

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
FEBRUARY 1, 2021**

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 Monday, February 1, 2021 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 Krings, Coop, LeMieux and Chard 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.

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 19, 2021.
- 4.2. Work Session Minutes of January 19, 2021.
- 4.3. Resolution 21-022 Resolution Approving the Issuance of, and Providing the Form, Terms, and Covenants for the Issuance of Its Tax Increment Revenue Note, Series 2021 (Phase I), in an Aggregate Principal Amount not to Exceed \$473,700. (Belle Court Apartments, Phase One)
- 4.4. Resolution 21-023 Approving the Reduction of Liquor License Fees for the 2021-2022 Liquor License Renewal due to State Mandated Restrictions for 2020-2021 Licenses holders.
- 4.5. Resolution 21-029 Approving the Joint Powers Agreement along with the Court Data Services Subscriber Amendment.
- 4.6. Resolution 21-030 Resolution Authorizing Contract with Bolton-Menk for Community Video Production.
- 4.7. Accepting Letter of Resignation from Apryl Grund, Probationary Full-Time Officer, Effective January 28, 2021 and authorize Staff to seek candidates to fill the position.
- 4.8. Resolution 21-031 Approving Modified Job Description for Assistant Aquatic Center Manager.

Mayor Meyer inquired on the Aquatic Center Assistant Manager. City Administrator Meyer explained the position is not a new position but rather is updated to reflect current duties now that the Aquatic Center Manager is on full time.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve the consent agenda as follows: 4.1. Regular Session Minutes of January 19, 2021; 4.2. Work Session Minutes of January 19, 2021; 4.3. Resolution 21-022 Resolution Approving the Issuance of, and Providing the Form, Terms, and Covenants for the Issuance of Its Tax Increment Revenue Note, Series 2021 (Phase I), in an Aggregate Principal Amount not to Exceed \$473,700. (Belle Court Apartments, Phase One) 4.4. Resolution 21-023 Approving the Reduction of Liquor License Fees for the 2021-2022 Liquor License Renewal due to State Mandated Restrictions for 2020-2021 Licenses holders; 4.5. Resolution 21-029 Approving the Joint Powers Agreement along with the Court Data Services Subscriber Amendment; 4.6. Resolution 21-030 Resolution Authorizing Contract with Bolton-Menk for Community Video Production; 4.7. Accepting Letter of Resignation from Apryl Grund, Probationary Full-Time Officer, Effective January 28, 2021 and authorize Staff to seek candidates to fill the position and 4.8. Resolution 21-031 Approving Modified Job Description for Assistant Aquatic Center Manager. ALL VOTED AYE. MOTION CARRIED.

RECOGNITION OF SERVICE

Crystal Doyle – EDA 2015 - 2021

Ryan Herrmann – Parks Commission 2017 - 2021

Mayor Meyer presented the certificates of recognition of service to Crystal Doyle for her service to the EDA from 2015-2021 and Ryan Herrmann for his service to the Parks Commission from 2017-2021. Meyer thanked the recipients for their service to the community.

5. DEPARTMENT REPORTS.

5.1. Public Works Report.

Public Works Superintendent Fahey was present. Fahey highlighted the Public Works report and drew attention to the back of the report noting the City pumped six million gallons less of water this year from last.

Mayor Meyer inquired if the ice rinks and curling lanes were open. Public Works Superintendent Fahey confirmed the rinks and curling lanes are open and noted another instructional night will be held soon.

5.2. City Engineer Report.

City Engineer Duncan was present. Duncan highlighted the Engineer's report and noted the bids were received for the 2021 project along with the sixth payment on the bridge was made with final payment in 2025.

5.3. Administration Report.

City Administrator Meyer was present. Meyer highlighted the Administrators report and noted as approved in the consent agenda the City will be moving forward with a Community Video. Meyer explained the Video is part of the 2021 EDA goals and noted a kick off meeting will be held. Meyer explained the 2021 bids were received with the project receiving 15 bids which is the highest amount of bids in the last seven years.

Mayor Meyer noted City Administrator Meyer and he will be attending the quarterly meeting with the Scott County Administrator if Council has anything they want brought forward.

5.4. Emergency Operations Report.

Police Chief Stier was present. Stier highlighted the Emergency Operations report and noted he removed the 30 day look back in favor of Scott County and Belle Plaine specific information.

Mayor Meyer inquired on the COVID vaccines. Chief Stier explained 4.4% of Scott County's population has received the first dose and 1% of the population has received the second dose. Stier noted anyone on the Police Department who elected to get the vaccine has received both doses and the Fire Department will be receiving their second dose on Wednesday.

6. PUBLIC HEARINGS. None Scheduled.

7. BUSINESS.

7.1. Presentation of Claims.

Mayor Meyer inquired on the Belle Plaine Herald newsletter charge. City Administrator Meyer explained the charge was for two runs of the newsletter.

Councilmember Chard inquired on the Bound Tree Medical. City Administrator Meyer explained they are trauma bags for the Fire Department.

Mayor Meyer inquired on the towmaster charge. City Administrator Meyer explained the \$115,000.00 is broken up as it is three different line items charged.

MOTION by Councilmember Coop, second by Councilmember LeMieux, 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.

Community Development Director Smith Strack explained EDA president Krant and she will be presenting the Annual Economic Development Report.

Councilmember Chard inquired on the taxable market value sales. Community Development Director Smith Strack explained that portion is part of the change over from land use. Smith Strack noted she does not have the actual number for the agriculture acres developed.

Councilmember LeMieux inquired on the full life cycle housing. Community Development Director Smith Strack explained full life cycle housing is the concept of having housing from birth to retirement. Smith Strack noted to achieve this a variety of lot sizes, prices, styles, house sizes, types and values of housing is needed.

MOTION by Councilmember LeMieux, second by Councilmember Krings, to accept the Annual Economic Development Report. ALL VOTED AYE. MOTION CARRIED.

7.3. Resolution 21-025 Award Bid for the 2021 Improvement Project.

City Administrator Meyer explained the bid opening for the 2021 Improvement Project was January 28. Meyer noted 15 bids were received and the apparent low bid was Kuechle Underground.

City Engineer Duncan explained the bids were very competitive and acknowledged the Council's foresight in securing competitive bids. Duncan explained Kuechle Underground, Inc is known and recommended.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Resolution 21-025 Award Bid for the 2021 Improvement Project. ALL VOTED AYE. MOTION CARRIED.

7.4. Resolution 21-026 Authorizing Preliminary Report for the Proposed 2023 Street and Utility Improvement Project.

City Administrator Meyer explained the City entered into a charter agreement at the January 19 City Council meeting with Scott County. Meyer explained the preliminary plan is the first step in the longer process for the 2023 Street and Utility Improvement Project with Scott County.

City Engineer Duncan reviewed the protracted schedule as well as the cooperative process with Scott County. Duncan noted the City will elect to follow the 429 process as well as the Scott County process. Duncan explained the preliminary report will not come back to Council for review until June or July with plans being reviewed in September of 2022 and bids in December of 2022. Duncan explained the proposed 2023 project consists of seven blocks of reconstruction and the remaining overlay with curbs. Duncan noted the City will do final plans noting the County Road will not be part of the City assessment.

Councilmember Chard inquired if the County will engineer the project. City Engineer Duncan explained the City will provide the engineering with the County being part of the process and reviews. Duncan

explained no additional cost will be a burden of the residents and explained residents will only pay for what they receive.

Mayor Meyer noted assessment for the 2023 project will be no different than the 2021 project. City Engineer Duncan confirmed.

MOTION by Councilmember Krings, second by Councilmember Chard, to approve Resolution 21-026 Authorizing Preliminary Report for the Proposed 2023 Street and Utility Improvement Project. ALL VOTED AYE. MOTION CARRIED.

7.5. Prairie Gardens.

Community Development Director Smith Strack provided an overview of the Prairie Gardens Developers Agreement and Final Plat along with a brief slideshow. Smith Strack noted Gary and Lynn Crosby request consideration of a final plat for Prairie Gardens a townhome community consisting of 66 lots on 9.4 acres. Smith Strack explained the townhome community will have an HOA , sidewalk access and disclosures of water pooling in yards.

Mayor Meyer inquired when the financial numbers will come in. Community Development Director Smith Strack explained minor adjustments are being made along with any council adjustments.

Councilmember Chard inquired on the grading plan for the utility road. City Engineer Duncan explained the utility road will be paved and maintained instead of a turnaround.

Councilmember Coop inquired why outlot B was chosen for the parkland. Community Development Director Smith Strack explained the property was included in the preliminary plat and noted at that time the outlot could potentially make a larger park in the future. Coop inquired if trail will led to the park and if the land is ready to build on. Smith Strack confirmed sidewalk and trail access will led to the park and noted the land will be deeded to the city as is.

Mayor Meyer inquired if the land dedication allows for the City to build a park now or wait until more land is acquired. Community Development Director Smith Strack confirmed.

7.5.1. Resolution 21-027 A Resolution Approving a Developers Agreement for Prairie Gardens and Authorizing and Directing Execution Thereof.

MOTION by Councilmember Chard, second by Councilmember Krings, to approve Resolution 21-027 A Resolution Approving a Developers Agreement for Prairie Gardens and Authorizing and Directing Execution Thereof. ALL VOTED AYE. MOTION CARRIED.

7.5.2. Resolution 21-028 A Resolution Approving Final Plat of Prairie Gardens.

MOTION by Councilmember Coop, second by Councilmember LeMieux, to approve Resolution 21-028 A Resolution Approving Final Plat of Prairie Gardens. ALL VOTED AYE. MOTION CARRIED.

8. ADMINISTRATION.

8.1. Upcoming Tentative Meetings.

1. EDA, 5:00 PM, Monday, February 8.
2. Planning, 6:30 PM, Monday, February 8.
3. Public Safety, 7:30 AM, Tuesday, February 9.
4. Public Works, 9:00 AM, Thursday, February 11.
5. City Offices Closed in Observance of Presidents Day, Monday, February 15.
6. Parks Commission, Tentative, 5:00 PM, Monday, February 22.

7. City Council, 6:30 PM, Monday, February 22.
8. Work Session, 6:45 PM, Monday, February 22.
9. OAA Meeting, 6:00 PM, Wednesday, February 24.

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

9. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember LeMieux, to adjourn the Regular Session at 7:13 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Bonnie Vinkemeier
Acting Recording Secretary

Renee Eyrich
Recording Secretary