

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
JANUARY 3, 2023**

OATH OF OFFICE

Michael Woletz, Mayor
James Evans, Council Member
Ryan Ladd, Council Member

City Administrator Meyer administered the Oath of Office to Mayor Michael Woletz.

Mayor Woletz administered the Oath of office to Councilmembers James Evans and Ryan Ladd.

1. PLEDGE OF ALLEGIANCE.

Mayor Woletz 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 Tuesday, January 3, 2023 at 6:30 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Woletz called the meeting to order with Councilmembers Cary Coop, Patricia Krings, James Evans and Ryan Ladd present.

Also present were City Administrator Meyer, Police Chief Stier, Community Development Director Smith Strack, Finance Director Jirik, City Engineer Duncan and Public Works Superintendent Otto. Wanda Savage served as video recording operator.

3. APPROVAL OF AGENDA.

Mayor Woletz moved Consent Agenda item 4.6. to the Business portion of the meeting.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve the agenda with the changes. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

- 4.1. Regular Session Minutes of December 19, 2022.
- 4.2. Closed Session Minutes of December 19, 2022.
- 4.3. Closed Session Committee of the Whole Minutes, of December 19, 2022.
- 4.4. Closed Session Committee of the Whole Minutes of December 28, 2022.
- 4.5. Special Session Minutes of December 28, 2022.
- ~~4.6. Resolution 23-001 Adopting Professional Appointments.~~
- 4.7. Resolution 23-002 Adopting Committee Appointments.
- 4.8. Resolution 23-003 Approving Retiree Monthly Insurance Benefit.
- 4.9. Resolution 23-004 Declaring the Official Intent of the City of Belle Plaine to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.
- 4.10. Resolution 23-005 Appointing Cynthia Smith Strack as Temporary Acting City Administrator.
- 4.11. Resolution 23-006 Authorizing the 34th Annual Recycle/Clean Up Day for Saturday, September 9, 2023.
- 4.12. Resolution 22-007 Authorizing Cynthia Smith Strack, Michael Woletz and James Evans as Signatory to Execute Financial Transactions for the City at Designated Depositories.
- 4.13. Approval of the 2023 Holiday Meeting Schedule.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve the consent agenda as follows: 4.1. Regular Session Minutes of December 19, 2022; 4.2. Closed Session Minutes of December 19, 2022; 4.3. Closed Session Committee of the Whole Minutes, of December 19, 2022; 4.4. Closed Session Committee of the Whole Minutes of December 28, 2022; 4.5. Special Session Minutes of

December 28, 2022; 4.7. Resolution 23-002 Adopting Committee Appointments; 4.8. Resolution 23-003 Approving Retiree Monthly Insurance Benefit; 4.9. Resolution 23-004 Declaring the Official Intent of the City of Belle Plaine to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City; 4.10. Resolution 23-005 Appointing Cynthia Smith Strack as Temporary Acting City Administrator; 4.11. Resolution 23-006 Authorizing the 34th Annual Recycle/Clean Up Day for Saturday, September 9, 2023; 4.12. Resolution 22-007 Authorizing Cynthia Smith Strack, Michael Woletz and James Evans as Signatory to Execute Financial Transactions for the City at Designated Depositories and 4.13. Approval of the 2023 Holiday Meeting Schedule. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Public Works Department.

Public Works Superintendent Otto was present. Otto noted an error on the report stating the broken water main was on Main and Walnut. Otto explained the crew has been out plowing continuously working to clear streets.

Councilmember Krings inquired on the City Hall parking lot lights. Public Works Superintendent Otto explained the City retained three lights that are the same as the Gateway Parking Lot lights and are in the process of installing.

5.2. City Engineer Report.

City Engineer Duncan was present. Duncan highlighted the City Engineer Report and noted 20% of the City roads are State Aid roads and mileage has been submitted.

5.3. Administration Report.

City Administrator Meyer was present. Meyer highlighted the Administration report and noted the Illuminate the Night Parade has been rescheduled for January 12 at 6:00 PM. Meyer explained Oak Crest Elementary has reached out for submittals to the kindness video which are due January 13.

6. PUBLIC HEARINGS. None Scheduled.

7. BUSINESS.

7.1. Presentation of Claims.

MOTION by Councilmember Evans, second by Councilmember Coop, to approve the reviewed claims as presented in the amount of \$2,953,594.15. ALL VOTED AYE. MOTION CARRIED.

7.2. Resolution 23-008 Approving Joint Resolution for Orderly Annexation Between the Town of Blakeley and the City of Belle Plaine, Minnesota.

Community Development Director Smith Strack reviewed the Joint Resolution for Orderly Annexation between Blakeley Township and the City of Belle Plaine. Smith Strack explained the current agreement is set to expire in December of 2023 and noted the agreement is the same with updates included for per acre annexation fee and legal description. Smith Strack explained the once approved the agreement will go to the State for approval and noted the new agreement will expire in 2042.

Councilmember Coop inquired on the fee per acre. Community Development Director Smith Strack explained the fee is a township fee not a City fee. City Attorney Vose explained the fee goes up by \$100.00 every five years.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve Resolution 23-008 Approving Joint Resolution for Orderly Annexation Between the Town of Blakeley and the City of Belle Plaine, Minnesota. ALL VOTED AYE. MOTION CARRIED.

7.3. Resolution 23-001 Adopting Professional Appointments.

City Administrator Meyer explained the Council sets professional appointments annually. Meyer noted staff requested quotes due to Mayor Woletz request to change the newspaper. Meyer explained quotes were provided to Council prior to the meeting.

Mayor Woletz explained he recommends changing the official newspaper to the Henderson Independent and noted bids have been provided by staff.

Councilmember Coop noted if the City would switch to the Henderson Independent the City would be paying more for ads and inquired if we go with the low quote or go with a higher quote.

Mayor Woletz called audience member Rachel Miller, Editor and Owner of the Henderson Independent to speak.

Rachel Miller spoke to the Henderson Independents coverage of Belle Plaine with the BP Bulletin and requested the change to her paper. Miller stated she would need an estimated 2,000 subscribers from the City along with an additional \$70,000.00 in advertisements in order to provide staff and an office in Belle Plaine.

Councilmember Evans inquired if the professional appointments must be made tonight or if they can be made at a later date. City Administrator Meyer explained the designation of an official paper can change at any time but one should be made tonight and if Council wants further discussion can happen at a Council Work Session.

Councilmember Ladd inquired how much more per month would it cost to go with the Henderson Independent. City Administrator Meyer explained dependent on notices needed the annual increase would be from \$1,500.00 - \$3,000.00.

Councilmember Krings inquired how the Jordan Independent was selected. City Administrator Meyer explained when the Belle Plaine Herald ceased operations the Jordan Independent was chosen as it met the State requirements and the Henderson Independent did not meet the requirements. Meyer explained the Henderson Independent now meets the publishing requirements.

Councilmember Coop suggested Council discuss further in Work Session. Councilmember Krings confirmed additional information is needed.

Councilmember Evans confirmed if the Jordan Independent is appointed tonight can it be changed at a later date. City Attorney Vose confirmed the official paper can be changed but is needed for required public notices. Vose suggested the Jordan Independent be appointed as a temporarily.

MOTION by Councilmember Coop, second by Councilmember Ladd, to approve Resolution 23-001 with the revision of appointing the Jordan Independent as the temporary official newspaper. ALL VOTED AYE. MOTION CARRIED.

8. ADMINISTRATION.

8.1. Upcoming Meetings.

1. EDA, 5:00 PM, Monday, January 9.
2. Planning, 6:30 PM, Monday, January 9.
3. Public Safety, 7:30 AM, Tuesday, January 10.

4. Public Works, 9:00 AM, Thursday, January 12.
5. City Offices Closed in Observance of Martin Luther King Day, Monday, January 16.
6. Parks Commission, 5:00 PM, Tuesday, January 17.
7. City Council, 6:30 PM, Tuesday, January 17.
8. Work Session, 6:45 PM, Tuesday, January 17.

The Council was reminded of the upcoming tentative meetings as listed.

9. ADJOURN.

MOTION by Councilmember Evans, second by Councilmember Coop, to adjourn the regular session at 7:06 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary