

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
AUGUST 18, 2025**

1. PLEDGE OF ALLEGIANCE.

Mayor Ladd 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, August 18, 2025 at 6:01 Pm in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Ladd called the meeting to order with Councilmembers Luke Otto, James Evans, Brady Hartmann and Rex Stacey present.

Also present were City Administrator Meyer, Community Development Director Smith Strack, Public Works Superintendent Otto, City Attorney Vose, City Engineer Duncan, Fire Chief Otto, and Police Sergeant Vycital.

3. APPROVAL OF AGENDA.

Councilmember Hartmann requested Park Street Trail at 301 S. Meridian Street be added to business item 8.8.

MOTION by Councilmember Stacey, second by Councilmember Evans, to approve the Agenda with the addition of 8.8. Park Street Trail at 301 S. Meridian Street. ALL VOTED AYE. MOTIOIN CARRIED.

4. PUBLIC FORUM.

**Anyone wishing to address the Council must sign up before the meeting and then have a seat in the audience. The signup sheet is removed 5 minutes before the start of the meeting. Maximum of three (3) minutes per speaker. No official action will be taken.*

None.

5. APPROVAL OF CONSENT AGENDA.

5.1. Regular Session Minutes of August 4, 2025.

5.2. Work Session Minutes of August 4, 2025.

5.3. Resolution 25-094 Authorizing the City of Belle Plaine to Enter into a Contract Agreement with Critter Getters for Animal Control for January 1, 2026 - December 31, 2028.

5.4. Approve Large Assembly Permit for LELS and International Operators Local 49er's Belle Plaine Unions for Santa Shack Events in December of 2025 at the Downtown Plaza.

5.5. Resolution 25-095 Resolution Approving Terms of a ROSE Program Loan to AmaJon Properties LLC 121 Willow Street North.

5.6. Accepting Letter of Resignation from Max Kes, Firefighter with the Belle Plaine Fire Department, Effective August 8, 2025.

5.7. Resolution 25-103 Resolution Approving Terms of a ROSE Program Loan to Dale and Lori Otto 908 Main Street East.

5.8. Resolution 25-105 Formally Authorizing the Disposal of the 2018 Chevrolet Tahoe Police Department Squad Car.

MOTION by Councilmember Hartmann, second by Councilmember Stacey, to approve the Consent Agenda as follows: 5.1. Regular Session Minutes of August 4, 2025; 5.2. Work Session Minutes of August 4, 2025; 5.3. Resolution 25-094 Authorizing the City of Belle Plaine to Enter into a Contract Agreement with Critter Getters for Animal Control for January 1, 2026 - December 31, 2028; 5.4. Approve Large Assembly Permit for LELS and International Operators Local 49er's Belle Plaine Unions for Santa Shack Events in December of 2025 at the Downtown Plaza; 5.5. Resolution 25-095 Resolution Approving

Terms of a ROSE Program Loan to AmaJon Properties LLC 121 Willow Street North; 5.6. Accepting Letter of Resignation from Max Kes, Firefighter with the Belle Plaine Fire Department, Effective August 8, 2025; 5.7. Resolution 25-103 Resolution Approving Terms of a ROSE Program Loan to Dale and Lori Otto 908 Main Street East and 5.8. Resolution 25-105 Formally Authorizing the Disposal of the 2018 Chevrolet Tahoe Police Department Squad Car. ALL VOTED AYE. MOTION CARRIED.

6. DEPARTMENT REPORTS.

6.1. Community Services Department. (Report Only)

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

6.2. Ambulance Department. (Report Only)

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

6.3. Police Department.

Police Chief Stier highlighted the Police Report.

6.4. Fire Department.

Fire Chief Otto highlighted the Fire Department Report.

6.5. Community Development Department.

Community Development Director Smith Strack highlighted the Community Development Report.

7. PUBLIC HEARINGS.

7.1. Variance Maximum Detached Accessory Structure Size: 520 Main Street West. The City Council is to hold a public hearing on a variance to allow a total of 1,584 square feet of detached accessory structures at the subject address. Maximum detached accessory structure square footage per lot allowed under Section 1104.12(9) of the city code is 900 square feet.

Community Development Director Smith Strack reviewed the Variance Maximum Detached Accessory Structure Size for 520 Main Street West with a brief slideshow.

Mayor Ladd opened the public hearing at 6:10 PM.

Tom Meger, 520 Main Street West, the applicant, stated he is available for questions after the Public Hearing.

MOTION by Councilmember Ladd, second by Councilmember Evans, to close the public hearing at 6:11 PM. ALL VOTED AYE. MOTION CARRIED.

The Council asked clarifying questions.

7.1.1. Resolution 25-096 Conditionally Approve a Variance to Increase Total Maximum Allowable Square Footage of Accessory Structures Per Lot at 520 Main Street West to 1,584 Square Feet.

MOTION by Councilmember Stacey, second by Councilmember Otto, to approve Resolution 25-096 Conditionally Approve a variance to increase Total Maximum Allowable Square Footage of Accessory Structures Per Lot at 520 Main Street West to 1,584 Square Feet. ALL VOTED AYE. MOTION CARRIED.

7.2. Ordinance 25-14 Rezoning Lot 1, Block 2 Apple Acres Second Addition. The City Council is to hold a public hearing on Ordinance 25-14 An Ordinance Rezoning Lot 1, Block 2 Apple Acres Second Addition, Scott County, Minnesota from B-2 Highway Commercial District to R-3 One and Two Family Residential District.

Community Development Director Smith Strack reviewed Ordinance 25-14 Rezoning Lot 1, Block 2 Apple Acres Second Addition with a brief slideshow.

Mayor Ladd opened the public hearing at 6:15 PM.

No one came forward.

MOTION by Councilmember Evans, second by Councilmember Otto, to close the public hearing at 6:16 PM. ALL VOTED AYE. MOTION CARRIED.

7.2.1 Ordinance 25-14 An Ordinance Rezoning Lot 1, Block 2, Apple Acres Second Addition Scott County, Minnesota from B-2 Highway Commercial District to R-3 One and Two Family Residential District.

MOTION by Councilmember Evans, second by Councilmember Hartmann, to approve Ordinance 25-14 An Ordinance Rezoning Lot 1, Block 2, Apple Acres Second Addition Scott County, Minnesota from B-2 Highway Commercial District to R-3 One and Two Family Residential District. ALL VOTED AYE. MOTION CARRIED.

7.2.1 Resolution 25-097 Resolution Approving Summary publication of Ordinance 25-15 An Ordinance Rezoning Lot 1, Block 2 Apple Acres Second Addition, Scott County, Minnesota from B-2 Highway Commercial District to R-3 One and Two Family Residential District.

MOTION by Councilmember Evans, second by Councilmember Hartmann, to approve Resolution 25-097 Resolution Approving Summary publication of Ordinance 25-15 An Ordinance Rezoning Lot 1, Block 2 Apple Acres Second Addition, Scott County, Minnesota from B-2 Highway Commercial District to R-3 One and Two Family Residential District. ALL VOTED AYE. MOTION CARRIED.

8. BUSINESS.

8.1. Presentation of Claims.

- 8.1.1. Pay Request No. 4, The Joseph Company, Inc. for the Well No. 5 and Well House Project.
- 8.1.2. Pay Request No. 3, Rochon Corporation for the Belle Plaine Library Addition Project.

MOTION by Councilmember Hartmann, second by Councilmember Stacey, to approve the reviewed claims as presented in the amount of \$981,787.59. ALL VOTED AYE. MOTION CARRIED.

8.2. Ordinance 25-15 Maximum Number of Dogs and Cats Allowed Per Household.

City Administrator Meyer reviewed Ordinance 25-15 Maximum Number of Dogs and Cats Allowed Per Household.

The Council held discussion and asked clarifying questions to staff.

8.2.1. Ordinance 25-15, An Ordinance Amending Chapter 8, Section 800.09, Subd. 2, of City Code Pertaining to the Maximum Number of Dogs and Cats Allowed Per Household.

MOTION by Councilmember Otto, second by Councilmember Ladd, to approve Ordinance 25-15, An Ordinance Amending Chapter 8, Section 800.09, Subd. 2, of City Code Pertaining to the Maximum

Number of Dogs and Cats Allowed Per Household. Councilmember Evans VOTED NAY.
Councilmembers Otto, Ladd, Stacey and Hartmann VOTED AYE. MOTION CARRIED 4-1.

8.2.2. Resolution 25-098 Authorizing Summary Publication of Ordinance 25-015.

MOTION by Councilmember Otto, second by Councilmember Ladd, to approve Resolution 25-098 Authorizing Summary Publication of Ordinance 25-015. ALL VOTED AYE. MOTION CARRIED.

8.3. Ordinance 25-16 Cannabis Retailer Registrations.

City Administrator Meyer reviewed Ordinance 25-16 Cannabis Retailer Registrations.

The Council held a brief discussion.

8.3.1. Ordinance 25-16, An Ordinance Amending Chapter 3, Section 320.06 of City Code Pertaining to Limiting of Cannabis Retailer Registrations.

MOTION by Councilmember Evans, second by Councilmember Hartmann, to approve Ordinance 25-16, An Ordinance Amending Chapter 3, Section 320.06 of City Code Pertaining to Limiting of Cannabis Retailer Registrations. ALL VOTED AYE. MOTION CARRIED.

8.3.2. Resolution 25-099 Authorizing Summary Publication of Ordinance 25-016.

MOTION by Councilmember Otto, second by Councilmember Hartmann, to approve Resolution 25-099 Authorizing Summary Publication of Ordinance 25-016. ALL VOTED AYE. MOTION CARRIED.

8.4. Ordinance 25-17 Tobacco Related Device Definition

City Administrator Meyer reviewed Ordinance 25-17 Tobacco Related Device Definition.

8.4.1. Ordinance 25-17, An Ordinance Amending Chapter 3, Section 304.02 of City Code Pertaining to Tobacco Related Device Definition.

MOTION by Councilmember Hartmann, second by Councilmember Stacey, to approve Ordinance 25-17, An ordinance Amending Chapter 3, Section 304.02 of City Code Pertaining to Tobacco Related Device Definition. Councilmember Evans ABSTAINED. Councilmembers Hartmann, Stacey, Otto and Ladd VOTED AYE. MOTION CARRIED 4-0.

8.4.2. Resolution 25-100 Authorizing Summary Publication of Ordinance 25-017.

MOTION by Councilmember Hartmann, second by Councilmember Otto, to approve Resolution 25-100 Authorizing Summary Publication of Ordinance 25-017. Councilmember Evans ABSTAINED. Councilmembers Hartmann, Otto, Stacey and Ladd VOTED AYE. MOTION CARRIED 4-0.

8.5. Council Decorum Policy

City Administrator Meyer highlighted the Council Decorum Policy.

8.5.1. Resolution 25-101 adopting City Council Decorum Policy.

MOTION by Councilmember Otto, second by Councilmember Stacey, to approve Resolution 25-101 Adopting City Council Decorum Policy. ALL VOTED AYE. MOTION CARRIED.

8.6. Resolution 25-102 Resolution Approving a Lot Split at Haralson Drive and South Street (SE Quadrant)

Community Development Director Smith Strack reviewed the Lot Split at Haralson Drive and South Street with a brief slideshow.

MOTION by Councilmember Otto, second by Councilmember Hartmann, to approve Resolution 25-102 Resolution Approving a Lot Split at Haralson Drive and South Street. ALL VOTED AYE. MOTION CARRIED.

8.7. Resolution 25-104 Accepting the Preliminary Engineering Report and Call for the Public Hearing on the 2026 Improvement Project.

City Engineer Duncan reviewed the Preliminary Engineering Report with a slideshow.

The Council held discussion and asked clarifying questions.

MOTIOIN by Councilmember Evans, second by Councilmember Stacey, to approve Resolution 25-104 Accepting the Preliminary Engineering Report and Call for the Public Hearing on the 2026 Improvement Project clarifying Area B as Aspen Street & Commerce Drive Reclamation and South Street (Ash to Laredo) Reclamation. ALL VOTED AYE. MOTION CARRIED.

8.8. Park Street Trail at 301 S. Meridian Street.

Councilmember Hartmann reviewed the request from the property owner and the Parks Commission recommendation.

The Council held discussion.

MOTION by Councilmember Evans, second by Councilmember Hartmann, to direct staff to add Park Street Trail at 301 S. Meridian Street to the 2025 Improvement Project with the Parks Commission paying 70% of the trail and the property owner paying 30%. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Tentative Meetings.

1. Downtown Music & Food Trucks, Wednesday, August 20, 4:30 – 8:00 PM.
2. Finance Ways & Means Meeting, Wednesday, August 27, 5:00 PM.
3. City Offices Closed in Observance of the Holiday, Monday, September 1, 2025.
4. Design, Tuesday, September 2, 5:00 PM
5. City Council, Tuesday, September 2, 6:00 PM
6. Work Session, Tuesday, September 2, 6:15 PM

Mayor Ladd reviewed the upcoming tentative meetings as listed.

10. ADJOURN.

MOTION by Councilmember Otto, second by Councilmember Evans, to adjourn the meeting at 7:08 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary