

**BELLE PLAINE CITY COUNCIL
REGULAR SESSION
MAY 1, 2017**

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, May 1, 2017 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, Cary Coop, and Theresa McDaniel present.

Also present were City Administrator Mike Votca, Finance Director Dawn Meyer, Community Development Director Cynthia Smith Strack, Public Works Superintendent Al Fahey, City Engineer Joe Duncan, Police Chief Tom Stolee and City Attorney Bob Vose. Wanda Savage served as the video recording operator.

3. APPROVAL OF AGENDA.

Mayor Meyer requested that consent agenda item "Resolution 17-050 Appointing Public Works Seasonal Employees" be moved to the business portion of the agenda.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve the agenda with moving consent agenda item, "Resolution 17-050 Appointing Public Works Seasonal Employees" to the business portion of the agenda. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of April 17, 2017.

4.2. Closed Personnel Committee Meeting Minutes of April 17, 2017.

4.3. Authorize the Renewal of a Four-Year Lease for the Public Works Street Sweeper.

4.4. Resolution 17-047 Adopting Special Assessment for Delinquent Fire Bill Accounts.

4.5. Resolution 17-046 Appointing Kelli Crandall as a Part-Time Police Officer with the Belle Plaine Police Department.

4.6. Approving Large Assembly Permit for Belle Plaine Historical Society for the 2017 Seasonal Farmers Market Event at Court Square.

4.7. Authorizing Updated Quote for Downtown Uplighting Project.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve the consent agenda as follows: 4.1. Regular Session Minutes of April 17, 2017, 4.2. Closed Personnel Committee Meeting Minutes of April 17, 2017, 4.3. Authorize the Renewal of a Four-Year Lease for the Public Works Street Sweeper, 4.4. Resolution 17-047 Adopting Special Assessment for Delinquent Fire Bill Accounts, 4.5. Resolution 17-046 Appointing Kelli Crandall as a Part-Time Police Officer with the Belle Plaine Police Department, 4.6. Approving Large Assembly Permit for Belle Plaine Historical Society for the 2017 Seasonal Farmers Market Event at Court Square, and 4.7. Authorizing Updated Quote for Downtown Uplighting Project. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Community Services Department.

Community Services Director Mindy Chevalier was present. The Council acknowledged receipt of the Community Services Department report.

5.2. Public Works Department.

Public Works Superintendent Al Fahey was present. The Council acknowledged receipt of the Public Works Department report.

5.3. City Engineer Report.

City Engineer Joe Duncan was present. Mayor Meyer inquired about vehicle access to homes for residents located within the 2017 street improvement project area. City Engineer Duncan replied that there are designated access routes. The Council acknowledged receipt of the City Engineer report.

5.4. Administration Report.

City Administrator Mike Votca was present. The Council acknowledged receipt of the Administration report.

6. PUBLIC HEARINGS – NONE SCHEDULED.

7. BUSINESS.

7.1. Presentation of Claims.

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

7.2. Resolution 17-044 Accepting Preliminary Report for Alley Improvements in Block 102 and Block 104 and Call for Improvement Hearing.

City Engineer Duncan presented the preliminary engineering report for the 2017 Blocks 102 and 104 alley improvement project. He provided a Power Point presentation on the construction details of the proposed project. The project cost for the Block 102 alley is estimated at \$25,815 and the Block 104 alleys are estimated at \$121, 495. The adjacent property owners will be assessed according to the City's Assessment Policy. The construction period could be slated for either 2017 or 2018.

Councilmember Chard expressed concern for properly addressing the storm water drainage issues in Block 104. He suggested more investigation into directing drainage towards the Chestnut Street and also increasing flow towards Meridian Street. City Engineer Duncan explained because of existing storm sewer mains in Chestnut Street and Meridian Street, this project is addressing only a 10-year flood event. Increased storm water drainage to help alleviate the drainage issues in the alleyways would be implemented at the time that Meridian Street is reconstructed. Mayor Meyer questioned whether action should be tabled until the information is received from the City Engineer. Finance Director Meyer explained the Council may proceed with calling for the improvement hearing, with the requested information provided at an upcoming meeting.

MOTION by Councilmember Chard, second by Councilmember Coop, to approve Resolution 17-044 Accepting Preliminary Report for Alley Improvements in Block 102 and Block 104 and Call for Improvement Hearing. ALL VOTED AYE. MOTION CARRIED.

7.3. Resolution 17-050 Appointing Public Works Seasonal Employees.

Public Works Superintendent Fahey explained the Public Works Department utilizes seasonal employees to help maintain City property during the summer months. Staff is requesting the re-appointment of Robert Stier and Roger Pivec as seasonal employees. Robert Stier wages are adjusted annually at 20 hours per week. Roger Pivec will be at \$15.00 per hour and 20 – 24 hours per week as needed.

Mayor Meyer questioned whether it is time to look at hiring a full-time employee and perhaps establishing a Parks Department. Public Works Superintendent Fahey recommended proceeding with the seasonal appointments for 2017 and further explained that future plans may include a Parks Department.

MOTION by Councilmember Coop, second by Councilmember McDaniel, to approve Resolution 17-050 Appointing Public Works Seasonal Employees. ALL VOTED AYE. MOTION CARRIED.

8. ADMINISTRATION.

8.1. Upcoming Meetings.

- 1. EDA, 5:00 pm, Monday, May 8.**
- 2. Planning, 6:30 pm, Monday, May 8.**
- 3. Public Safety, 4:30 pm., Tuesday, May 9.**
- 4. Episcopalian Church Restoration, 9:00 am, Wednesday, May 10.**
- 5. Public Works, 9:00 am, Thursday, May 11.**

The Council was reminded of the upcoming meetings as listed.

9. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Chard, to adjourn at 7:25 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary