

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
JULY 18, 2022**

1. PLEDGE OF ALLEGIANCE.

Mayor 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 18, 2022 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 Paul Chard, Cary Coop, Renee LeMieux and Patricia Krings present.

Also present were City Administrator Meyer, Police Chief Stier, City Engineer Duncan, Public Works Superintendent Otto, Public Works Superintendent Fahey and City Attorney Vose. Finance Director Jirik was absent.

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 21, 2022.
- 4.2. Work Session Minutes of June 21, 2022.
- 4.3. Accept Letter of Retirement from Todd Otto, Firefighter, Effective July 13, 2022.
- 4.4. Resolution 22-075 Appoint David Friest and Larry Hanson as Public Works Seasonal Employees.
- 4.5. Approve Temporary On Sale Liquor License for an Event on September 10, 2022 for Our Lady of the Prairie Church at 200 E. Church Street.
- 4.6. Resolution 22-076 Appointing Election Judges for the 2022 General Election and Assist with Absentee Voting.
- 4.7. Resolution 22-077 Appoint New Seasonal Life Guards for the 2022 Belle Plaine Aquatic Center Season.
- 4.8. Resolution 22-078 Adopting the Special Assessment for Delinquent Fire Bills.
- 4.9. Resolution 22-081 Authorize Purchase of a S64 Skid Loader for Public Works.
- 4.10. Resolution 22-082 Authorize Purchase of SCADA System Upgrade for the Public Works Wastewater Treatment Plant and Water Treatment Plant.
- 4.11. Resolution 22-083 Approving Guidelines and Policy for Paperless Council and Commission Meetings.

MOTION by Councilmember Coop, second by Councilmember LeMieux, to approve the Consent Agenda as follows: 4.1. Regular Session Minutes of June 21, 2022; 4.2. Work Session Minutes of June 21, 2022; 4.3. Accept Letter of Retirement from Todd Otto, Firefighter, Effective July 13, 2022; 4.4. Resolution 22-075 Appoint David Friest and Larry Hanson as Public Works Seasonal Employees; 4.5. Approve Temporary On Sale Liquor License for an Event on September 10, 2022 for Our Lady of the Prairie Church at 200 E. Church Street; 4.6. Resolution 22-076 Appointing Election Judges for the 2022 General Election and Assist with Absentee Voting; 4.7. Resolution 22-077 Appoint New Seasonal Life Guards for the 2022 Belle Plaine Aquatic Center Season; 4.8. Resolution 22-078 Adopting the Special Assessment for Delinquent Fire Bills; 4.9. Resolution 22-081 Authorize Purchase of a S64 Skid Loader for Public Works; 4.10. Resolution 22-082 Authorize Purchase of SCADA System Upgrade for the Public Works Wastewater Treatment Plant and Water Treatment Plant and 4.11. Resolution 22-083 Approving Guidelines and Policy for Paperless Council and Commission Meetings.

Councilmember LeMieux inquired on item 4.9. if the heated seats and premium lights were necessary for the use. Public Works Superintendent Otto explained the skid loader would be used for snow removal and explained the standard air is not enough to keep the machine warm and windows defrosted during the winter months.

ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department. (Report Only)

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

5.2. Fire Department.

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

Mayor Meyer acknowledged the acceptance of Todd Otto's retirement noting a plaque and formal recognition will happen at a future Council meeting. Fire Chief Otto played the final call out over the radio for Otto.

Councilmember Krings inquired who determines when lift assist is called out and who is called. Chief Otto explained that if the assist is medical related the ambulance will be called to the scene. Otto explained if the lift assist is not medical then the Police and Fire Department will only be called.

5.3. Police Department.

Police Chief Stier was present. Stier highlighted the Police Department Report.

Mayor Meyer requested a rundown of the weekend. Chief Stier explained opening the beer garden was a good idea noting a few minor incidents that were investigated and criminal charges were administered. Stier noted social media spread a report with a rock and noted the incident was investigated and an arrest was made.

5.4. Community Development.

Community Development Director Smith Strack was present. Smith Strack highlighted the Community Development Report. Smith Strack explained keeping of chickens has been adopted and noted two permits have been received. Smith Strack explained complaints came in during the approval of homes without permits, noting staff will need to act on complaints if not applications for permits are not received. Smith Strack explained the Water Rebate Program has been rolled out with lots of calls and two approvals to date. Smith Strack explained a plat for Fogarty's Fourth will be coming forward to create two small lots on Aspen.

Councilmember Krings inquired if under the table of permits on the reports if more detail could be added for the commercial permits as well. Community Development Director Smith Strack confirmed.

5.5. Public Works.

Public Works Superintendent Otto was present. Otto highlighted the Public Works report and noted the attached Minnesota Department of Health inspections for the Aquatic Center receiving passes for both. Otto expressed appreciation for the volunteers and city staff who worked hard to get the park set up for BBQ days.

Mayor Meyer requested an update on the patching of potholes. Public Works Superintendent Otto explained staff got a late start due to the ability to receive the material. Otto explained crews are getting mix almost every day and continue to work on filling the holes.

5.6. City Engineer.

City Engineer Duncan was present. Duncan highlighted the City Engineer report and noted the Gateway Parking Lot has reached substantial completion.

5.7. Administration.

City Administrator Meyer was present. Meyer highlighted the Administration report and noted staff have received many complaints on refuse service in 2021. Meyer explained complaints are logged and tracked and adjustments were made for the 2022 renewals. Meyer noted staff are taking an internal look at the hauler contracts, code language and will review the option of one contracted refuse hauler. Meyer explained Council will review staff findings at an upcoming work session. Meyer explained the City has submitted the final grant application to the Minnesota Historical Society for the Episcopalian Church. Meyer noted review is expected in late September.

6. PUBLIC HEARINGS.

6.1. Public Hearing – Tax Abatement Belle Plaine Lemonade Properties LLC. This public hearing has been rescheduled to August 1, 2022 due to a defect in the public notice.

7. BUSINESS.

7.1. Presentation of Claims.

- 7.1.1. Pay Request No. 4, Heselton Construction, LLC. for Main Street Parking Lot Project.
- 7.1.2. Pay Request No. 7, Kuechle Underground, Inc. for 2021 Improvement Project.
- 7.1.3. Pay Request No. 5, Heselton Construction, LLC. for Main Street Parking Lot Project.

MOTION by Commissioner Coop, second by Commissioner Krings, to approve the presentation of claims as presented. ALL VOTED AYE. MOTION CARRIED.

7.2. Resolution 22-080 Accepting the Preliminary Engineering Report and Calling for the Public Hearing on 2023 Improvement Project.

City Engineer Duncan reviewed the proposed 2023 Street and Utility Improvements feasibility report. Duncan explained the Downtown project has been combined to phone phase in order to continue the option for bonding and looking at State Aid, County participation and MSA Funds to help off set costs. Duncan explained the feasibility report will kick off the 429 process required by the State in order to assess properties. Duncan reviewed a brief slideshow to explain the proposed streets, street conditions, sanitary sewer conditions and including the street improvements per street. Duncan reviewed the alley improvement standards, which include to blocks of full reconstruct and on block of mill and overlay. Duncan explained the current storm sewer is a five-year design and the proposed design increases to a 50-year storm design. Duncan explained the potential of streetscape to include curb extensions, colored concrete and pavers, plantings and benches. Duncan explained the estimated cost is 9,800,000. For both the Street and Utility work and the Enhancements. Duncan reviewed the City assessment policy. Duncan explained if the report is accepted the public hearing is expected on August 15.

City Administrator Meyer clarified the City Engineer estimated cost is the cost without any outside financial funding. Meyer explained the numbers shown in the preliminary engineering report are worst-case scenario with no county participation.

Mayor Meyer inquired on the difference for County projects and City projects. City Engineer Duncan explained to move forward with state aid funding will generate standards that must be followed. Duncan

explained some permits and variance must be applied for in order do the Downtown project and they have deadlines and requirements.

Councilmember Coop inquired if the report is accepted can the Council still cut the project into smaller projects over a few years. City Engineer Duncan explained if the project plans and specifications are ordered the City can put in stipulations as they deem necessary.

MOTION by Councilmember LeMieux, second by Councilmember Chard to approve Resolution 22-080 Accepting the Preliminary Engineering Report and Calling for the Public Hearing on 2023 Improvement Project. Councilmembers LeMieux, Chard, Meyer and Krings VOTED AYE. Councilmember Coop VOTED NAY. MOTION CARRIED 4-1.

8. ADMINISTRATION.

8.1. Upcoming Tentative Meetings.

1. Downtown Plaza Music and Food Trucks, 4:30-8:00 PM, Wednesday, July 27.
2. Design, Monday, August 1, 5:15 PM
3. City Council, Monday, August 1, 6:30 PM
4. Work Session, Monday, August 1, 6:45 PM

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

9. ADJOURN.

MOTION by Councilmember LeMieux, second by Councilmember Coop, to adjourn the regular session at 7:46 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary