BELLE PLAINE CITY COUNCIL
REGULAR MEETING
APRIL 17, 2023

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, April 17, 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 Councilmembers Cary Coop, Patricia Krings, James Evans and Ryan Ladd present.

Also present were City Administrator Meyer, Police Chief Stier, Public Works Superintendent Otto, City Engineer Duncan, Finance Director Jirik, Community Development Director Smith Strack, and City Attorney Vose. 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 of the Whole 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 April 3, 2023.
5.2. Work Session Minutes of April 3, 2023.
5.3. Resolution 23-046 A Resolution Approving Terms of a ROSE Program Loan to Pankonin Enterprises LLC, Ashton Pankonin, 104/106 Main Street East.
5.4. Resolution 23-047 Appointing Nicholas Nolden and Gavin Peterson as Full Time Public Works Seasonal Employees for the 2023 Season.
5.5. Resolution 23-048 Appoint Roger Pivec and Larry Hanson as Part Time Public Works Seasonal Employees.
5.6. Resolution 23-049, A Resolution Approving a State of Minnesota Joint Powers Agreements with the City of Belle Plaine on Behalf of its Police Department.
5.7. Resolution 23-050 Approving Memorandum of Understanding between immigration and Customs Enforcement and Local Law Enforcement Agency for the Reimbursement of Joint Operations Expenses from the Treasury Forfeiture Fund and Authorizing the Police Chief to Execute.
5.8. Resolution 23-051 Approving Site Host Agreement For Xcel Energy Owned Public Fast Charging Network EV Station and Authorizing Execution Thereof.
5.9. Resolution 23-052 Resolution Temporarily Waiving Plumbing Permit Fee For Service Line Placement/Replacement in the 2023 Downtown Project Area.
5.10. Authorize Hiring of Vibration Specialist.
5.11. Resolution 23-055 A Resolution Amending Resolution 23-002 Adopting the 2023 Committee Appointments.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve the consent agenda as follows: 5.1. Regular Session Minutes of April 3, 2023; 5.2. Work Session Minutes of April 3, 2023; 5.3. Resolution 23-046 A Resolution Approving Terms of a ROSE Program Loan to Pankonin Enterprises LLC, Ashton Pankonin, 104/106 Main Street East; 5.4. Resolution 23-047 Appointing Nicholas Nolden and Gavin Peterson as Full Time Public Works Seasonal Employees for the 2023 Season; 5.5. Resolution 23-048 Appoint Roger Pivec and Larry Hanson as Part Time Public Works Seasonal

Employees; 5.6. Resolution 23-049, A Resolution Approving a State of Minnesota Joint Powers Agreements with the City of Belle Plaine on Behalf of its Police Department; 5.7. Resolution 23-050 Approving Memorandum of Understanding between immigration and Customs Enforcement and Local Law Enforcement Agency for the Reimbursement of Joint Operations Expenses from the Treasury Forfeiture Fund and Authorizing the Police Chief to Execute; 5.8. Resolution 23-051 Approving Site Host Agreement For Xcel Energy Owned Public Fast Charging Network EV Station and Authorizing Execution Thereof; 5.9. Resolution 23-052 Resolution Temporarily Waiving Plumbing Permit Fee For Service Line Placement/Replacement in the 2023 Downtown Project Area; 5.10. Authorize Hiring of Vibration Specialist and 5.11. Resolution 23-055 A Resolution Amending Resolution 23-002 Adopting the 2023 Committee Appointments. ALL VOTED AYE. MOTION CARRIED.

PROCLAMATION
Arbor Day Proclamation – April 28, 2023.

Mayor Woletz read the Arbor Day Proclamation.

6. DEPARTMENT REPORTS.
6.1. Ambulance Department. (Report Only)

Ambulance Director Burton was present. Burton highlighted the Ambulance Report and noted 127 calls for the month.

Mayor Woletz inquired on the period of time with no calls. Ambulance Director Burton confirmed the department went about 30 hours without a call, Burton noted the reprieve was short lived.

6.2. Fire Department.

Fire Chief Otto was not present. The Council acknowledged receipt of the report.

6.3. Police Department.

Police Chief Stier was present. Stier highlighted the Police Department report and noted 899 calls and a 88% clearance rate.

Mayor Woletz acknowledged Chief Stier's President's Award from the Minnesota Chiefs of Police presented to Chief Stier. Woletz noted the award was presented in appreciation for his willingness to take on multiple committee leadership roles and other efforts that contribute to the success of the Minnesota Chiefs of Police Association for 2022. Chief Stier thanked the Council for their support.

6.4. Community Services Department. (Report Only)

Community Services Director Koller was not present. Council acknowledged receipt of the report.

6.5. Community Development Department.

Community Development Director Smith Strack was present. Smith Strack highlighted the Community Development report and noted the EDA met and developed an initial deadline for EDA grant funding for Downtown property owners as May 15 for street improvement project related grants. Smith Strack explained a core team met to help facilitate local resources.

Councilmember Coop inquired on the permits noting 2023 is way up from 2022.Community Development Director Smith Strack confirmed and noted staff often see fluctuations from year to year and noted staff anticipate an increase for 2023.

Mayor Woletz introduced City Administrator Meyer for a Downtown Construction update. City Administrator Meyer explained staff received a press release of the intent of the contractor to begin construction on Monday, April 24, 2023.

7. PUBLIC HEARINGS. None.

8. BUSINESS.
8.1. Presentation of Claims.
8.1.1. Pay Request No. 1, Mineral Service Plus for Two Test Wells/Seal Well No. 1 Project.

MOTION by Councilmember Coop, second by Councilmember Evans, to approve the reviewed claims as presented in the amount of $366,956.28. Councilmembers Coop, Evans, Woletz and Krings VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED.

8.2. Accepting the 2022 Audit Report and Management Letter.

Finance Director Jirik explained the City must complete an annual audit per the Minnesota Office of the State Auditor. Jirik introduced Brad Falteysek of ABDO the City's independent financial auditing firm.

Brad Falteysek reviewed the 2022 Audit results noting the City remains financially strong and stable.

Councilmember Coop inquired on the significant findings section. Falteysek explained no findings are being reported from their testing.

Councilmember Krings inquired with banks having difficulty should the city be concerned where money is kept. Falteysek explained the State has rules for public money requiring that banks must pledge collateral. Falteysek explained bank security is tested as required by the State of MN Audit Standards.

MOTION by Councilmember Evans, second by Councilmember Coop, to accept the 2022 Audit Report and Management Letter. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 23-054 Accepting Bid and Authorizing the Episcopalian Church Restoration Project Phase II.

City Administrator Meyer explained Gary Johnson of SMSQ has prepared the bids for review for the Episcopalian Church Restoration Project Phase II. Meyer explained the Public Works Committee reviewed the bids and it was determined an error in the bid spreadsheet showed an additional cost of $28,000.00 which should have been reflected as in kind work as staff would be doing the work.

MOTION by Councilmember Coop, second by Councilmember Woletz, to approve Resolution 23-054 Accepting Bid and Authorizing the Episcopalian Church Restoration Project Phase II. Councilmembers Coop, Woletz, Krings and Evans VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED 4-1.

8.4. Support Letter to Scott County Board of Commissioners.

City Administrator Meyer explained the City of Prior Lake is requested the City of Belle Plaine sign a letter of support. Meyer explained the letter requests the county to follow the original Comprehensive Plan as it pertains to development outside City limits.

Community Development Director Smith Strack explained cities and the county are required to submit local comprehensive plans to the Metropolitan Council every ten years. Smith Strack noted plans must be consistent with regional plans for growth, plans identify what areas are future urban growth and areas that are expected to remain rural. Smith Strack explained planning guides municipal infrastructure investment and where well and septic's are allowed. Smith Strack noted the letter speaks to standing by the County's comprehensive plan as it was written, approved by the Metro Council, and reviewed by local jurisdictions. Smith Strack explained the issue addressed is where well and septic development is allowed in relation to where previous investment in urban infrastructure to service identified urban growth areas have been made.

MOTION by Councilmember Coop, second by Councilmember Evans, to approve the support letter to Scott County Board of Commissioners. ALL VOTED AYE. MOTION CARRIED.

8.5. Resolution 23-053 Authorize Purchase of an Emergency Generator from Midwest Electric and Generator, Inc for Public Works.

Public Works Superintendent Otto explained the department has seen electrical issues causing lift stations or facilities to be down for up to 8-9 hours. Otto explained staff have received quotes for the purchase of an emergency mobile generator to be used as a backup for lift stations and facilities. Otto noted staff have recommended the quote from Midwest in the amount of $72,855.60 as it meets all the needs of the City.

Councilmember Ladd requested Otto give a general explanation on what lift stations do. Public Works Superintendent Otto explained lift stations pump sewage up to gravity level to flow to the treatment facility. Ladd noted the request is for portable and not permanent and inquired if it would be beneficial to have two permanent generators. Otto confirmed the request is for a portable generator and noted the bluff and storm water holding pond do not allow for a permanent generator to be placed at the lift stations.

Councilmember Evans inquired on the difference on the two lower quotes. Public Works Superintendent Otto explained the company bid a smaller unit which does not meet the department needs.

Councilmember Krings noted the purchase could be used for more then just emergencies and opined it would be a great investment for the City.

Councilmember Ladd explained he would vote to approve if the request was for two permanent generators one for each lift station.

MOTION by Councilmember Krings, second by Councilmember Coop, to approve Resolution 23-053 Authorize Purchase of an Emergency Generator for Midwest Electric and Generator, Inc. for Pubic Works. Councilmembers Krings, Coop, Evans and Woletz VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED.

9. ADMINISTRATION.
9.1. Upcoming Tentative Meetings.

1. Finance Ways & Means, Thursday, April 20, 5:00 PM.
2. Design Committee, Monday, May 1, 5:00 PM.
3. City Council, Monday, May 1, 6:00 PM.
4. Work Session, Monday, May 1, 6:15 PM.

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

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Evans, to adjourn the regular session at 7:05 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary