

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
AUGUST 20, 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, August 20, 2018 at 6:30 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Christopher Meyer called the meeting to order with Councilmembers Ben Stier, Cary Coop, Theresa McDaniel and Paul Chard present.

Also present were City Administrator Dawn Meyer, Public Works Superintendent Al Fahey, City Engineer Joe Duncan, City Attorney Bob Vose, Police Chief Tom Stolee, Finance Director Amy Jirik, Community Services Director Mindy Chevalier and Fire Chief Matt Stier. Community Development Director Cynthia Smith Strack and Ambulance Director Doug Sweeney were absent. Wanda Savage served as video recording operator.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of August 6, 2018.

4.2. Work Session Minutes of August 6, 2018.

4.3. National Night Out – Community Conversations Minutes of August 7, 2018.

4.4. Resolution 18-095 Reauthorizing Membership in the 4M Fund.

4.5. Resolution 18-096 Establishing Wage Increase for Lifeguards and Water Safety Instructors Effective August 1, 2018.

~~**4.6. Authorizing Long Term Financial Management Planning.**~~

4.7. Resolution 18-097 Approving Premise Permit for The Belle Plaine Friends of the Library at Borough Bowl.

4.8. Approve Large Assembly Permit for Belle Plaine Festival and Events for Half-Marathon Event on September 15, 2018.

Mayor Meyer requested 4.6. Authorizing Long-Term Financial Management Planning to the Business portion of the meeting.

MOTION by Councilmember Coop, second by Councilmember McDaniel to approve the consent agenda as follows: 4.1. Regular Session Minutes of August 6, 2018; 4.2. Work Session Minutes of August 6, 2018; 4.3. National Night Out – Community Conversations Minutes of August 7, 2018; 4.4. Resolution 18-095 Reauthorizing Membership in the 4M Fund; 4.5. Resolution 18-096 Establishing Wage Increase for Lifeguards and Water Safety Instructors Effective August 1, 2018; 4.7. Resolution 18-097 Approving Premise Permit for The Belle Plaine Friends of the Library at Borough Bowl; 4.8. Approve Large Assembly Permit for Belle Plaine Festival and Events for Half-Marathon Event on September 15, 2018. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Report. – No report due to on-going software issues.

Ambulance Director Sweeney was absent.

5.2. Fire Report.

Fire Chief Stier was present. The council acknowledged receipt of the Fire Department Report.

5.3. Community Services Report.

Community Services Director Chevalier was present. The council acknowledged receipt of the Community Services report.

5.4. Police Report.

Police Chief Stolee was present. The council acknowledged receipt of the Police Report.

5.5. Community Development Report.

Community Development Director Smith Strack was absent. The council acknowledged receipt of the Community Development Report.

6. PUBLIC HEARINGS.

6.1. 2019 Street Project Preliminary Hearing. The City Council will accept public comment on the proposed 2019 Street Improvement Project.

City Administrator Meyer explained a review of the 2019 Street Improvement Project was provided at the July 16th City Council meeting. Meyer the City Engineer will provide a presentation tonight followed by the public hearing. Meyer noted assessment amounts will be addressed at a later meeting. City Engineer Duncan provided an overview of the project explaining the project will not only restore the aging pavement but also bring the streets up to the City's residential standard of consistent 40 foot openings, 7-ton axle loads, concrete driveway aprons and concrete walkways with ADA ramps. Duncan explained if residents have specific questions about their proposed assessment requesting time with city staff to address those questions is advised.

Mayor Meyer explained a public hearing has been scheduled and the City Council will accept public comment on Resolution 18-098 Ordering Improvement and Directing Preparation of Final Plans and Specifications for the 2019 Street Improvement Project.

Mayor Meyer opened the public hearing at 6:56 PM and asked for public comment.

Chuck Perkins, 111 Sunset Drive submitted a written letter to staff and spoke on his concerns. Perkins' letter was entered into public record. Perkins indicated his letter inquired on the cost of the project and assessments, which was answered in the presentation. Perkins read his second question regarding the property of 113 Sunset Drive who in July of 1989 placed a new driveway which he believes is encroaching on his property by 2 feet. Perkins explained at the time nothing was done to correct it by the City when he brought the concerns forward. Perkins requests the encroachment be corrected during this project. City Engineer Duncan explained according to the map it does look like some encroachment has occurred and he will work with Perkins to resolve the issue with the right of way. Perkins explained his third question of his property being accurately assessed is not necessary if the correction of the encroachment is taken care of. Perkins read question four inquiring on the plans to correct the width of Sunset Drive as it currently varies from 35 feet to 40 feet. Perkins explained question four was answered in the presentation. Perkins also noted his fifth question on plans for sidewalks on Sunset Drive was also answered in the City Engineers presentation. Public Work Superintendent Fahey explained when a street project is done the street becomes centered with the right of way. Fahey noted one side of the street may lose two feet and the other may gain two feet.

John Watzl, 117 Sunset Drive stated he has a sewer drain in his backyard. Watzl voiced concerns about possible flooding into his residence and would like to have the drain addressed. Duncan explained the City storm water infrastructure map doesn't indicate a drain there noting it could be private. Watzl stated the piping comes from the drain out by the street. Duncan explained if the piping is connected to the street drainage system it would not continue to be used with the new streetwork.

Mayor Meyer read a letter submitted by Wayne Larson, 113 Sunset Drive stating 46 years ago the street amount was divided up equally and everyone paid the same amount, as everyone uses the street the same. Larson states the current billing formula is not fair and he requests the billing president of 1980 instead of the current formula. Larson's letter was entered into public record.

MOTION by Councilmember Coop, second by Councilmember Chard to close the public hearing at 7:06 PM. ALL VOTED AYE. MOTION CARRIED.

6.1.1. Resolution 18-098 Ordering Improvement and Directing Preparation of Final Plans and Specifications for the 2019 Street Improvement Project.

MOTION by Councilmember Coop, second by Councilmember Stier to approve Resolution 18-098 Ordering Improvement and Directing Preparation of Final Plans and Specifications for the 2019 Street Improvement Project. ALL VOTED AYE. MOTION CARRIED.

7. BUSINESS.

7.1. Presentation of Claims.

1. Pay Request No. 1 – 2018 Pavement Maintenance.

Mayor Meyer explained two entry errors in the claims as listed as Ag Partners administrative actually being fuel expense.

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

7.2. Resolution 18-099 Authorizing Amendment to Assessment Agreement for Resolution 92-66.

City Administrator Meyer explained in 1992 an easement and assessment agreement was reached however the City of Belle Plaine did not record the resolution with the county. Clarification on the assessment and actual easement documentation is needed. Resolution 18-099 addresses the clarifications and once signed will be recorded with the county.

MOTION by Councilmember Coop, second by Councilmember Chard to approve Resolution 18-099 Authorizing Amendment to Assessment Agreement for Resolution 92-66. ALL VOTED AYE. MOTION CARRIED.

7.3. Resolution 18-101 Awarding the Sale General Obligation Improvement Bonds, Series 2018A.

Todd Hagen from Ehlers and Associates explained the City has a AA Bond rating with a stable outlook. Hagen explained bids were taken earlier today August 20 and 3 bids were received for the 10-year bond.

Councilmember Chard inquired about a 7-year bond. City Administrator Meyer explained the City makes 10 years of bond payments and however payments from assessments are paid over 7 years.

MOTION by Councilmember Coop, second by Councilmember Stier to approve Resolution 18-101 Awarding the Sale General Obligation Improvement Bonds, Series 2018A. ALL VOTED AYE. MOTION CARRIED.

7.4. Authorizing Long-Term Financial Management Planning.

Mayor Meyer requested more information on the financial management plan. Finance Director Jirik explained every two years the City's long term financial plan should be reviewed and updated. Jirik noted the current plan has not been updated since 2015. Jirik explained the financial management plan is important to review and update to ensure the fiscal stability of the City. Meyer inquired if using the same company repeatedly becomes a cookie cutter effect rather than a new accurate review. Jirik explained Ehlers is used for other financial areas within the City noting their knowledge and ability to answer

accurately, intensive questions is a benefit. Jirik explained the financial plan is used to compare and verify the City is on track for growth and levy. Meyer explained in the banking industry using the same auditor over and over is discouraged inquiring if a new advisor would provide a fresh look and view point. Jirik explained one of the finance associates she will be working with was a past finance director and believes the continuity of the plan today and the resources are all positive factors in staying with Ehlers. Jirik stated an outside company wouldn't have the knowledge Ehlers has. Staying with Ehlers which the City has history with and is beneficial to the City. City Administrator Meyer explained her suggestion would have been to stay with Ehlers for the financial management plan citing the plan as a critical tool for long term planning and staying on progress. With Ehlers handling the long term financial management plan the City has maintained a stable bond rating. Meyer also noted in the event the financial advisors for the City is transferred to another company the financial management plan would also move for consistency.

MOTION by Councilmember Coop, second by Councilmember Stier to approve Authorizing Long-Term Financial Management Planning. ALL VOTED AYE. MOTION CARRIED.

Public Works Superintendent Fahey provided an update on the community pool project. Fahey explained surveys are done citing possible gas main work will need to be addressed. Fahey noted the project is on track and moving forward. Mayor Meyer inquired on the next steps. Fahey explained he expects construction plans in two weeks, with a four week bidding period to follow along with state review of the project. Bid opening would happen the first of second week in October. Meyer inquired if demo could still happen this fall. Fahey affirmed demo could still happen this fall pending weather.

8. ADMINISTRATION.

8.1. Upcoming Meetings.

1. Design Committee, 5:15 PM TUESDAY, September 4.
2. City Council, 6:30 PM TUESDAY, September 4.
3. Work Session, 6:45 PM TUESDAY, September 4.
4. EDA, 5:00 PM, Monday, September 10.
5. Planning, 6:30 PM, Monday, September 10.
6. Public Safety, 4:30 PM, Tuesday, September 11.
7. Food Truck Night at the Plaza, 5:00-7:00 PM, Tuesday, September 11.
8. Public Works, 9:30 AM Friday, September 14.

The Council was reminded of the upcoming meetings as listed.

9. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember McDaniel, to adjourn the meeting at 7:30 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary