BELLE PLAINE CITY COUNCIL
REGULAR MEETING
AUGUST 19, 2024

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 Monday, August 19, 2024 at 6:04 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, James Evans, Ryan Ladd and Patricia Krings present.

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

3. APPROVAL OF AGENDA.

Mayor Woletz removed item 8.6. from the Agenda.

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

4. PUBLIC FORUM. None.

> ***Anyone wishing to address the Council 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.***

5. APPROVAL OF CONSENT AGENDA.

5.1. Regular Session Minutes of August 5, 2024.
5.2. Work Session Minutes of August 5, 2024.
5.3. Accept Resignation of Planning and Zoning Commission Member Jacob Sandvig and Authorize Advertisement.
5.4. Resolution 24-116 Resolution Approving Terms of a ROSE Program Loan to Buck Properties LLC 102 Meridian Street South
5.5. Resolution 24-117 Resolution Approving Terms of a ROSE Program Loan to Oaken House LLC 201 Meridian Street South.
5.6. Resolution 24-118 Resolution Approving Terms of a ROSE Program Loan to Pankonin Enterprises 106 Main Street East.
5.7. Resolution 24-119 Accepting a Donation of a U.S. Flag Valued at $1,675.44 from Belle Plaine Fire Relief Association for the use at Special Occasions to the Belle Plaine Fire Department.
5.8. Resolution 24-120 Appointing Seasonal Head Guard for the 2024 Belle Plaine Aquatic Center Season.
5.9. Resolution 24-121 Accepting a Donation of $139,587.26 from Belle Plaine Festivals and Events for the Completion of the Improvements at Union Square Park.

MOTION by Councilmember Coop, second by Councilmember Ladd, to approve the Consent Agenda as follows: 5.1. Regular Session Minutes of August 5, 2024; 5.2. Work Session Minutes of August 5, 2024; 5.3. Accept Resignation of Planning and Zoning Commission Member Jacob Sandvig and Authorize Advertisement; 5.4. Resolution 24-116 Resolution Approving Terms of a ROSE Program Loan to Buck Properties LLC 102 Meridian Street South; 5.5. Resolution 24-117 Resolution Approving Terms of a ROSE Program Loan to Oaken House LLC 201 Meridian Street South; 5.6. Resolution 24-118 Resolution Approving Terms of a ROSE Program Loan to Pankonin Enterprises 106 Main Street East; 5.7.

Resolution 24-119 Accepting a Donation of a U.S. Flag Valued at $1,675.44 from Belle Plaine Fire Relief Association for the use at Special Occasions to the Belle Plaine Fire Department; 5.8. Resolution 24-120 Appointing Seasonal Head Guard for the 2024 Belle Plaine Aquatic Center Season and 5.9. Resolution 24-121 Accepting a Donation of $139,587.26 from Belle Plaine Festivals and Events for the Completion of the Improvements at Union Square Park. ALL VOTED AYE. MOTION CARRIED.

6. DEPARTMENT REPORTS.
6.1. Ambulance Department.

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

6.2. Fire Department.

Fire Chief Otto was not present. The Council acknowledged the Fire Department Report.

6.3. Police Department.

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

6.4. Community Service.

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 highlighted the Community Development Report.

7. PUBLIC HEARINGS.
7.1. Non Conformance Expansion Permit 124 State Street East. The City Council is to hold a public hearing on a request for a non-conformance expansion permit which, if approved, would allow the relocation and expansion of a detached accessory structure at 124 State Street East

Community Development Director Smith Strack reviewed the Non Conformance Expansion Permit for 124 State Street East request with a brief slideshow.

Mayor Woletz opened the Public Hearing at 6:15 PM.

No one stepped forward.

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

7.1.1 Resolution 24-122 Conditionally Approving a Non-Conformance Expansion Permit for a Detached Accessory Structure at 124 State Street East.

MOTION by Councilmember Ladd, second by Councilmember Evans, to approve Resolution 24-122 Conditionally Approving a Non-Conformance Expansion Permit for a Detached Accessory Structure at 124 State Street East. ALL VOTED AYE. MOTION CARRIED.

7.2. Preliminary Plat Emma Krumbees Fourth Addition. The City Council is to hold a public hearing on a preliminary plat for Emma Krumbees Fourth Addition. The City is the applicant. The proposed plat provides for reconfiguration of property previously purchased.

Community Development Director Smith Strack reviewed the request for a preliminary Plat of Emma Krumbees Fourth Addition with a brief slideshow.

Mayor Woletz opened the public hearing at 6:21 PM.

No one stepped forward.

MOTION by Councilmember Coop, second by Councilmember Ladd, to close the public hearing at 6:22 PM. ALL VOTED AYE. MOTION CARRIED.

7.2.1. Resolution 24-123 Approving a Preliminary Plat for Emma Krumbees Fourth Addition.

MOTION by Councilmember Coop, second by Councilmember Evans, to approve Resolution 24-123 Approving a Preliminary Plat for Emma Krumbees Fourth Addition. ROLL CALL VOTED. Councilmembers Coop, Evans, Woletz and Krings VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED 4-1.

8. BUSINESS.
8.1. Presentation of Claims.
8.1.1. Pay Request No. 1, Project One Construction, Inc. for the Fire Station Project.

MOTION by Councilmember Coop, second by Councilmember Woletz, to approve the reviewed claims as presented in the amount of $234,186.26. ALL VOTED AYE. MOTION CARRIED.

8.2. Resolution 24-124 Award the Bid of $1,922,000.00 for Well No 5, Well House and Raw Water Line Project.

City Administrator Meyer explained bids were accepted for the Well No 5, Well House and Raw Water Line Project.

City Engineer Duncan reviewed the bids and recommendations.

The Council held discussion.

MOTION by Councilmember Woletz, second by Councilmember Coop, to approve Resolution 24-124 Award the Bid of $1,922,000.00 for Well No 5, Well House and Raw Water Line Project. ALL VOTED AYE. MOTION CARRIED.

8.3. Resolution 24-125 Resolution Approving A Minor Subdivision For 1135 State Street East.

Community Development Director Smith Strack reviewed the request for a Minor Subdivision for 1135 State Street East with a brief slideshow.

Council held discussion.

MOTION by Councilmember Evans, second by Councilmember Ladd, to approve Resolution 24-125 Resolution Approving A Minor Subdivision for 1135 State Street East. ALL VOTED AYE. MOTION CARRIED.

8.4. Resolution 24-126 Resolution Approving A Final Plat for Heritage Square Park.

Community Development Director Smith Strack reviewed the request for Final Plat of Heritage Square Park with a brief slideshow.

MOTION by Councilmember Coop, second by Councilmember Evans, to approve Resolution 24-126 Resolution Approving A Final Plat for Heritage Square Park. ALL VOTED AYE. MOTION CARRIED.

8.5. Resolution 24-127 Resolution Approving A Final Plat for Apple Acres Second Addition.

Community Development Director Smith Strack reviewed the request for Final Plat for Apple Acres Second Addition.

Council held discussion.

MOTION by Councilmember Woletz, second by Councilmember Krings, to approve Resolution 24-127 Resolution Approving A Final Plat for Apple Acres Second Addition. ROLL CALL VOTE. Councilmembers Woletz, Krings, Evans and Coop VOTED AYE. Councilmember Ladd VOTED NAY. MOTION CARRIED 4-1.

8.6. Resolution 24-128 Approving Lease Agreement for Elgin Pelican Street Sweeper for Public Works.

Item 8.6 was removed from the agenda.

9. ADMINISTRATION.
9.1. Upcoming Tentative Meetings.
1. Budget Work Session, Tuesday, August 20, 5:00 PM.
2. Downtown Music and Food Trucks, Wednesday, August 21, 4:30 – 8:00 PM.
3. City Offices Closed for the Holiday, Monday, September 2.
4. Design, Tuesday, September 3, 5:00 PM
5. City Council, Tuesday, September 3, 6:00 PM
6. Work Session, Tuesday, September 3, 6:15 PM

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

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Ladd, to adjourn the regular session at 6:39 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary