

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
JULY 16, 2018**

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, July 16, 2018 at 6:30 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN Mayor Chris Meyer called the meeting to order with Councilmembers Ben Stier, Cary Coop and Paul Chard present. Councilmember Theresa McDaniel was absent.

Also present were City Administrator Dawn Meyer, Community Development Director Cynthia Smith Strack, Public Works superintendent Al Fahey, City Engineer Joe Duncan, City Attorney Bob Vose, Police Sargent Terry Stier, Fire Chief Matt Stier and Ambulance Director Doug Sweeney. Wanda Savage served as video recording operator. Police Chief Tom Stolee and Community Services Director Mindy Chevalier were not absent.

3. APPROVAL OF AGENDA.

Mayor Meyer added 5.0. Ambulance to the Agenda.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve the agenda with the addition of 5.0. Ambulance. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of June 18, 2018.

4.2. Work Session Minutes of June 18, 2018.

4.3. Appoint Resolution 18-081 Appointing Election Judges for the 2018 Primary and General Elections.

4.4. Approve Resolution 18-086 A Resolution Approving A Request to Subordinate Interest in Property Owned by Cory Randall Czepa and Sarah Lynn Czepa at 3485 230th Street East, Prior Lake, Minnesota Pursuant to an Application by Spire Credit Union.

4.5. Approve Resolution 18-082 Accepting Donation from the Belle Plaine Friends of the Library for the Library.

4.6. Approve Resolution 18-083 Accepting Donation from the Belle Plaine Chamber of Commerce.

4.7. Approve Large Assembly Permit for the Belle Plaine Fire Relief Association for the Annual Dance and Fundraiser on August 11, 2018.

4.8. Approve Temporary On-Sale Intoxicating Liquor License for Belle Plaine Fire Relief Association for Event on August 11, 2018.

4.9. Accept Resignation of Belle Plaine Firefighter Mark Reitz.

4.10. Accept Resignation of Belle Plaine Firefighter Byron Seggerman.

4.11. Approve Resolution 18-088 Appointing Nicholas Reishus and Joseph Valiant as Members of the Belle Plaine Fire Department.

MOTION by Councilmember Coop, second by Councilmember Chard to approve the consent agenda as follows: 4.1. Regular Session Minutes of June 18, 2018; 4.2. Work Session Minutes of June 18, 2018; 4.3. Appoint Resolution 18-081 Appointing Election Judges for the 2018 Primary and General Elections; 4.4. Approve Resolution 18-086 A Resolution Approving A Request to Subordinate Interest in Property Owned by Cory Randall Czepa and Sarah Lynn Czepa at 3485 230th Street East, Prior Lake, Minnesota Pursuant to an Application by Spire Credit Union; 4.5. Approve Resolution 18-082 Accepting Donation from the Belle Plaine Friends of the Library for the Library; 4.6. Approve Resolution 18-083 Accepting Donation from the Belle Plaine Chamber of Commerce; 4.7. Approve Large Assembly Permit for the Belle Plaine Fire Relief Association for the Annual Dance and Fundraiser on August 11, 2018; 4.8. Approve Temporary On-Sale Intoxicating Liquor License for Belle Plaine Fire Relief Association for Event on August 11, 2018; 4.9. Accept Resignation of Belle Plaine Firefighter Mark Reitz; 4.10. Accept Resignation of Belle Plaine

Firefighter Byron Seggerman and 4.11. Approve Resolution 18-088 Appointing Nicholas Reishus and Joseph Valiant as Members of the Belle Plaine Fire Department. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.0. Ambulance Report.

Ambulance Director Sweeney was present. Sweeney explained the new software issues are ongoing and expects to present a 3 month updated report soon.

5.1. Community Services Report.

Community Services Director Chevalier was not present. The council acknowledged receipt of the Community Services report.

5.2. Public Works Report.

Public Works Superintendent Fahey was present. The council acknowledged receipt of the Public Works Report.

Mayor Meyer commended the Public Works department on their work with Bar-B-Q Days and the Plaza.

5.3. City Engineer Report.

City Engineer Duncan was present. The council acknowledged receipt of the City Engineer Report.

Mayor Meyer inquired on crack filling. City Engineer Duncan explained crack filling is taking place from west to east on Commerce Drive, a lot of product is being used. Duncan explained the filling has stopped at Elk Street. Duncan will be requesting an estimate for the proposed finishing of Commerce Drive.

5.4. Fire Report.

Fire Chief Stier was present. The council acknowledged receipt of the Fire Department Report. Chief Stier explained the rescue van is still out and expected back in late August.

Mayor Meyer commended the fire department for their work during Bar-B-Q Days and the Fire Works show.

5.5. Police Report.

Sargent Terry Stier was present. The council acknowledged receipt of the Police Department Report.

Mayor Meyer inquired as to how the Bar-B-Q Days weekend celebrations went for law enforcement. Stier reported a good weekend. Councilmember Coop inquired as to the influx in citations. Stier explained the department was taking part of a zero death program, extra officers were out with seatbelt enforcement.

5.6. Community Development Report.

Community Development Director Cynthia Smith Strack was present. The council acknowledged receipt of the Community Development Report. Smith Strack encourages residents to reach out to City Hall if you are questioning if you need a permit prior to doing the work.

5.7. Administration Report.

City Administrator Dawn Meyer was present. The council acknowledged receipt of the Administration Report. Meyer acknowledged Community Development Director Cynthia Smith Strack and Community Development Office Assistant Laura Blue for their work with Green Step. The City has been awarded Step three. Meyer also acknowledged the Belle Plaine Police Department who participated in a law enforcement assessment audit regarding procedures, policy and best practices through the League of Minnesota Cities.

The Police Department received an excellent rating and report and were selected to be part of a new training program called True North.

6. VISITORS REQUEST

6.1. Scott County Update by Scott County Sheriff Luke Hennen

Scott County Sheriff Luke Hennen requested to speak to the council providing highlights from the Scott County Sheriff's Office. Highlights on new position in Scott County including a K-9 officer named Floyd, a Digital Financial Analysis position, Radio Coordinator position and a Mental Health Work Contract.

7. PUBLIC HEARINGS.

7.1. Preliminary and Final Plat: Ag Partners Addition. The City Council will consider public comment on a request by Genesis Cooperative Association for preliminary plat and final plat review and consideration for Ag Partners Addition.

Community Development Director Smith Strack explained Genesis Cooperative Association has requested consideration of preliminary and final plat approval for Ag Partners Addition. Platting is required to combine three separate parcels of record into one parcel. Smith Strack noted the Council will hold a public hearing on the preliminary plat. Following the hearing the Council is to act on proposed preliminary and final plats. Further information pertaining to preliminary and final plat review was contained in a staff memo to the Planning Commission dated July 9, 2018, and included in the council packet. Smith Strack noted the proposed plat is consistent with future land use and system plans contained in the 2030 Comprehensive Plan and draft 2040 Comprehensive Plan. The property is zoned for Highway Commercial use; no development is proposed at this time. Smith Strack noted the platted lots being combined have previously been improved. Title review is pending and review by the City Attorney is a proposed condition of approval.

Mayor Meyer explained a public hearing has been scheduled and the City Council will accept public comment on Resolution 18-084, Recommending Conditional Approval of Preliminary and Final Plats for Ag Partners Addition.

Mayor Meyer opened the public hearing at 6:53 PM and asked for public comment. There was no public comment.

MOTION by Councilmember Coop, second by Councilmember Chard to close the public hearing at 6:53 PM. ALL VOTED AYE. MOTION CARRIED.

7.1.1. Resolution 18-084, Recommending Conditional Approval of Preliminary and Final Plats for Ag Partners Addition.

MOTION by Councilmember Coop, second by Councilmember Chard to approve Resolution 18-084, Recommending Conditional Approval of Preliminary and Final Plats for Ag Partners Addition. ALL VOTED AYE. MOTION CARRIED.

8. BUSINESS.

8.1. Presentation of Claims.

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

8.2. Resolution 18-085 Accepting Preliminary Report for the 2019 Street Improvement Project and Call for Hearing.

City Administrator Meyer explained City Engineer Duncan has completed the preliminary engineering report for the 2019 street improvement project and he will present it tonight. The construction area includes Sunset Drive, Hillcrest Drive, Buffalo Street and Park Street. Meyer explained after the presentation it is appropriate for Council to accept the preliminary report and call for the public hearing on Monday, August

20, 2018. Meyer noted at the hearing, property owners will have an opportunity to review the proposed project and to address any concerns they have regarding the project with City Council and staff.

City Engineer Duncan presented the slideshow noting the steps for street improvement consists of proposing improvements of road no longer maintainable, determining cost and payments. Duncan also noted a planned City trail connection which council could include in the improvement project if desired. Duncan also pointed out proposed sidewalk on the west side of buffalo running the length of the cemetery.

Mayor Meyer inquired if sidewalk is added to the west side of buffalo street it would be at City cost as the Cemetery doesn't have to pay correct? Duncan confirmed the cost for sidewalks is a 70/30 split, the 30 split in half for residents across the street. Duncan estimates an additional approximate \$300.00 cost for residents across the street. Councilmember Coop inquired if Park street was on any 5-year plan. Duncan confirmed segments of park street further east of the ball field are identified. Duncan's report sets costs for Sunset, Prairie and Hillcrest at \$1,358,440.00 and Buffalo and Park at \$525,340.00 with a total project cost of just over \$1.8 million. Duncan explained the notification requirements to property owner with a public hearing for August 20 if accept by council. 2019 project timeline would set construction in the spring of 2019. Meyer inquired if sidewalk was included in the preliminary assessments. Duncan confirmed the sidewalk along buffalo was included in the assessment however if Council directs the addition of the planned sidewalk north of prairie it would be added before public hearing mailing. Councilmember Chard inquired on a residents odd shaped lot and the calculations. City Administrator Meyer explained the city will follow its calculation policy for odd shaped lots. Public Works Superintendent Fahey explained currently the City maintains the boulevard along the cemetery as part of an expired agreement. Fahey noted once trees are removed maintenance would go back to the cemetery. Mayor Meyer stated the sidewalk north or prairie should be included as council need to see the whole picture before approval. Meyer requested the removal of trees along buffalo street be brought to public works for discussion.

MOTION by Councilmember Coop, second by Councilmember Chard to approve Resolution 18-085 Accepting Preliminary Report for the 2019 Street Improvement Project and Call for Hearing with the addition of cost estimates for additional sidewalk to the north of Park street. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 18-087 Providing for the Sale of \$1,150,000 General Obligation Bonds, Series 2018A, to Finance the Construction of the 2018 Street Reconstruction Improvements in the City of Belle Plaine.

Finance Director Jirik explained the City Council awarded the contract for the 2018 Street Reconstruction Project on March 19, 2018 to OMG Midwest Inc. dba Chard. Funding for the project will be from General Obligation Bonds. The General Obligation Bonds will be repaid using Special Assessments and Tax Levy. Jirik noted the Water, Sewer and Storm Sewer funds will be paying their portion of the project up front and are not included in the bond amount. As part of the bonding process it is appropriate for the Council to review the Presale Report prepared by Ehlers and Associates, and then call for the sale of the Bonds. Jirik explained the Presale Report for the bond issue was included in the council packet.

MOTION by Councilmember Coop, second by Councilmember Stier to approve Resolution 18-087 Providing for the Sale of \$1,150,000 General Obligation Bonds, Series 2018A, to Finance the Construction of the 2018 Street Reconstruction Improvements in the City of Belle Plaine. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.

1. Design Committee, 5:15 PM, Monday, August 6.
2. City Council, 6:30 PM, Monday, August 6.
3. Work Session, 6:45 PM, Monday, August 6.
4. National Night Out/Community Conversations, Heritage Park, 5PM, Tuesday, August 7.
5. Public Works, 9:00 AM, Thursday, August 9.
6. EDA, 5:00 PM, Monday, August 13.
7. Planning, 6:30 PM, Monday, August 13.
8. Primary Election, City Hall, Tuesday, August 14.

9. Public Safety, 4:30 PM, Tuesday, August 14.

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Meyer, to adjourn the meeting at 6:56 PM.
ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary