

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, JUNE 10, 2013 - 8150 BARBARA AVENUE**

CALL TO ORDER/ROLL CALL The City Council of Inver Grove Heights met in regular session on Monday, June 10, 2013, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:00 p.m. Present were Council members Bartholomew, Madden, Mueller, and Piekarski Krech; City Administrator Lynch, Assistant Administrator Teppen, City Attorney Kuntz, Community Development Director Link, Public Works Director Thureen, Finance Director Smith, Parks and Recreation Director Carlson, Chief Stanger, and Deputy Clerk Kennedy.

3. PRESENTATIONS:

A. Citizen Advisory Commissioner Recognition

Mayor Tourville awarded certificates of appreciation to Allan Cederberg, Stephanie Schmid, Greg Groenjes, and Chris Solberg for their service on various Citizen Advisory Commissions and Committees.

Mr. Cederberg served as a member of the Housing Committee for two (2) years, Ms. Schmid served on the Environmental Commission for two (2) years, Mr. Groenjes served on the Environmental Commission for seven (7) years, and Mr. Solberg served on the Parks and Recreation Advisory Commission for three (3) years.

Mayor Tourville stated the Council would not be able to perform their duties effectively without the work of those who volunteer to serve the City on the various commissions and committees.

4. CONSENT AGENDA:

A. Minutes – May 28, 2013 Regular City Council Meeting

B. Resolution No. 13-64 Approving Disbursements for Period Ending June 5, 2013

C. Pay Voucher No. 2 for City Project No. 2006-08, Asher Water Tower Replacement

D. Resolution No. 13-65 Authorizing Preparation of a Feasibility Report and Appraisal Report for the 2013 Pavement Management Program, City Project No. 2013-09C, Mill and Overlay

E. Resolution No. 13-66 Approving Municipal State Aid Street System Adjustments

F. Resolution No. 13-67 Accepting the MS4 Annual Report for 2012

G. Approve Proposal from Electric Pump for Submersible Sanitary Sewer Lift Station and from Automatic Systems Co. for a Lift Station Control Panel

H. Resolution No. 13-68 Approving Plans and Specifications and Authorizing Advertisement for Bids, City Project No. 2013-06 Robert Trail (TH 3) Roundabout Storm Water Facilities Repair

I. Approve Replacement of Fitness Equipment for Veterans Memorial Community Center

J. Resolution No. 13-69 Awarding Contract for Demolition of 6671 and 6685 Concord Boulevard

K. Approve JPA and Supplemental Maintenance Agreement for the MRRT Trailhead Facilities located at 4465 66th St.

L. Appoint Municipal Trustees to Inver Grove Heights Fire Relief Association Board of Trustees and Authorize Stipends for Designated Board Members

M. Resolution No. 13-70 Thanking Legislators for Assistance in Securing Funds for Economic Development Purposes within the City

N. Award Purchase of a Scott Eagle Attack Thermal Imaging Camera to Clarey's Safety Equipment

O. Personnel Actions

Motion by Madden, second by Bartholomew, to approve the Consent Agenda**Ayes: 5****Nays: 0 Motion carried.****5. PUBLIC COMMENT:** None.**6. PUBLIC HEARINGS:** None.**7. REGULAR AGENDA:****COMMUNITY DEVELOPMENT:****A. PAWN AMERICA;** Consider Resolution relating to a Variance to allow a Wall Sign 183 Square Feet in Size whereas 100 Feet is the Maximum Allowed for property located at 5300 South Robert Trail

Mr. Link reviewed the location of the property. He stated the request was for a variance from the maximum sign size allowed by Code. The maximum size allowed is 100 square feet and a 183 square foot sign was proposed by the applicant. The two (2) existing signs would be combined to improve the visibility of the letters for motorists traveling along Robert Trail. Both Planning staff and the Planning Commission recommended approval of the variance.

Mayor Tourville questioned if the applicant agreed to the conditions of the variance.

John Hollenbeck, Lawrence Sign, spoke on behalf of the applicant and indicated there were no problems with the proposed conditions.

Motion by Piekarski Krech, second by Madden, to adopt Resolution No. 13-71 approving a Variance to allow a Wall Sign 183 Square Feet in Size whereas 100 Feet is the Maximum Allowed for property located at 5300 South Robert Trail**Ayes: 5****Nays: 0 Motion carried.****B. DAMON GUON;** Consider the following requests for property located at 7175 Angus Avenue:

- i) Resolution relating to a Variance to allow a 2,400 Square Foot Accessory Building whereas 1,600 Square Feet is Maximum Size Allowed
- ii) Resolution relating to a Conditional Use Permit to Allow Sheet Metal Siding on an Accessory Building in the A, Agricultural Zoning District

Mr. Link explained staff supported the conditional use permit request but did not feel the variance met the ordinance requirements because a practical difficulty could not be identified, staff did not find anything particularly unique to the property, and it did not preclude the reasonable use of the property. Both Planning staff and the Planning Commission recommended denial of the variance and approval of the conditional use permit.

Damon Guon, 7175 Angus Avenue, stated a similar variance was approved six (6) years ago but the accessory building was never constructed.

Councilmember Piekarski Krech questioned if there was an existing structure in the proposed location.

Mr. Guon responded in the affirmative. He explained the existing structure would be removed.

Councilmember Piekarski Krech asked what the dimensions were of the existing structure and if the applicant was currently using it for storage.

Mr. Guon stated the structure was small, approximately 10 feet by 12 feet. He indicated the structure was used to store a few items such as children's bikes and windows.

Mayor Tourville asked if the applicant agreed with the proposed conditions.

Mr. Guon replied in the affirmative.

Mr. Bartholomew questioned if there were any unique characteristics that would justify the variance to the property.

Mr. Guon stated his property was only a ¼ acre shy of being 5 (five) acres and the proposed accessory structure would be allowed on a 5 (five) acre lot. He noted the accessory structure would fit well on the lot.

Councilmember Piekarski Krech questioned if the property was located within the MUSA boundaries.

Mr. Link responded in the affirmative.

Councilmember Piekarski Krech questioned if the proposal met impervious surface requirements for the property.

Mr. Link explained impervious surface area should not be a concern because of the large lot size.

Councilmember Piekarski Krech stated at some point sewer and water would be extended to the area and the applicant would have to pay the assessments.

Mayor Tourville stated the variance was previously approved and because the City revised the ordinance requirements the property no longer meets the variance criteria. He explained the Planning Commission was concerned with setting a precedent. He opined he did not have a problem with the request because the applicant was aware of the fact that if sewer and water is extended he would likely pay a much larger assessment because of the accessory buildings on the property. He stated it would increase the value of the property and allow the applicant to store more items inside the accessory building. He opined it would be an improvement to the property and to the neighborhood.

Councilmember Mueller stated there was a steep slope off to the side that would require a lot of grading prior to construction. He explained he would support both requests because the immediate neighbor to the west had no objections, the building would be not be visible to the neighboring properties, and the proposed structure would fit well on the property.

Councilmember Madden stated he preferred to look at applications on a case by case basis and he would support the request because it would not negatively impact the neighborhood, the accessory building would be an improvement to the property, and the lot was just short of five (5) acres.

Motion by Mueller, second by Madden to adopt Resolution No. 13-72 relating to a Variance to allow a 2,400 Square Foot Accessory Building whereas 1,600 Square Feet is Maximum Size Allowed

Ayes: 4

Nays: 1 (Bartholomew) Motion carried.

Motion by Madden, second by Bartholomew, to adopt Resolution No. 13-73 relating to a Conditional Use Permit to Allow Sheet Metal Siding on an Accessory Building in the A, Agricultural Zoning District

Ayes: 5

Nays: 0 Motion carried.

C. RENEE VON BERGE; Consider Resolution relating to a Variance to allow a 25 Foot Front Yard Setback for a Porch Addition whereas 30 Feet is required for property located at 8419 Calvin Court

Mr. Link stated the property is surrounded by three (3) roads: Cahill Avenue, College Trail, and Calvin Court. He explained the property was also unique in that it had an unusual configuration. The northern property line is angled to accommodate a monument sign located on the back corner of the property. The front of the house meets the 30 foot setback requirement, but due to the configuration and angle of the north property line the back of the home is only 25 feet from the property line. The addition of the porch would maintain the same setback as the back of the house. Both Planning staff and the Planning Commission recommended approval of the variance and felt the request fit the purpose and intent of both the zoning ordinance and the comprehensive plan.

Motion by Madden, second by Bartholomew, to adopt Resolution No. 13-74 relating to a Variance to allow a 25 Foot Front Yard Setback for a Porch Addition whereas 30 Feet is required for property located at 8419 Calvin Court

Ayes: 5

Nays: 0 Motion carried.

PARKS AND RECREATION:

D. CITY OF INVER GROVE HEIGHTS; Consider Approval of the Plans and Specifications for the Mississippi River Regional Trail Trailhead Improvements located at 4465 66th St.

Mr. Carlson provided a brief history of the improvements the City has pursued at Swing Bridge Park. The plan included collaboration with Dakota County to place a regional trailhead facility within Swing Bridge Park. The goals of the project were to provide off-street parking, year-round public restrooms, way - finding and historical interpretation information, and picnic facilities. He displayed renderings of the proposed amenities and a proposed site plan. He explained the majority of the funding for the project came from Dakota County through a Scenic Byway Grant in the amount of \$450,000 and a County match of the grant funds. The National Park Service contributed \$80,000 towards the project and the City contributed \$300,000 via the state bonding grant that was previously awarded. He noted the City must utilize the state bonding grant funds by June of 2015 and the funds can only be used for capital improvements at the Rock Island Swing Bridge or Heritage Village Park. After the City's contribution to the trailhead improvements project and the 2012 project on 66th Street, the remaining balance of grant funds is \$545,022. He explained the restrooms would be open seven (7) days of week and the park would be open from 5 am to 10 pm. The picnic shelter would be available to rent through the City. Construction is planned for the summer of 2013 with completion in the spring of 2014.

Councilmember Bartholomew questioned if there was a reason why the restrooms were located so far away from the picnic shelter.

Mr. Carlson stated the restroom facilities provide the dual function of serving people using the Mississippi River Regional Trail and visitors to Swing Bridge Park. Logistics of water and sewer service also contributed to the location that was chosen. He noted it was the best location for the facility on the site given the site constraints.

Councilmember Madden questioned if all ADA requirements had been met.

Mr. Carlson responded in the affirmative.

Motion by Madden, second by Mueller, to approve the Plans and Specifications for the Mississippi River Regional Trail Trailhead Improvements located at 4465 66th St.

Ayes: 5

Nays: 0 Motion carried.

ADMINISTRATION:

E. CITY OF INVER GROVE HEIGHTS; Approve Signage Package for Exterior and Interior of City Hall

Ms. Teppen explained in late November of 2012 the City Council approved a proposal from Visual Communications, Inc. to analyze and design a signage plan for both the interior and exterior of City Hall. The consultant documented all of the needed signs and created design options. The options were presented to department head for review and comment. Visual Communications then put the package out for bid to three (3) vendors. Two (2) vendors responded to the request and the lowest bid was submitted by Archetype Signmakers. The signage package included two (2) new cabinets using the existing brick for the monuments located at the corners of 80th and Barbara and Barbara and Babcock Trail. She noted the cabinets would be illuminated with LED lights, a much more energy efficient lighting option. The package also included five (5) freestanding directional signs at various points around the City campus, individual letters on the two white walls fronting City Hall to identify Police & Fire as well as City Hall, with the address to the building. The phrase "& Fire" would be added to the east exterior, and the letters on the

east exterior would be painted a darker color so they could be more visible. Vinyl signs would be added on the east and west-side entrance doors, all required interior ADA signage would be provided for conference rooms, offices, and work stations, and two (2) interior directional signs would be installed along with a dedication plaque recognized the Council that was in office at the time the building was constructed. The proposal for the package was \$38,916 and included review of shop drawings and the tuck pointing of bases of the monument signs. Staff recommended funding \$12,230 from the ADA fund, and the remaining \$26,686 from the City Facilities Fund. The 2013 budget for the ADA fund was \$36,600. The cash balance of the City Facilities Fund was \$373,000.

Councilmember Piekarski Krech questioned if the vinyl signs would be on the interior of the doors themselves.

Ms. Teppen explained there would be matte letters adhered to the glass that would denote the hours of operation at both the east and west entrances of the building.

Councilmember Mueller questioned if the signs were interchangeable if the information changed.

Ms. Teppen responded in the affirmative.

Councilmember Bartholomew questioned if the bid included drainage corrections to the monument signs.

Ms. Teppen stated the monument signs were at least fifteen years old and likely were built in the early 1980's.

Councilmember Bartholomew explained his concern was that moisture had a way to get out and not accumulate and damage the electrical component.

Ms. Teppen stated the bid package indicated there were weep holes with interior light shields on the monument signs.

Mayor Tourville commented that the lettering on the front landscaping wall was useless in the winter months because it is covered by snow. He suggested removing the letters and placing them elsewhere to avoid having to maintain the landscape lighting. He stated painting the letters on the east exterior of the building would not solve the problem because the existing letters were too small. He opined the point is for the building to be identified from Highway 52. He suggested that an alternate bid be obtained for larger letters on the eastern exterior.

Ms. Teppen stated she would ask the consultant for their opinion and recommendation regarding the size of the letters.

Mr. Lynch stated he recalled the letters on the eastern exterior were meant to be seen from Barnes Avenue for identification and way-finding purposes.

Mayor Tourville stated the building should be able to be identified from Highway 52.

Councilmember Piekarski Krech questioned how large the letters would be on the white walls fronting City Hall.

Ms. Teppen stated the letters would be 12".

Mayor Tourville questioned if those letters would be lit.

Ms. Teppen responded in the negative and noted there was lighting in the landscaping beds adjacent to the white wall.

Mayor Tourville stated the lighting in the landscape bed would not help in the winter. He asked staff to obtain the consultants' opinion of the letters on the front landscaping wall as well.

Ms. Teppen explained the consultant recommended that the City retain the existing letters on the landscape wall.

Mayor Tourville suggested obtaining an alternate bid for lighting the two (2) white walls fronting City Hall.

Ms. Teppen suggested that Council move forward with everything in the bid package with the exception of the two (2) white walls fronting City Hall and the letters on the eastern exterior of the building. She stated staff would seek recommendations from the consultant and the cost to light both areas of the exterior.

Motion by Madden, second by Piekarski Krech to approve Signage Package for Exterior and Interior of City Hall with the Exception of the Exterior Work on the Two (2) White Walls Fronting City Hall and the Letters on the Eastern Exterior

Ayes: 5

Nays: 0 Motion carried.

F. CITY OF INVER GROVE HEIGHTS; Consider New Date for July Work Session

Mayor Tourville stated the Council would keep the July 1st work session and change the start time for that work session and all future work sessions to 7:00 pm.

Motion by Piekarski Krech, second by Madden, to amend start time for Council Work Sessions to 7:00 p.m.

Ayes: 5

Nays: 0 Motion carried.

8. MAYOR & COUNCIL COMMENTS:

Mayor Tourville stated he received a couple of letters from Boy Scouts regarding the flags on Cahill Avenue and the fact they are not lit. He explained the guideline is that if lighting is available, the flags should be lit. He stated it is not mandatory for flags located in more general purpose areas to be lit. He noted flags can be flown without direct light if they are still able to be seen.

9. EXECUTIVE SESSION:

A. Acquisition Updates

10. ADJOURN: Motion by Mueller, second by Piekarski Krech, to adjourn. The meeting was adjourned by a unanimous vote at 8:45 p.m.