

**BELLE PLAINE CITY COUNCIL  
REGULAR MEETING  
FEBRUARY 4, 2019**

**1. PLEDGE OF ALLEGIANCE.**

Mayor Christopher 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 4, 2019 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 Ben Stier, Cary Coop and Renee LeMieux present. Councilmember Paul Chard 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 Stolee. 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.

Councilmember Coop inquired if a Councilmember wanted to add something to the agenda what the process is, if it can be added the night of or if it needed to be added before. City Administrator Meyer explained items can be added the night of the meeting provided a motion and a second are made with the majority approval from Council.

**4. APPROVAL OF CONSENT AGENDA.**

- 4.1. Regular Session Minutes of January 22, 2019.
- 4.2. Resolution 19-026 Appointing Sarah Meyenburg as Public Works Electrician.
- 4.3. Resolution 19-028 Closing 2010A G.O. Improvement Refunding Bond (Fund 535) And Transferring The Remaining Balance To Capital Fund (Fund 402).

MOTION by Councilmember LeMieux, second by Councilmember Coop, to approve the consent agenda as follows: 4.1. Regular Session Minutes of January 22, 2019; 4.2. Resolution 19-026 Appointing Sarah Meyenburg as Public Works Electrician and 4.3. Resolution 19-028 Closing 2010A G.O. Improvement Refunding Bond (Fund 535) And Transferring The Remaining Balance To Capital Fund (Fund 402). ALL VOTED AYE. MOTION CARRIED.

Councilmember Coop inquired if it is allowed for a single Councilmember to move an item from consent agenda to the business portion of the agenda. City Administrator Meyer explained the Mayor can accept the request to move an item from the consent agenda to the business portion of the meeting or a motion and a second are made with the majority approval from the Council. Coop inquired if Councilmembers can discuss individual items and then vote on the entire consent agenda. Meyer explained consent agenda is to be approved as presented, however if there is a question the Mayor can acknowledge the question. Coop clarified everything on the consent agenda cannot be amended. Meyer affirmed.

**5. DEPARTMENT REPORTS.**

**5.1. Public Works Report.**

Public Works Superintendent Fahey was present. Fahey added caution for residents with current icy road conditions and predicted snow fall. Fahey explained the Aquatic Center is going well and noted City Administrator Meyer and he were onsite picking out colors today.

Mayor Meyer inquired on any road incidents today due to the ice. Police Chief Stolee explained a few accidents were reported however residents did a good job of slowing down. The Council acknowledged receipt of the Public Works Report.

## **5.2. City Engineer Report.**

City Engineer Duncan was present. Duncan added he received notification that the MSAS State Aid will remain unchanged noting the last cash payment was made and the MSAS fund will now replenish over time. The Council acknowledged receipt of the City Engineer Report.

## **5.3. Administration Report.**

City Administrator Meyer was present. Meyer explained the 2018 Charitable Gambling Report was attached noting funds were used to upgrade the City's AED units. Meyer explained the AED's will be rolled out after staff training.

Mayor Meyer inquired on if all of the City's first responders carry AED's. City Administrator Meyer confirmed the Fire Department has AED's along with every squad car carries one. Mayor Meyer inquired on how the City gets the charitable gambling numbers. City Administrator Meyer explained the numbers are reported to the state and based on those numbers the City receives the Charitable gambling funds..

## **6. PUBLIC HEARINGS. NONE SCHEDULED.**

## **7. BUSINESS.**

### **7.1. Presentation of Claims**

**7.1.1. North Sanitary Project – Pay Request No. 2 to EJM Pipe Services, Inc.**

**7.1.2. Aquatic Center Project – Pay Request No. 2 to Bradbury Stamm Construction  
Winkelman, LLC.**

Mayor Meyer inquired on what Lexipole, LLC Subscription and Scott County Treasurers expenses where for. Chief Stolee explained Lexipole is the online policies subscription which insures the federal and state mandates are always up to date. City Administrator Meyer added the subscription tracks and ensures officers meet the newest and updated training policies. Meyer explained the Scott County Treasurers expense is an annual technical payment. Councilmember Coop inquired if it's allowed for a Councilmember to take off an item from the folio and vote on it separate. City Administrator Meyer explained a Motion and a second with the acceptance from the council. Coop inquired why the Council signs the folio when the minutes record the Council voted to approve them. Meyer explained signing is a State law requirement to have the signatures on file that shows Council has physically seen the folio. Meyer noted the folio cannot be changed after approved and signed which is a protection to the City for theft and errors.

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

### **7.2. Resolution 19-027 Approving Plans and Specifications and Authorizing Advertisement for Bids for the 2019 Street Project.**

City Engineer Duncan explained the Plans and Specifications for the 2019 Street Project have been drawn up with no significant change. Duncan noted the Council added the South Street sewer extension as an alternative bid. Duncan explained advertisement will begin February 6, with bid opening on Thursday February 28 at City Hall.

Mayor Meyer inquired if prospective bidders needed to bid on both projects. City Engineer Duncan confirmed bidders would be required to bid on both projects.

MOTION by Councilmember Coop, second by Councilmember LeMieux, to approve Resolution 19-027 Approving Plans and Specifications and Authorizing Advertisement for Bids for the 2019 Street Project. ALL VOTED AYE. MOTION CARRIED.

#### **8. ADMINISTRATION.**

##### **8.1. Upcoming Meetings.**

1. EDA, 5:00 PM, Monday, February 11.
2. Planning and Zoning, 6:30 PM, Monday, February 11.
3. Public Safety, 4:30 PM, Tuesday, February 12.
4. EDA/Chamber Gala, 5:30-7:30 PM, Wednesday, February 13.
5. Public Works Committee, 9:00 AM, Thursday, February 14.
6. City Offices Closed in Observation of Presidents Day, Monday, February 18.
7. Park Board, 5:00 PM, Tuesday, February 19.
8. City Council, 6:30 PM, Tuesday, February 19.
10. Work Session, 6:45 PM, Tuesday, February 19.

Mayor Meyer reminded the Council of upcoming meetings as listed.

#### **9. ADJOURN.**

MOTION by Councilmember Coop, second by Councilmember Stier, to adjourn the Regular Session at 6:45 PM> ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich  
Recording Secretary