech asked why additional sweeping was paid for and why the work could not have been done in-house.

Mr. Thureen explained this type of project is typically bid with a fixed number of hours allotted for sweeping. He noted this project had a lot of additional rock from the seal coat process. He stated the new sweeper that the City purchased could not have been used for this type of work.

**Motion by Piekarski Krech, second by Klein, to approve Final Compensating Change Order No. 2, Final Pay Voucher No. 2, Engineer’s Final Report, and Resolution No. 12-179 Accepting Work for City Project No. 2012-09A – Cracksealing**

**Ayes: 5**

**Nays: 0      Motion carried.**

**F. Consider Resolution Approving Special Assessment Deferral for City Project No. 2001-12, Concord Boulevard (CSAH 56) Improvement – Corcoran Path to 65<sup>th</sup> Street**

Councilmember Madden questioned what the last sentence of the resolution meant where it referenced a scenario in which the deferment would cease.

Mr. Kuntz explained the assessment as levied had a term that ran through payable calendar 2022. The sentence in question means if the deferment ceases after the bonds have ceased, then the entire principal amount of the assessment and all accrued interest becomes due and payable immediately in the next year.

**Motion by Klein, second by Madden, to adopt Resolution No. 12-180 Approving Special Assessment Deferral for City Project No. 2001-12, Concord Boulevard (CSAH 56) Improvement – Corcoran Path to 65<sup>th</sup> Street**

**Ayes: 5**

**Nays: 0      Motion carried.**

**J. Resolution Approving a Grading and Stockpile Agreement with 160 Investments, LLC**

Councilmember Piekarski Krech asked if the agreement had been finalized.

Mr. Thureen explained he was also going to pull the item from the agenda because the agreement was not ready and would be brought back at a subsequent meeting.

**No action was taken on this item.**

**L. Consider Approval of Revised Master Plan for Heritage Village Park**

Mr. Carlson stated in September of 2004 the City adopted a master plan for Heritage Village Park that included a main entrance at 63<sup>rd</sup> Street, requiring a new railroad crossing. The rail road was not willing to grant the City a new crossing so the master plan was subsequently revised in 2011. Because Allied Waste no longer expressed an interest in having their property become part of the park, a third rendition of the master plan was drafted. He noted all of the amenities included in the plan were consistent with the amenities that were part of the previous two version of the master plan. The Parks and Recreation Advisory Commission recommended approval of the revised master plan.

Councilmember Klein asked how many of the structures would be located in the flood plain.

Mr. Carlson explained no structures would be located in the flood plain. He noted the master plan is a 10 to 15 year plan. He stated the total costs are estimated to be in the range of \$8-\$10 million and after Council has adopted the revised master plan staff could begin to put together some real cost estimates for various components of the project to determine their feasibility.

**Motion by Klein, second by Grannis, to approve Revised Master Plan for Heritage Village Park**

**Ayes: 5**

**Nays: 0      Motion carried.**

**N. Approve Resolution and Table Setting License Fees, Administrative Service Fees, and Permit Fees for 2013**

Councilmember Madden questioned if the water heater replacement fee was in addition to the required permit fee.

Ms. Teppen stated the fee listed is the cost of the permit.

Councilmember Madden confirmed the cost is lower than it was before.

**Motion by Madden, second by Klein, to adopt Resolution No. 12-184 Setting License Fees, Administrative Service Fees, and Permit Fees for 2013**

**Ayes: 5**

**Nays: 0      Motion carried.**

**Q. Approve Proposal from Visual Communications, Inc. for Development of Signage Plan for City Hall**

Mayor Tourville clarified that the consultant would come back to the Council with signage ideas and designs.

Ms. Teppen stated Council is being asked to approve the development of designs.

Mayor Tourville commented one of the places they need signage is on the East side of the building to identify where City Hall is located.

Councilmember Piekarski Krech questioned why staff could not determine where signage is needed in the interior of the building. She asked if the public had provided any feedback or input to staff.

Ms. Teppen stated staff has received comments from visitors that the building is inadequately signed and that deficiency is recognized. She explained the firm would design something so there would be a consistent look and feel throughout the building. She noted the same firm also designed the signage that is in place at the community center.

Ms. Teppen stated part of the work would include developing the specifications for the bid package.

Councilmember Klein suggested that dedication plaques be designed for the new facilities.

**Motion by Klein, second by Grannis, to approve proposal from Visual Communications, Inc. for Development of Signage Plan for City Hall**

**Ayes: 4 (Grannis, Klein, Madden, Tourville)**

**Nays: 1 (Piekarski Krech) Motion carried.**

**S. Approve Proposal from Decision Resources to Conduct a Business Attitudes and Preferences Survey**

Councilmember Piekarski Krech opined that the Chamber of Commerce could perform the survey for the City.

Councilmember Klein questioned who conducts surveys for the Chamber of Commerce.

Ms. Teppen explained the Chamber conducted a survey of their members. She noted their survey was not done to the same extent or level of detail as what is proposed by Decision Resources. She stated staff has worked with the Chamber in developing the questions that would be part of the survey.

Councilmember Klein stated the survey needed to be done because they are trying to attract businesses to the City and it is important to know what businesses are looking for and where the City can make improvements to bring more interest to the City.

Councilmember Piekarski Krech opined the survey was too lengthy and business owners won't have time to participate.

Mayor Tourville stated it is a chance for businesses to provide their input and opinions.

Jim Mueller, 7800 Boyd Ave., agreed that the Chamber could do a much better job for the City. He stated he would like to see the questions that are going to be asked and how the information will be used once it is collected.

Councilmember Klein stated this was discussed with the Chamber at a special council meeting.

Mayor Tourville clarified that the Chamber indicated they would not be able to conduct a survey to this extent and it would only be a survey of businesses that are members of the Chamber. He stated the survey would be done to find out what business owners think and what is important to them.

**Motion by Tourville, second by Grannis, to approve proposal from Decision Resources to Conduct a Business Attitudes and Preferences Survey**

**Ayes: 4 (Grannis, Klein, Madden, Tourville)**

**Nays: 1 (Piekarski Krech) Motion carried.**

**5. PUBLIC COMMENT:**

Mayor Tourville welcomed the newly elected City Council members, Jim Mueller and Tom Bartholomew.

Ms. Teppen stated a reception was scheduled for Council members Klein and Grannis on December 10<sup>th</sup> at 4:30 p.m.

**6. PUBLIC HEARINGS:****A. CITY OF INVER GROVE HEIGHTS;** Consider Second Reading of an Ordinance Amending City Code Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 and 10-3-8 Adjusting Development Fees

Ms. Teppen stated in response to feedback received at the first reading of the ordinance language was incorporated to reflect that if SAC charges were reduced for 2013 the ordinance would be brought back to the Council to be amended. She explained ordinance was provided to Progress Plus and the Chamber of Commerce and no comments were received.

Councilmember Piekarski Krech asked what the rationale was for the increase in the other fees.

Ms. Teppen stated the fees are proposed to increase 3.5% to 5% across the board. She noted they need to maintain consistency and there is not that much developable land outside the northwest area.

Mr. Thureen explained all of the proposed fees come from the recommended fee schedule provided by Ehlers and Associates.

**Motion by Klein, second by Madden, to close the public hearing.**

**Ayes: 5**

**Nays: 0      Motion carried.**

**Motion by Madden, second by Klein, to approve the Second Reading of an Ordinance Amending City Code Title 3, Chapter 4, Sections 3-4-2-2 and 3-4-2-3 and 10-3-8 Adjusting Development Fees**

**Ayes: 5**

**Nays: 0      Motion carried.**

**7. REGULAR AGENDA:****PUBLIC WORKS:****A. CITY OF INVER GROVE HEIGHTS;** Consider Resolutions Establishing Utility Rates for 2013

Mr. Thureen explained the City and Ehlers just completed an update of the utility rate study. The recommended rate increases have followed the recommendations included in the study. Ehlers recommendations are based on projections of what the City will need to fund ongoing operation and maintenance costs of the sanitary sewer and water systems. A 2% increase in water rates was recommended, a decrease from the traditional increase of 2.5%. The sanitary sewer rates were proposed to increase 6% in 2013 and then 3.5% per year thereafter. He explained this increase is due to the fact that over the past several years the fee the City pays to Met Council has increased an average of 8% per year and the City subsidized that increase in an effort to keep rates down in the recent economic climate. No changes were proposed for the 2013 storm water utility rate structure.

**Motion by Klein, second by Piekarski Krech, to adopt Resolution No. 12-185 Establishing Water Utility Rates for 2013 and Resolution No. 12-186 Establishing Sewer Utility Rates for 2013**

**Ayes: 5**

**Nays: 0      Motion carried.**

Councilmember Klein stated he opposed the storm water utility fees.

**Motion by Klein, second by Madden, to adopt Resolution No. 12-187 Establishing Storm Water Utility Rates for 2013**

**Ayes: 4 (Grannis, Madden, Piekarski Krech, Tourville)**

**Nays: 1 (Klein) Motion carried.**

**FINANCE:**

**B. CITY OF INVER GROVE HEIGHTS;** Approve Transfer to City of Inver Grove Heights Economic Development Authority (EDA)

Ms. Smith stated Council is being asked to authorize a transfer of \$500,000 from the Host Community Fund to the EDA Fund. She explained in 2011 when the EDA was reestablished there was discussion relating to the transfer of \$500,000 in 2011 and in 2012. It was later learned that the 2011 transfer was never formally authorized and did not occur. The EDA recommended approval of the transfer at their August 6, 2012 meeting. A portion of the funds would be used for the purchase two (2) properties.

Councilmember Piekarski Krech questioned how much, including the current transfer being proposed, had been transferred out of the Host Community Fund for EDA uses.

Ms. Smith stated approximately \$2 million.

Councilmember Piekarski Krech stated that was more than she was comfortable with.

Councilmember Klein stated they approved the purchase of the two (2) properties and they agreed to go in this direction.

**Motion by Klein, second by Grannis, to adopt Resolution No. 12-188 approving transfer to City of Inver Grove Heights Economic Development Authority (EDA)**

**Ayes: 4 (Grannis, Klein, Madden, Tourville)**

**Nays: 1 (Piekarski Krech) Motion carried.**

**8. MAYOR & COUNCIL COMMENTS:**

Councilmember Madden asked about the status of the wildlife feeding ordinance.

Ms. Teppen stated the ordinance was being developed and would be brought back in January.

Councilmember Klein announced this would be the last Holiday on Main Street he would officially be involved in. He stated the first event, the Candy Cane Hunt, was scheduled for December 7<sup>th</sup> and the main festivities for Holiday on Main Street were scheduled for December 15<sup>th</sup> from 2:00 to 5:00 p.m. at the VMCC.

Mayor Tourville noted a meeting needed to be scheduled for the City Administrator's performance review.

**Motion by Klein, second by Piekarski Krech, to schedule a special Council meeting on December 17, 2012 at 6:00 p.m. to conduct the City Administrator's performance review.**

**Ayes: 5**

**Nays: 0 Motion carried.**

**9. ADJOURN:** Motion by Grannis, second by Klein, to adjourn. The meeting was adjourned by a unanimous vote at 8:00 p.m.