

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
JUNE 20, 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 Tuesday, June 20, 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 Community Development Director Smith Strack, Finance Director Jirik, City Engineer Duncan, City Attorney Vose, Fire Chief Otto and Police Chief Stier. Wanda Savage served as video recording operator. City Administrator Meyer and Public Works Superintendent Otto were not present.

3. APPROVAL OF AGENDA.

Mayor Woletz added item 8.2. to Business: Closure of City Offices.

Councilmember Ladd requested item 5.6. Resolution 23-084 be moved to business item 8.3.

MOTION by Councilmember Ladd, second by Councilmember Coop, to approve the agenda with the addition of 8.2. and 5.6. being moved to 8.3. 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.*

No public forum requests were submitted.

5. APPROVAL OF CONSENT AGENDA.

5.1. Regular Session Minutes of June 5, 2023.

5.2. Work Session Minutes of June 5, 2023.

5.3. Resolution 23-081 Appointing Justin Fabel from Public Works I Employee to Public Works II Employee.

5.4. Resolution 23-082 Authorizing Transfer of funds from General Fund 101 to EDA Fund 801 for EDA Commercial Sign and Marketing Grant Program.

5.5. Resolution 23-083 Accept \$10,000.00 Donation from the Belle Plaine Friends of the Library for the Library Expansion fund.

~~5.6. Resolution 23-084 Authorizing the City to submit a 2024 Capital Budget Request to the State of Minnesota for financial assistance related to a New Public Safety Facility and Improvements to the Fire Hall.~~

MOTION by Councilmember Coop, second by Councilmember Evans, to approve the Consent Agenda as follows: 5.1. Regular Session Minutes of June 5, 2023; 5.2. Work Session Minutes of June 5, 2023; 5.3. Resolution 23-081 Appointing Justin Fabel from Public Works I Employee to Public Works II Employee; 5.4. Resolution 23-082 Authorizing Transfer of funds from General Fund 101 to EDA Fund 801 for EDA Commercial Sign and Marketing Grant Program and 5.5. Resolution 23-083 Accept \$10,000.00 Donation from the Belle Plaine Friends of the Library for the Library Expansion fund. ALL VOTED AYE. MOTION CARRIED.

VISITOR REQUEST

Jacob Grussing, Scott County Library Director: Open Access

Representatives Jacob Grussing, Scott County Library Director and Kristy Rieger, Library Technology Manager presented details on open access. If approved implementation would occur by September 1, 2023.

It was the consensus of the Council to move forward with the program.

Councilmember Evans inquired if Police Chief Stier had any issues with the expansion. Police Chief Stier explained he has talked with other chiefs who have the program and no problems have been reported.

Mayor Woletz inquired how Public Safety would access the building outside of library hours. Police Chief Stier explained a special code will be provided for emergency personnel to enter when needed.

6. DEPARTMENT REPORTS.

6.1. Ambulance Department. (Report Only)

Ambulance Director Burton was not present. The Council acknowledged receipt of the Ambulance Report.

6.2. Fire Department.

Fire Chief Otto was present. Otto highlighted the Fire Department report.

Mayor Woletz inquired on the average calls. Fire Chief Otto explained the call average is a little higher than normal noting staff have seen a steady incline over the last five years.

6.3. Police Department.

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

Councilmember Krings inquired thanked the department for the warnings policy.

Councilmember Evans thanked staff for popsicles in the park noting implementation. Police Chief Stier noted Officer Guralnik came up with the idea for popsicles in the park and the event has grown every week.

6.4. Community Services Department. (Report Only)

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

6.5. Community Development Department.

Community Development Director Smith Strack was present. Smith Strack reviewed the Community Development Department Report and noted the EDA Committee awarded \$60,000.00 in grants to Downtown business owners. Smith Strack explained homeowners who are struggling with upkeep on their home the city has a grant program available.

Mayor Woletz inquired on the steep decline in building permits. Community Development Director Smith Strack explained the decline is likely linked to a tight real estate market and construction costs.

7. PUBLIC HEARINGS. None.

8. BUSINESS.

8.1. Presentation of Claims.

8.1.1. Pay Request No. 3, Ryan Contracting Co. for 2023 Improvement Project.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve the reviewed claims as presented in the amount of \$505,225.08. Councilmembers Coop, Krings, Evans and Woletz VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED 4-1.

8.2. Closure of City Offices.

Mayor Woletz reviewed the memo to close City offices for Monday, July 3, 2023. Woletz noted City employees would be required to take PPT or take the hours unpaid.

Community Development Director Smith Strack explained the day would be used the same as the Day after Thanksgiving where offices are closed but staff is required to take their PPT time or unpaid. Smith Strack explained all offices will be closed with the exception of an administrative staff who will be in for a few hours in the morning for mandatory reporting.

MOTION by Councilmember Krings, second by Councilmember Ladd, to approve the closure of City Offices on Monday, July 3, 2023. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 23-084 Authorizing the City to submit a 2024 Capital Budget Request to the State of Minnesota for financial assistance related to a New Public Safety Facility and Improvements to the Fire Hall.

Finance Director Jirik reviewed the process of applying for State financial assistance noting applying for funding in no way means the project is moving forward. Jirik explained the without applying the City would have no opportunity to receive funds.

Mayor Woletz noted the resolution is only the request for submittal of the application for funds and further discussion will continue at Work Session. Councilmember Ladd requested the full cost of the project and the tax impact on an average house.

Community Development Director Smith Strack explained numbers are still preliminary and will be presented once known. Mayor Woletz noted the application is for 25 million and inquired the City would have to match funds. Smith Strack confirmed and noted Finance Director Jirik is looking into other funding sources as well.

Councilmember Evans inquired what happens if the application is approved and the City decides not to move forward with the project. Finance Director Jirik explained the application can be withdrawn but the City cannot apply after the deadline.

MOTION by Councilmember Krings, second by Councilmember Coop, to approve Resolution 23-084 Authorizing the City to submit a 2024 Capital Budget Request to the State of Minnesota for financial assistance related to a New Public Safety Facility and Improvements to the Fire Hall. Councilmembers Krings, Coop, Woletz and Evans VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Tentative Meetings.

1. Downtown Music and Food Trucks, 4:30-8:00 PM, Wednesday, June 28.
2. City Offices Closed Monday, July 3.
3. City Offices Closed Tuesday, July 4 in Observation of the Holiday.
4. EDA Committee, Monday, July 10, 5:00 PM.

5. Planning Committee, Monday, July 10, 6:30 PM.
6. Public Safety Committee, Tuesday, July 11, 7:30 AM.
7. Public Works Committee, Wednesday, July 12, 3:00 PM.
8. City Council, Monday, July 17, 6:00 PM
9. Work Session, Monday, July 17, 6:15 PM

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

10. ADJOURN.

MOTION by Councilmember Krings, second by Councilmember Ladd, to adjourn the regular session at 6:49 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary