

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
JANUARY 16, 2024**

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 Monday, January 16, 2023 at 6:00 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Woletz called the meeting to order with Councilmember Cary Coop, James Evans, Patricia Krings and Ryan Ladd present.

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

3. APPROVAL OF AGENDA.

MOTION by Councilmember Coop, second by Councilmember Evans, to approve the Agenda as presented. ALL VOTED AYE. MOTION CARRIED.

4. PUBLIC FORUM. None.

**Anyone wishing to address the Council must submit in writing the subject and intent of request by 3:00 PM on the Tuesday prior to the scheduled Council meeting. Maximum of three (3) minutes per speaker. No official action will be taken.*

5. APPROVAL OF CONSENT AGENDA.

- 5.1. Regular Session Minutes of January 2, 2024.
- 5.2. Amending Resolution 23-170 A Resolution Approving Premises Permit for the Belle Plaine Chamber of Commerce at Oldenburg Brewing Co.
- 5.3. Acceptance of the 2023 EDA Annual Report to the City Council.
- 5.4. Resolution 24-018 Appointing Jacob Sandvig as a Regular Member of the Planning and Zoning Commission.
- 5.5. Resolution 24-023 Appointing Hope Lawler, Molly Moonen and Briana Mork as Members of the Parks Commission.
- 5.6. Resolution 24-024 Appointing Ashley Buck and Steven Cox as Members of the Economic Development Authority.
- 5.7. Resolution 24-025 Appointing Laura Crapser as an Alternate Member of the Planning Commission.
- 5.8. Resolution 24-026 Establishing 2024 Absentee Ballot Board.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve the Consent Agenda as follows: 5.1. Regular Session Minutes of January 2, 2024; 5.2. Amending Resolution 23-170 A Resolution Approving Premises Permit for the Belle Plaine Chamber of Commerce at Oldenburg Brewing Co.; 5.3. Acceptance of the 2023 EDA Annual Report to the City Council; 5.4. Resolution 24-018 Appointing Jacob Sandvig as a Regular Member of the Planning and Zoning Commission; 5.5. Resolution 24-023 Appointing Hope Lawler, Molly Moonen and Briana Mork as Members of the Parks Commission; 5.6. Resolution 24-024 Appointing Ashley Buck and Steven Cox as Members of the Economic Development Authority; 5.7. Resolution 24-025 Appointing Laura Crapser as an Alternate Member of the Planning Commission and 5.8. Resolution 24-026 Establishing 2024 Absentee Ballot Board. ALL VOTED AYE. MOTION CARRIED.

6. DEPARTMENT REPORTS.

6.1. Ambulance Department. (Report Only)

The Council acknowledged receipt of the Ambulance Report.

6.2. Fire Department.

Fire Chief Otto was present. Otto highlighted the Fire Department Report.

6.3. Police Department.

Police Chief Stier was present. Stier highlighted the Police Department Report.

6.4. City Engineer Report.

City Engineer Duncan was present. Duncan highlighted the City Engineer Report.

6.5. Community Development Department.

Community Development Director Smith Strack was present. Smith Strack highlighted the Community Development Report.

7. PUBLIC HEARINGS.

7.1. DGOG Belle Plaine MN 08092023 LLC Conditional Use Permit and Site Plan. The City Council will consider public comment on conditional use permit and site plan application for property described as Lot 1, Block 2 Jane Properties Subdivision. A conditional use permit is required under Section 1105.13, Subd. 3(1) of the City Code pertaining to uses within the I/C Industrial Commercial District. Site plan approval is required under Section 1103.07 of the Code. If approved the conditional use permit and site plan would allow development of approximately 12,480 square foot retail store selling general merchandise and food at 1201 Prosper Street.

Community Development Director Smith Strack reviewed the Conditional Use Permit and Site Plan with a brief slideshow.

Mayor Woletz opened the Public Hearing at 6:19 PM.

No one stepped forward.

MOTION by Councilmember Ladd, second by Councilmember Coop, to close the Public Hearing at 6:19 PM. ALL VOTED AYE. MOTION CARRIED.

7.1.1. Resolution 24-020 A Resolution Approving a Conditional Use Permit and Site Plan Providing for a 12,480 square foot Retail Store at Lot 1, Block 2 Jane Properties Subdivision.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve Resolution 24-020 A Resolution Approving a Conditional Use Permit and Site Plan Providing for a 12,480 square foot Retail Store at Lot 1, Block 2 Jane Properties Subdivision. ALL VOTED AYE. MOTION CARRIED.

8. BUSINESS.

8.1. Presentation of Claims.

8.1.1. Pay Request No. 10, Ryan Contracting Co., for the 2023 Improvement Project.

MOTION by Councilmember Coop, second by Councilmember Woletz, to approve the reviewed claims as presented in the amount of \$537,702.14. Councilmembers Coop, Woletz, Ladd and Evans VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED 4-1.

8.2. Hickory Grove Final Plat and Hickory Grove Apartments Planned Unit Development Plan.

Community Development Director Smith Strack reviewed Hickory Grove Final Plat and PUD with a brief slideshow.

8.2.1. Resolution 24-013 Resolution Approving a Developers Agreement for Hickory Grove and Authorizing and Directing Execution Thereof.

MOTION by Councilmember Krings, second by Councilmember Coop, to approve Resolution 24-013 Resolution Approving a Developers Agreement for Hickory Grove and Authorizing and Directing Execution Thereof. ALL VOTED AYE. MOTION CARRIED.

8.2.2. Resolution 24-014 Resolution Conditionally Approving a Final Plat for Hickory Grove.

MOTION by Councilmember Coop, second by Councilmember Evans, to approve Resolution 24-014 Resolution Conditionally Approving a Final Plat for Hickory Grove. ALL VOTED AYE. MOTION CARRIED.

8.2.3. Resolution 24-015 Resolution Conditionally Approving a Final Stage Planned Unit Development Plan for Hickory Grove Apartments.

MOTION by Councilmember Krings, second by Councilmember Coop, to approve Resolution 24-015 Resolution Conditionally Approving a Final Stage Planned Unit Development Plan for Hickory Grove Apartments. ALL VOTED AYE. MOTION CARRIED.

8.2.4. Resolutions 24-016 Resolution Approving a Memorandum of Planned Unit Development for Hickory Grove Apartments and Authorizing and Directing Execution Thereof.

MOTION by Councilmember Evans, second by Councilmember Woletz, to approve Resolutions 24-016 Resolution Approving a Memorandum of Planned Unit Development for Hickory Grove Apartments and Authorizing and Directing Execution Thereof. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 24-017 Award Bid for the 2024 Improvement Project.

MOTION by Councilmember Krings, second by Councilmember Coop, to approve Resolution 24-017 Award Bid for the 2024 Improvement Project. Councilmembers Krings Coop, Woletz and Evans VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED 4-1.

8.4. Resolution 24-019 Authorize the Purchase of Per Mar Security System and Cameras for Hickory Park Facilities.

MOTION by Councilmember Woletz, second by Councilmember Coop, to approve Resolution 24-019 Authorize the Purchase of Per Mar Security System and Cameras for Hickory Park Facilities. Councilmembers Woletz, Coop, Krings and Evans VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED 4-1.

8.5. Resolution 24-021 Authorizing Use of One Time Public Safety Funding from the State of Minnesota.

MOTION by Councilmember Evans, second by Councilmember Coop, to approve Resolution 24-021 Authorizing Use of One Time Public Safety Funding from the State of Minnesota. Evans, Coop, Woletz and Krings VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED 4-1.

8.6. Resolution 24-022 Authorizing Advertising to Seek Candidates for a Public Works I Employee.

MOTION by Councilmember Woletz, second by Councilmember Coop, to approve Resolution 24-022 Authorizing Advertising to Seek Candidates for a Public Works I Employee. Woletz and Coop VOTED AYE. Councilmember Krings, Evans and Ladd VOTED NAY. MOTION FAILED 3-2.

9. ADMINISTRATION.

9.1. Upcoming Tentative Meetings.

1. Design, Monday, February 5, 5:00 PM
2. City Council, Monday, February 5, 6:00 PM
3. Work Session, Monday, February 5, 6:15 PM

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

10. ADJOURN.

MOTION by Councilmember Ladd, second by Councilmember Coop, to adjourn the regular session at 7:20 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,
Renee Eyrich
Recording Secretary