

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
JANUARY 4, 2021**

1. PLEDGE OF ALLEGIANCE.

Mayor Meyer led those present in the Pledge of Allegiance.

1.1. OATH OF OFFICE.

Christopher G. Meyer, Mayor

City Administrator Dawn Meyer administered the Oath of Office to re-elected Mayor Christopher G. Meyer.

Cary Coop, Council Member

Mayor Meyer administered the Oath of Office to re-elected Council Member Cary Coop.

Patricia Krings, Council Member

Mayor Meyer administered the Oath of Office to re-elected Council Member Patricia Krings.

Mayor Meyer thanked Councilmember Coop and Krings for stepping forward to serve the community.

2. CALL TO ORDER. 2.1. Roll Call.

The Belle Plaine City Council met in Regular Session on Monday, January 4, 2021 at 6:33 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Meyer called the meeting to order with Councilmembers Krings, Coop and Chard present. Councilmember LeMieux was not present.

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

3. APPROVAL OF AGENDA.

Mayor Meyer added the Oath of Office for Officer Cayer after the Consent agenda.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve the agenda with the addition of the swearing in of Sterling Cayer. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

- 4.1. Regular Session Minutes of December 21, 2020.
- 4.2. Work Session Minutes of December 21, 2020.
- 4.3. Resolution 21-001 Adopting Professional Appointments.
- 4.4. Resolution 21-002 Adopting Committee Appointments.
- 4.5. Resolution 21-003 Approving Retiree Monthly Insurance Benefit.
- 4.6. Resolution 21-004 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.
- 4.7. Resolution 21-005 Appointing Al Fahey as Temporary Acting City Administrator.
- 4.8. Resolution 21-006 Authorizing the 32nd Annual Recycle/Clean Up Day for Saturday, September 11, 2021.
- 4.9. Resolution 21-007 Appoint Stuart McCulloh and Tylor Schmidt as Members of the Parks Commission and reappointing David Schlauderaff as a member of the Parks Commission.
- 4.10. Resolution 21-008 Re-Appointing Hope Lawler and Rick Krant to the Design Committee.

- 4.11. Resolution 21-009 Appointing James Evans and Re-Appointing Rick Krant as Members of the Economic Development Authority.
- 4.12. Resolution 21-010 Appoint Sarah Duklet to the Planning and Zoning Commission.
- 4.13. Resolution 21-011 Approving Modified Job Descriptions.
- 4.14. Resolution 21-012 Appointing Sterling Cayer as Investigator.
- 4.15. Resolution 21-013 Adopt Police Department Administrative Assistant II/Records Technician Job Description and Wage Scale.
- 4.16. Resolution 21-014 Appointing Lori Latzke as Police Department Administrative Assistant II/Records Technician.
- 4.17. Resolution 21-015 Appointing Bonnie Vinkemeier as Office Assistant.
- 4.18. Resolution 21-016 Accepting \$5,000.00 Donation from the Belle Plaine Friends of the Library for the Library.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve the consent agenda as follows: 4.1. Regular Session Minutes of December 21, 2020; 4.2. Work Session Minutes of December 21, 2020; 4.3. Resolution 21-001 Adopting Professional Appointments; 4.4. Resolution 21-002 Adopting Committee Appointments; 4.5. Resolution 21-003 Approving Retiree Monthly Insurance Benefit.; 4.6. Resolution 21-004 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; 4.7. Resolution 21-005 Appointing Al Fahey as Temporary Acting City Administrator; 4.8. Resolution 21-006 Authorizing the 32nd Annual Recycle/Clean Up Day for Saturday, September 11, 2021; 4.9. Resolution 21-007 Appoint Stuart McCulloh and Tylor Schmidt as Members of the Parks Commission and reappointing David Schlauderaff as a member of the Parks Commission; 4.10. Resolution 21-008 Re-Appointing Hope Lawler and Rick Krant to the Design Committee; 4.11. Resolution 21-009 Appointing James Evans and Re-Appointing Rick Krant as Members of the Economic Development Authority; 4.12. Resolution 21-010 Appoint Sarah Duklet to the Planning and Zoning Commission; 4.13. Resolution 21-011 Approving Modified Job Descriptions; 4.14. Resolution 21-012 Appointing Sterling Cayer as Investigator; 4.15. Resolution 21-013 Adopt Police Department Administrative Assistant II/Records Technician Job Description and Wage Scale; 4.16. Resolution 21-014 Appointing Lori Latzke as Police Department Administrative Assistant II/Records Technician; 4.17. Resolution 21-015 Appointing Bonnie Vinkemeier as Office Assistant and 4.18. Resolution 21-016 Accepting \$5,000.00 Donation from the Belle Plaine Friends of the Library for the Library. ALL VOTED AYE. MOTION CARRIED.

OATH OF OFFICE - Officer Sterling Cayer

Police Chief Stier administered the Oath of Office to newly appointed Investigator Officer Sterling Cayer.

5. DEPARTMENT REPORTS.

5.1. Public Works Report.

Public Works Superintendent Fahey was present. Fahey highlighted the Public Works Report and noted the Community Recreation opportunities brought forward including the sledding hill and cosmic skate.

Mayor Meyer noted community response to cosmic skate and the sledding hill. Meyer explained lights and a tow rope would be great additions. Meyer inquired how plowing was going. Public Works Superintendent Fahey explained plowing has gone well and staff are working to keep roads safe.

Councilmember Krings explained she has received many positive comments on the community programs going on. Krings noted she did go down the hill at the sledding area and thanked staff for their work to make these activities possible. Krings inquired if the Holiday lights can be added to the bridges. Public Works Superintendent Fahey explained only one bridge is owned by the City and is not currently wired to have lighting. Fahey noted he would reach out to xcel energy to see about adding holiday lighting.

5.2. City Engineer Report.

City Engineer Duncan was present. Duncan highlighted the City Engineer Report and noted staff have noticed a strong interest in the 2021 Improvement project. Duncan also noted staff continue to work on the State Street project.

Councilmember Krings inquired if new street signs will be added as part of the project. City Engineer Duncan confirmed per policy as long as the street sign legs are down, new signs will be added.

5.3. Administration Report.

City Administrator Meyer was present. Meyer highlighted the Administration report and noted the staff hires during the consent agenda were not new staff but rather reorganizing or current staff to actual job duties.

Mayor Meyer inquired on when vaccinations for City staff will occur. Police Chief Stier explained most officers and fire fighters have received the vaccine if they wanted it.

5.4. Emergency Operations Update.

Police Chief Stier was present. Stier highlighted the Emergency Operations Update and noted City Hall will be hosting a Scott County scheduled vaccination clinic for first responders.

Mayor Meyer inquired when other City staff will receive the vaccine. Stier explained the remaining staff are considered 1c essential workers and will have the option for the vaccine in February.

6. PUBLIC HEARINGS. None Scheduled.

7. BUSINESS.

7.1. Presentation of Claims.

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

8. ADMINISTRATION.

8.1. Upcoming Meetings.

1. EDA, 5:00 PM, Monday, January 11.
2. Planning, 6:30 PM, Monday, January 11.
3. Public Safety, 7:30 AM, Tuesday, January 12.
4. Public Works, 1:30 PM, Thursday, January 14.
5. City Offices Closed in Observance of Martin Luther King Day, Monday, January 18.
6. Parks Commission, 5:00 PM, Tuesday, January 19.
7. City Council, 6:30 PM, Tuesday, January 19.
8. Work Session, 6:45 PM, Tuesday, January 19.

Mayor Meyer reminded the Council of the upcoming meetings as listed.

9. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Krings, to adjourn the Regular Session at 6:48 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary