

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
MARCH 5, 2018**

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, March 25, 2018 at 6:30 p.m. in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Christopher Meyer called the meeting to order with Councilmembers Paul Chard, Ben Stier and Cary Coop present. Theresa McDaniel arrived at 6:32 PM.

Also present were Interim City Administrator Dawn Meyer, Community Development Director Cynthia Smith Strack, Public Works Superintendent Al Fahey, Community Services Director Mindy Chevalier and Police Chief Tom Stolee. Wanda Savage served as the video recording operator. City Engineer Joe Duncan and City Attorney Bob Vose were not present.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of February 20, 2018

4.2. Resolution 18-026 Appointing Dawn Meyer as the City Administrator.

4.3. Authorize Advertising to Seek Candidates for Finance Director position.

4.4. Resolution 18-027 Appointing Al Fahey as Temporary Acting City Administrator.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve the consent agenda as follows: 4.1. Regular Session Minutes of February 20, 2018; 4.2. Resolution 18-026 Appointing Dawn Meyer as the City Administrator; 4.3. Authorize Advertising to Seek Candidates for Finance Director position and 4.4. Resolution 18-027 Appointing Al Fahey as Temporary Acting City Administrator. ALL VOTED AYE. MOTION CARRIED.

5. Certificate of Appreciation:

Anthony Hetzel – Planning and Zoning Commission

Catherine Tarbell – Planning and Zoning Commission

Mayor Meyer presented a certificate of appreciation to Catherine Tarbell for her service on the Planning and Zoning Commission. Mayor Meyer also recognized Anthony Hetzel for his service on the Planning and Zoning Commission. Anthony Hetzel was not present.

St. Patrick's Day Proclamation for Saturday, March 17, 2018.

Mayor Meyer read the St. Patrick's Day Proclamation for the celebration on Saturday, March 17, 2018.

6. DEPARTMENT REPORTS.

6.1. Public Works Department.

Public Works Superintendent Al Fahey was present. Fahey provided a public service announcement stating Public Works crews will start plowing at 3AM, requesting residents move cars off the streets. The Council acknowledged receipt of the Public Works report.

Councilmember Coop inquired what the legal requirements for lifeguards at the swimming pool. Public Works Superintendent Fahey explained to his knowledge there is not any, posting no guards would be

sufficient. Coop inquired how many lifeguards are currently staffed on a busy day, why and if Fahey believes the pool is staffed correctly. Fahey explained the pool has 5 lifeguards on deck and one in the shack during open hours which are 1pm-5pm and 6pm-9pm daily. Fahey explained the pool staffs 5 guards on deck to watch the waters as their main focus splitting areas up into diving boards, slide, basketball hoop and two on each side of the shallow area. Lifeguards general roll is to watch the waters and protect the swimmers. Fahey stated the average number of kids daily is between 110-120. Fahey believes the pool is staffed appropriately. Coop inquired as to the pay range for lifeguards. Fahey explained the average pay is \$12.50 per hour with the high end of \$15.50 and the low end of \$9.65. Councilmember Stier inquired if there was a way to turn off the lights at the skating rink now that the rink is closed for the season. Fahey explained he will make sure the lights are turned off for the season.

6.2. City Engineer Report.

City Engineer Joe Duncan was not present. The Council acknowledged receipt of the City Engineer report.

6.3. Administration Report.

Interim City Administrator Dawn Meyer was present. Meyer reported the Minnesota Lawful Gambling report is attached to the administration report for council review. Mayor Meyer inquired if the 10% is a state requirement. Meyer reported 10% is the state requirement and funding should go toward public safety. The council acknowledged receipt of the Administration report.

Councilmember Coop requested a report on geothermal energy production and a cost comparison of surrounding newspaper to serve as the official City newspaper.

7. PUBLIC HEARINGS – NONE SCHEDULED.

8. BUSINESS.

8.1. Presentation of Claims.

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

8.2. Authorize City Hall Safety Improvements.

Interim City Administrator Meyer explained to Councilmembers in August of 2017 plans for safety improvements at City Hall were approved. In order to minimize the financial impact of the safety improvements City Staff will serve as the general contractor for the project. Explaining Public Works staff will be performing most of the construction work and Contractors will be utilized for required licensed work only. Meyer explained safety improvements will be completed in two phases. Phase one consists of the entry, reception area and front offices being completed this Spring. The back offices and Council Chambers are scheduled for completion in phase two, next year. Meyer explained the improvements are meant to provide a safe working environment for staff and bring the building into compliance on non-compliance items. Meyer believes by keeping construction in-house the safety improvement budget should come in lower than the projected \$85,000.

MOTION by Councilmember Coop, second by Councilmember Stier, to Authorize City Hall Safety Improvements. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.

- 1. Public Works, 9:00 am, Thursday, March 8.**
- 2. EDA, 5:00 pm, Monday, March 12.**
- 3. Planning Commission, 6:30 pm, Monday, March 12.**
- 4. Public Safety Meeting, 4:30 pm, Tuesday, March 13.**

5. Park Board, 5:00 pm, Monday, March 19.

6. City Council, 6:30 pm, Monday, March 19.

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember McDaniel, second by Councilmember Coop, to adjourn the meeting at 6:43 p.m.
ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary