BELLE PLAINE CITY COUNCIL
REGULAR MEETING
JUNE 21, 2021

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, June 21, 2021 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 Patricia Krings, Cary Coop, Renee LeMieux and Paul Chard present.

Also present were City Administrator Meyer, Finance Director Jirik, Community Development Director Smith Strack, Public Works Superintendent Fahey, City Engineer Duncan, City Attorney Vose and Police Chief Stier. Wanda Savage served as the video recording operator.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.
4.1. Regular Session Minutes of June 7, 2021.
4.2. Work Session Minutes of June 7, 2021.
~~4.3. Authorize Abdo, Eick & Meyers, LLP to Complete Compensation Study~~.
4.4. Authorizing the purchase of Two 2021 Dodge Chargers, Police Package Vehicles.
4.5. Resolution 21-075 Approving ROSE Loan Request for 108 Main Street West.
4.6. Resolution 21-083 A Resolution to Accept the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act.
4.7. Resolution 21-084 Appointing Seasonal Life Guards and Aquatic Staff for the 2021 Belle Plaine Aquatic Center Season.
4.8. Resolution 21-085 Accepting Public Improvements for Chatfield On the Green Second Addition Subdivision.

Councilmember Chard requested item 4.3. be moved to the business portion of the meeting.

Agenda item 4.5 was incorrectly labeled Resolution 21-079 and should have been labeled 21-075.

MOTION by Councilmember LeMieux, second by Councilmember Coop, to approve the consent agenda as follows: 4.1. Regular Session Minutes of June 7, 2021; 4.2. Work Session Minutes of June 7, 2021; 4.4. Authorizing the purchase of Two 2021 Dodge Chargers, Police Package Vehicles; 4.5. Resolution 21-075 Approving ROSE Loan Request for 108 Main Street West; 4.6. Resolution 21-083 A Resolution to Accept the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act; 4.7. Resolution 21-084 Appointing Seasonal Life Guards and Aquatic Staff for the 2021 Belle Plaine Aquatic Center Season and 4.8. Resolution 21-085 Accepting Public Improvements for Chatfield On the Green Second Addition Subdivision. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.
5.1. Ambulance Department

Ambulance Director Sweeney was not present. The Council accepted the Ambulance Department report.

5.2. Fire Department.

Fire Chief Otto was present. Otto highlighted the Fire Department report. The Council accepted the report.

5.3. Police Department.

Chief Stier was present. Stier highlighted the Police Department report. The Council accepted the report.

5.4. Community Services Director.

Community Services Director Koller was present. Koller highlighted the Community Services report. The Council accepted the report.

5.5. Community Development Department.

Community Development Department Smith Strack was present. Smith Strack highlighted the Community Services report and noted partial or full reroofs require a permit from the City.

Juneteenth Recognition.

Mayor Meyer recognized Juneteenth as a federal holiday and noted its significance for the Country.

6. PUBLIC HEARINGS.

Mayor Meyer introduced the agenda item.

6.1. Chatfield Commercial Park Subdivision. The City Council will hold a public hearing on a request for Preliminary Plat approval for Chatfield Commercial Park, a non-residential subdivision adjacent to Meridian/CSAH 3 and Evergreen Street West.

Community Development Director Smith Strack reviewed Chatfield Commercial Park Subdivision with a brief slideshow. Smith Strack explained Chatfield Commercial Park is a 32 acre plat adjacent to 169, Meridian/CSAH 3 and Evergreen Street West. Smith Strack noted a similar concept plan was approved in February. Smith Strack explained outlot A is an existing storm facility which will be dedicated to the City. Outlots B and C leave room for future subdivision and will not be divided into lots/blocks at this time. Smith Strack noted lot one, block one has been purchased by Xcel for a service center. Smith Strack explained public improvements are projected for 2022 and fee in lieu of parkland dedication is proposed on the buildable lot created. Smith Strack noted proposed sidewalk and trail and noted discussion at Parks Commission of the need for pedestrianway on Evergreen with review at the time of final design.

Mayor Meyer opened the public hearing at 6:46 PM.

No one spoke at the public hearing.

MOTION by Councilmember LeMieux, second by Councilmember Chard, to close the public hearing at 6:46 PM. ALL VOTED AYE. MOTION CARRIED.

Mayor Meyer inquired on the street naming policy. Community Development Director Smith Strack explained policy does not allow naming after people.

6.1.1. Resolution 21-080, Approve a Preliminary Plat for Chatfield Commercial Park.

MOTION by Councilmember Krings, second by Councilmember Chard, to approve Resolution 21-080, Approve a Preliminary Plat for Chatfield Commercial Park. ALL VOTED AYE. MOTION CARRIED.

Mayor Meyer inquired what we could expect to see for a facility.

Tim Mauseth, Xcel Energy, explained the service center will look similar to a public works facility. Mauseth explained the 10,000 square foot building will contain some offices, a small conference room, truck bays and will be fenced in service area. Mauseth explained the facility will only serve Xcel employees.

Mayor Meyer introduced the agenda item.

6.2. Ordinance 21-04 Fences. The City Council will consider public comment Ordinance 21-04 An Ordinance Repealing and Replacing Section 1107.02 of the City Code Pertaining to Fences. If approved, the Ordinance will clarify standards pertaining to fence construction, allowable fence types, maintenance, and placement.

Community Development Director Smith Strack reviewed Ordinance 21-04 Fences with a brief slideshow. Smith Strack explained staff requested update to section 1107.02 fences to provide for clarity in code administration. Smith Strack noted the Ordinance has been reviewed by Planning and Zoning, City Attorney and Council with final approval recommendation from Planning and Zoning on June 14. Smith Strack explained section 1107.02 is a complete repeal and replace and clarified administrative process, placement, easement along with additional language for materials and maintenance.

Mayor Meyer opened the public hearing at 6:54 PM.

No one spoke at the public hearing.

MOTION by Councilmember LeMieux, second by Councilmember Chard, to close the public hearing at 6:54 PM. ALL VOTED AYE. MOTION CARRIED.

6.2.1. Ordinance 21-04 An Ordinance Repealing and Replacing Section 1107.02 of the City Code Pertaining to Fences.

MOTION by Councilmember Krings, second by Councilmember LeMieux, to approve Ordinance 21-04 An Ordinance Repealing and Replacing Section 1107.02 of the City Code Pertaining to Fences. ALL VOTED AYE. MOTION CARRIED.

6.2.2. Resolution 21-081 Resolution Authorizing Summary Publication of Ordinance 21-04.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve Resolution 21-081 Resolution Authorizing Summary Publication of Ordinance 21-04. ALL VOTED AYE. MOTION CARRIED.

7. BUSINESS.
7.1. Presentation of Claims.

Mayor Meyer inquired on the police car repair. City Administrator Meyer explained it was a deer accident and will be reimbursement from insurance. Meyer inquired on the Valli Information Systems, Inc. charge. Finance Director Jirik explained that charge is monthly for credit cards and utility bill mailings.

Councilmember Chard inquired on the Mineral Service charge. Public Works Superintendent Fahey explained calibration of meters in Waste Water Treatment Facility were preformed. Mayor Meyer inquired on the Johnson Control charge. Fahey explained the charge is from a replacement fire system panel at the water treatment facility.

Councilmember LeMieux inquired on the lining charge for the Aquatic Center. Public Works Superintendent Fahey explained the family slide pipe cracked over winter and needed to be lined verses replacing the pipe.
MOTION by Councilmember LeMieux, second by Councilmember Chard, to approve the Presentation of Claims. ALL VOTED AYE. MOTION CARRIED.

7.2. Concept Stage Planned Unit Development Plan L&M Properties LLC – 320 Cherry Street North.

Community Development Director Smith Strack reviewed the concept stage planned unit development for 320 Cherry Street North with a brief slideshow. Smith Strack explained L&M Properties have requested consideration for construction of two split-level walkout quadraplexes on the subject property. Smith Strack explained section 1104.11 prohibits more than one principal dwelling unit per lot and noted staff has required a PUD to provide for multiple principal structures on a single lot. Smith Strack explained platting is not required in conjunction with PUD for this project. Smith Strack explained partial alley vacation was previously approved conditional on a building permit issuance. Smith Strack reviewed zoning, parking, unit size, exterior elevations, landscaping, tree preservation, lighting, sanitary and water services and grading plans.

7.2.1. Resolution 21-082, Conditionally Approving A Concept Plan for a Residential PUD at 320 Cherry Street North.

MOTION by Councilmember Krings, second by Councilmember LeMieux, to approve Resolution 21-082, Conditionally Approving A Concept Plan for a Residential PUD at 320 Cherry Street North. ALL VOTED AYE. MOTION CARRIED.

7.3. Authorize Abdo, Eick & Meyers, LLP to Complete Compensation Study.

Councilmember Chard requested an email of all employees and years of service along with an estimated cost of the study. Finance Director Jirik dispersed the study and indicated the study cost on page 11.

Mayor Meyer inquired on the reason behind the study. Jirik explained the job marked has changed significantly and noted a compensation study is recommended every 3-5 years to stay competitive with the market. Jirik explained this study was selected for its comprehensive review of insurance, wages and scales. Jirik noted after the study is completed council will review for decisions of any planned budget implementations. Jirik noted the Finance Ways and Means committee reviewed the proposals submitted and recommended the proposal from Abdo, Eick & Meyers.

Mayor Meyer noted the second proposal cost less but was not comprehensive. Councilmember LeMieux confirmed the benefit package review will be preformed for a comprehensive study.

MOTION by Councilmember Chard, second by Councilmember LeMieux, to authorize Abdo, Eick & Meyers, LLP to Complete Compensation Study. ALL VOTED AYE. MOTION CARRIED.

Mayor Meyer noted he received some calls regarding the Facilities Study that was presented at the last Work Session on June 7. Meyer explained the study is a capital planning tool cities use for budgeting future infrastructure and does not mean the City Council will opt to build but rather a blue print of future needs for the growing City.

8. ADMINISTRATION.
8.1. Upcoming Tentative Meetings.
1. Special City Council, Monday, June 28, 6:30 PM.
2. Downtown Music & Food, Wednesday, June 30, 4:30 – 8:30 PM
3. City Office Closed in Observance of Independence Day, Monday, July 5.

4. Public Works Committee, Thursday, July 8, 9:00 AM.
5. EDA, Monday, July 12, 5:00 PM.
6. Planning & Zoning, Monday, July 12, 6:30 PM.
7. Public Safety Committee, Tuesday, July 13, 7:30 AM.
8. Downtown Music & Food, Wednesday, July 14, 4:30 – 8:00 PM.

Mayor Meyer reminded the council of the upcoming meetings as listed.

9. ADJOURN.

MOTION by Councilmember LeMieux, second by Councilmember Krings, to adjourn the Regular Session at 7:17 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary