

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
APRIL 20, 2020**

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, April 20, 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, Patricia Krings and Renee LeMieux present.

Also present were City Administrator Meyer and Detective/Sergeant Stier. Present via Zoom video conference were: Finance Director Jirik, Community Development Director Smith Strack, Fire Chief Otto, City Engineer Duncan, City Attorney Vose and Public Works Superintendent Fahey.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

- 4.1. Regular Session Minutes of April 6, 2020.
- 4.2. Resolution 20-056 Authorizing the Mayor and City Administrator to Sign the Memorandum of Understanding – On Call Qualification Changes for 2019-2020 Collective Bargaining Agreement.
- 4.3. Resolution 20-057 Adopting Job Descriptions and Wage Scale for Lifeguards, Water Safety Instructors and Aquatic Staff Positions.
- 4.4. Resolution 20-058 Reappointing Seasonal Life Guards, Water Safety Instructors and Aquatic Staff for the 2020 Belle Plaine Aquatic Center Season.
- 4.5. Accept the resignation of part-time police Officer Blaz Zlate.
- 4.6. Accept the resignation of Public Works Office Assistant Shannon Rose.

MOTION by Councilmember Coop, second by Councilmember LeMieux, to approve the consent agenda as listed: 4.1. Regular Session Minutes of April 6, 2020; 4.2. Resolution 20-056 Authorizing the Mayor and City Administrator to Sign the Memorandum of Understanding – On Call Qualification Changes for 2019-2020 Collective Bargaining Agreement; 4.3. Resolution 20-057 Adopting Job Descriptions and Wage Scale for Lifeguards, Water Safety Instructors and Aquatic Staff Positions; 4.4. Resolution 20-058 Reappointing Seasonal Life Guards, Water Safety Instructors and Aquatic Staff for the 2020 Belle Plaine Aquatic Center Season; 4.5. Accept the resignation of part-time police Officer Blaz Zlate and 4.6. Accept the resignation of Public Works Office Assistant Shannon Rose. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Ambulance Director Sweeney was not present. The Council acknowledged receipt of the Ambulance report.

5.2. Fire Department.

Fire Chief Otto was present via zoom video conference. Otto highlighted the Fire Department report.

Mayor Meyer inquired on where the tanker refurbishment is at. Chief Otto explained he is holding off on sending the tanker truck to be repaired during this virus outbreak. Otto noted his concern with the department being unable to utilize the truck if the maintenance shop was closed due to the virus.

5.3. Police Department.

Detective/Sergeant Stier was present. Stier highlighted the Police Department report. Mayor Meyer noted the Governor signed an order giving first responders information on COVID patients. Detective/Sergeant Stier explained COVID information will be given to the Scott County Dispatchers and if emergency responders are dispatched to that address they will be informed a positive person is at that address. Stier stressed names will not be identified only addresses where confirmed positive person reside.

5.4. Community Services Director.

Community Services Director Koller was present via zoom video conference. Koller highlighted the Community Services Report noting the lack of activities due to the restrictions put in place from COVID-19. Koller explained childcare for essential workers only continues and Preschool/ECFE classes are continuing through distance learning.

5.5. Community Development Department.

Community Development Director Smith Strack was present via zoom video conference. Smith Strack highlighted the Community Development Report.

Mayor Meyer commented on three new house applications were received.

Arbor Day Proclamation.

Mayor Meyer read the Arbor Day Proclamation.

6. PUBLIC HEARINGS. None.

7. BUSINESS.

7.1. Presentation of Claims.

Mayor Meyer requested clarification on the bodycam storage fee billing cycle. Detective/Sergeant Stier explained it is a quarterly fee. Meyer requested clarification on the Scott County fines payment. City Administrator Meyer explained the City collects the fines based on tickets and then sends over payment to the Scott County Attorney's Office for joint prosecution. Mayor Meyer inquired on where the ornamental railing was installed. City Administrator Meyer explained the railing was installed in the Council Chambers as part of the updates.

MOTION by Councilmember Coop, second by Councilmember LeMieux, to approve the presentation of claims. ALL VOTED AYE. MOTION CARRIED.

7.2. Resolution 20-059 Awarding Bid for the 2020 Pavement Maintenance Project to Pearson Bros., Inc. for \$63,430.00.

City Administrator Meyer explained annually a pavement maintenance project is reviewed. Meyer explained the pavement maintenance project is reviewed and recommended by the Public Works Committee prior to coming to Council for review.

City Engineer Duncan explained the recommendation from the Public Works Committee is for the 2014 Street Improvement Project on Chestnut and Raven. Duncan noted Person Bros., Inc came in with favorable pricing below the budgeted amount. Duncan suggests if Council agrees additional streets could be added along Heritage and still be within the budgeted amount.

Councilmember Chard confirmed if additional streets can be added Council should take advantage. Mayor Meyer inquired in oil prices had anything to do with the lower prices. City Engineer Duncan stated it is hard to determine the reason behind the bids and explained taking advantage of favorable pricing getting more street done this year will give the City a head start on next year's maintenance.

MOTION by Councilmember Krings, second by Councilmember Chard, to approve Resolution 20-059 Awarding Bid for the 2020 Pavement Maintenance Project to Pearson Bros., Inc. for \$63,430.00. ALL VOTED AYE. MOTION CARRIED.

7.3. Resolution 20-060 Authorizing the Mayor and City Administrator to Enter into the Construction Cooperative Agreement for Trail Maintenance with Scott County.

City Administrator Meyer explained the City received a Construction Cooperative Agreement for Trail Maintenance with Scott County. Meyer explained the agreement is new and specifies that the City will do the bidding for the projects and allows for the City to ask the County to do City trails as long as it is within the specified timeline. Meyer explained this year the County is planning on doing a seal coat solution for preventative maintenance along County Road 3 from Enterprise to Century Street. Meyer noted the City's cost is approximately \$975.00. Meyer explained City Engineer Duncan and Public Works Superintendent Fahey have sent comments of other County trails that could use attention. Meyer noted the agreement would go through December 2024.

Councilmember Krings inquired what occurred for the County to do this. City Administrator Meyer explained several Cities have talked to the County and an initiative came down from SCALE. Meyer noted the County has chosen the trail and initiated the contract. Councilmember Chard inquired if Hickory and Country Road 6 will be looked at. Meyer confirmed including Main Street from the bridge east. Krings inquired how concrete trails will be addressed. Meyer explained if County trail work is concrete, they will address them. Krings clarified the contract calls for maintenance only and not new trails. Meyer confirmed the contract is for maintenance only and is not including new construction of trails. Mayor Meyer inquired on the material being used. City Administrator Meyer explained the specifications were sent to City Engineer Duncan for review and noted her communication with the County regarding the material used. City Administrator Duncan explained the slurry seal mixture will be used and noted the County gave a location in Shakopee where this treatment has been used for staff to review. Mayor Meyer inquired if the maintenance will occur early summer. City Administrator Meyer confirmed.

MOTION by Councilmember Krings, second by Councilmember Coop, to approve Resolution 20-060 Authorizing the Mayor and City Administrator to Enter into the Construction Cooperative Agreement for Trail Maintenance with Scott County. ALL VOTED AYE. MOTION CARRIED.

7.4. Resolution 20-061 Authorizing Preliminary Report for the Proposed 2021 Street Improvement Project.

City Administrator Meyer explained after discussion with the County about another possible project was put on hold staff pulled the previous 2021 recommendation from the Public Works Committee. City Engineer Duncan explained the Public Works Committee reviews the CIP to look at upcoming street projects and scope of work. Duncan explained the committee targets reconstruction on failing turf with underlying clay sewers and cast iron water mains. Duncan explained the recommendation from the committee is for segments of Raven, Willow, Park and Market Street, noting they're manageable segments for bonding and the 429 process. Duncan explained staff's decision to move up the time table

by approximately 6-8 weeks to allow for letting dates in early January to receive the most favorable pricing for City and our residents.

Councilmember Krings inquired if the improvement of the intersection at Willow and South Street could be added to the project for review. City Engineer Duncan confirmed the intersection could be reviewed and noted the private property which may be difficult to address. Duncan also noted the Council previously authorized trail from Willow/Raven street to West Commerce Drive as part of the 2020 Project. Duncan suggested removing that trail if a review of this intersection would occur in 2021.

MOTION by Councilmember Coop, second by Councilmember LeMieux to approve Resolution 20-061 Authorizing Preliminary Report for the Proposed 2021 Street Improvement Project with the addition of Willow/South Street Intersection. ALL VOTED AYE. MOTION CARRIED.

Mayor Meyer requested an update on the 2020 Street Improvement Project from Engineer Duncan. Duncan explained he has had contact with the company noting the preconstruction meeting will happen via zoom video conference. Duncan explained a May start is expected.

8. ADMINISTRATION.

8.1. Tentative Upcoming Meetings.

1. City Council, Monday, May 4, 6:30 PM.
2. Work Session, Monday, May 4, 6:45 PM.
3. EDA, Monday, May 11, 5:00 PM.
4. Planning, Monday, May 11, 6:30 PM.
5. Public Safety, Tuesday, May 12, 7:30 AM.
6. Public Works, Thursday, May 14, 9:00 AM.

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

Mayor Meyer inquire if Detective/Sergeant Stier had any updates regarding COVID-19. Detective/Sergeant Stier explained he has no updates, noting his continual monitoring of the situation and requests residents abide by the Stay at Home Order currently in place.

9. ADJOURN.

MOTION by Councilmember LeMieux, second by Councilmember Coop, to adjourn the meeting at 7:06 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary