

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
JANUARY 21, 2020**

1. PLEDGE OF ALLEGIANCE.

Mayor Meyer 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 21, 2020 at 6:30 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Meyer called the meeting to order with Councilmembers Cary Coop, Paul Chard, Renee LeMieux and Patricia Krings present.

Also present were City Administrator Meyer, Finance Director Jirik, Community Development Director Smith Strack, Public Works Superintendent Fahey, Sergeant Stier, Fire Chief Otto, Ambulance Director Sweeney and Community Services Director Koller. Wanda Savage served as video recording operator. City Attorney Vose, City Engineer Duncan and Police Chief Stolee were not present.

3. APPROVAL OF AGENDA.

Mayor Meyer removed agenda items eight and nine, the closed session is to be rescheduled at a later date.

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

4. APPROVAL OF CONSENT AGENDA.

- 4.1. Regular Session Minutes of January 7, 2019.
- 4.2. Acceptance of Annual Planning Commission Report.
- 4.3. Resolution 20-021 Approving Change Order No. 7 for the Aquatic Center Project.
- 4.4. Resolution 20-022 Approving Plans and Specifications and Authorizing Advertisement for Bids for the 2020 Street Project and the Extension of Hickory and Prosper Street Project.

MOTION by Councilmember Krings, second by Councilmember Coop, to approve the consent agenda items as follows: Regular Session Minutes of January 7, 2019; Acceptance of Annual Planning Commission Report; Resolution 20-021 Approving Change Order No. 7 for the Aquatic Center Project and Resolution 20-022 Approving Plans and Specifications and Authorizing Advertisement for Bids for the 2020 Street Project and the Extension of Hickory and Prosper Street Project. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department – Annual Report.

Ambulance Director Sweeney was present. Sweeney provided an overview of the Annual Report.

Mayor Meyer inquired on the Jordan project. Ambulance Director Sweeney explained an ambulance is being repainted and the training process is occurring with the expectation of having the ambulance in service March 1. Meyer inquired how the second ambulance will affect response times. Sweeney explained to start no affect will be seen as both ambulance will respond due to Jordan's ambulance is not the advanced lifesaving ambulance which is housed out of Belle Plaine.

5.2. Fire Department.

Fire Chief Otto was present. Otto highlighted the Fire Department report noting 231 calls were responded to in 2019 up from 2018's numbers. Otto explained the implantation of open year round applications, which will be reviewed, on an as needed bases. Otto sited advertisement on the City Website and social media will occur and noted the department being one member short.

5.3. Police Department.

Mayor Meyer announced the passing of Chief Stolee's father and offered condolences to the family.

Sergeant Stier was present and highlighted the Police Department's report.

Councilmember Coop inquired on what cell phone forensics is. Sergeant Stier explained the cell phone forensics technology can get into the content of any phone for investigation purposes. Mayor Meyer inquired if the technology has been in use. Stier confirmed the use of the technology citing its usefulness in investigations.

5.4. Community Services Director.

Community Services Director Koller was present. Koller highlighted the Community Services Report noting changes to two brochures following the lead from surrounding communities. Councilmember Coop inquired on what new adult enrichment opportunities were found. Community services Director Koller explained a new teacher for the Summer has been secured to accommodate a new trend. Koller stated the opportunity will be announced in the Spring brochure. Coop credited Koller with maintaining excellent numbers through the transition. Mayor Meyer inquired on the recreation ball numbers with so many club ball programs. Koller explained the shift happened 2-3 years ago and has now steadied. Koller explained staff worked with the club teams which now require all club team members to also participate in the recreation.

5.5. Community Development Department.

Community Development Director Smith Strack highlighted the Community Development Report. Smith Strack noted the EDA/Chamber Gala with seating for 90 citing reservations are requested by calling the Chamber.

6. PUBLIC HEARINGS

Mayor Meyer introduced the agenda item.

6.1. Ordinance 20-01 The City Council will hear public comment on proposed Ordinance 20-01 which, if approved, will amend Section 1105.08 of the City Code Pertaining to performance standards in the R-7 Mixed Housing District and Sections 1105.05, 1105.06, and 1105.07 pertaining to maximum site coverage.

Community Development Director Smith Strack presented a brief slideshow and explained the Ordinance which amends section 1105.08 of the City Code pertaining to performance standards in the R-7 mixed housing district and section 1105.05, 1105.06 and 1105.07 pertaining to maximum site coverage has been reviewed and discussed for the pas 6-8 months. Smith Strack noted the proposed ordinance decreases required lot square footage per dwelling units in structures containing more than four units from 2,000 sf to 1,600 sf; decreases required side and rear yard setbacks that are currently tied to 100%of the building height to the greater of 20 feet or 50% of building; Increase maximum building height allowed from 35 feet to 45 feet; Adjust minimum dwelling unit sizes for one, two and three bedroom units to reflect average of existing units in Scott County and provide for minimum square footage for

studio/efficiency units and Reinstate surface coverage maximums in the R-1, R-2 and R-3 Districts which were inadvertently deleted under a previous code amendment. Smith Strack noted a public hearing was held at the Planning and Zoning Meeting with no public comment. Smith Strack explained discussion regarding the change has been held with area builders, which has been well received.

Mayor Meyer opened the public hearing at 6:47 PM and asked for public comment.

No one spoke at the public hearing.

MOTION by Councilmember Coop, second by Councilmember Krings to close the public hearing at 6:48 PM. ALL VOTED AYE. MOTION CARRIED.

6.1.1 Approve Ordinance 20-01 An Ordinance amending Chapter 11, Section 1105.08 of the Belle Plaine City Code pertaining to performance standards in the R-7 Mixed Housing Residential District and amending Sections 1105.05 (R-1), 1105.06 (R-2), and 1105.07 (R-3) pertaining to maximum site coverage.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Ordinance 20-01 An Ordinance amending Chapter 11, Section 1105.08 of the Belle Plaine City Code pertaining to performance standards in the R-7 Mixed Housing Residential District and amending Sections 1105.05 (R-1), 1105.06 (R-2), and 1105.07 (R-3) pertaining to maximum site coverage. ALL VOTED AYE. MOTION CARRIED.

6.1.2. Resolution 20-018, A Resolution Approving Summary Publication of Ordinance 20-01.

MOTION by Councilmember Krings, second by Councilmember LeMieux, to approve Resolution 20-018, A Resolution Approving Summary Publication of Ordinance 20-01. ALL VOTED AYE. MOTION CARRIED.

Mayor Meyer introduced the agenda item 6.2.

6.2. Application to Small Cities Development Program. The City Council will hold a public hearing to provide information and receive citizen's comments regarding the submission of an application to the Department of Employment and Economic Development, Small Cities Development Grant Program. Grant dollars, if awarded, will be utilized for commercial and single-family owner-occupied housing rehabilitation.

Community Development Director Smith Strack presented a brief slideshow and explained the potential for \$670,000 dollars available for use with in the funding area.

Funding Specialist Chelsea Alger reviewed the application process and administration of the grant if received. Alger highlighted both the commercial and private advantages and how the forgivable loan would work.

Mayor Meyer inquired only the buildings indicated with in the targeted area would be eligible for money. Funding Specialist Alger explained any building within the area is eligible for grant proceeds provided they fit the application requirements.

Mayor Meyer opened the public hearing at 7:03 PM and asked for public comment.

No one spoke at the public hearing.

MOTION by Councilmember LeMieux, second by Councilmember Coop, to close the public hearing at 7:03 PM. ALL VOTED AYE. MOTION CARRIED.

6.2.1 Resolution 20-019, A Resolution in Support of a Small Cities Development Program Project.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve Resolution 20-019, A Resolution in Support of a Small Cities Development Program Project. ALL VOTED AYE. MOTION CARRIED.

6.2.2. Resolution 20-020 A Resolution Declaring Slum and Blight Area in Conjunction with a Small Cities Development Program Grant Application.

MOTION by Councilmember Coop, second by Councilmember LeMieux, to approve Resolution 20-020 A Resolution Declaring Slum and Blight Area in Conjunction with a Small Cities Development Program Grant Application. ALL VOTED AYE. MOTION CARRIED.

7. BUSINESS.

7.1. Presentation of Claims.

7.1.1. Pay Request No. 2 by Mineral Service Plus, for Well No. Three Rehabilitation.

Mayor Meyer inquired on the charge to Jordan hardware and inquired if the purchase could have been made in town. Public Works Superintendent Fahey explained the charge was for keys to be cut. Fahey explained these particular keys are unable to be cut in town. Councilmember Chard inquired the charge to Gerres Welding. Fahey explained the charge was for cutting edges and noted it being cost effective for Gerres to do the work verses ordering the part in.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve the presentation of Claims as presented. ALL VOTED AYE. MOTION CARRIED.

7.2. Acceptance of Annual Economic Development Report – Guests Rick Krant and Lisa Fahey.

Economic Development Chair Rick Krant and Co-chair Lisa Fahey were present to review the required annual submittal of the EDA report. Krant reviewed the core functions of the board, their accomplishments and what their 2020 goals.

Mayor Meyer thanked the members for the dedication and planning noting the work it takes to make the City run successfully. EDA Commissioner Krant thanked Community Services Director Smith Strack and the Council for their leadership.

7.3. Community Conversations.

City Administrator Meyer explained staff are requesting direction on whether to continue Community Conversations and request dates if suggested.

It was the consensus of the Council to continue with Community Conversations and the recommendation of option A, Wednesday nights of the 5-month summer series.

Mayor Meyer suggested a partnership with the town team baseball and a potential exhibition game. Councilmember Krings suggested touring one of the City's water facilities for one of the events. Krings also suggested inviting former Mayors for a photo opportunity or inviting various business to showcase during the event to increase participation. Krings also suggested a citizen question section in the newsletter where questions could be answered monthly.

7.4. Change Order No. 8 for the Aquatic Center

Mayor Meyer noted that Resolution 20-023 Authorizing Change Order Number 8 to the Aquatic Center Project was included in the packet but omitted from the consent agenda and requested review and action.

City Administrator Meyer explained the change order is a refund of the remaining contingency allowance not used during construction. Meyer explained the credit is a reduction in the overall cost of the aquatic center.

MOTION by councilmember LeMieux, second by Councilmember Coop, to approve Resolution 20-023 Authorizing Change Order Number 8 to the Aquatic Center Project. ALL VOTED AYE. MOTION CARRIED.

10. ADMINISTRATION.

10.1. Upcoming Meetings.

- 1. Chamber & EDA Gala, 5:30-7:30, Tuesday, January 28.**
- 2. Office Closed for Safety Training, Wednesday, January 29, 11:00 AM – 1:00 PM.**
- 3. Design Committee, Monday, February 3, 5:15 PM.**
- 4. City Council, Monday, February 3, 6:30 PM.**
- 5. Work Session, Monday, February 3, 6:45 PM.**
- 6. EDA, Monday, February 10, 5:00 PM.**
- 7. Planning, Monday, February 10, 6:30 PM.**
- 8. Public Safety, Tuesday, February 11, 7:30 AM.**
- 9. Public Works, Thursday, February 13, 9:00 AM.**

Mayor Meyer announced the scheduled work session has been cancelled and will be rescheduled to a future date. The Council was reminded of the upcoming meetings as listed.

Finance Director Jirik announced absentee voting is open and taking place at the Scott County Public Works building. Jirik explained the change in choosing a party ballot and noted if citizens have questions they can call City Hall and ask for her or go to the Minnesota Secretary of State website. Mayor Meyer inquired if absentee voting can only happen during regular business hours. Jirik confirmed and noted a Saturday option may be announced.

11. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Krings, to adjourn the Regular Session at 7:23 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary