

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
SEPTEMBER 17, 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, September 17, 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, Theresa McDaniel and Paul Chard present.

Also present were City Administrator Dawn Meyer, Community Development Director Cynthia Smith Strack, Public Works Superintendent Al Fahey, Finance Director Amy Jirik, City Engineer Joe Duncan, City Attorney Bob Vose, Community Services Director Mindy Chevalier, Police Chief Tom Stolee, Ambulance Director Doug Sweeney and Fire Chief Matt Stier. 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 September 4, 2018.

4.2. Work Session Minutes of September 4, 2018.

4.3. Resolution 18-108 Authorizing Submittal of Minnesota Department of Education Library Construction Grant Application.

4.4. Resolution 18-109 Call for Public Hearing on Final Assessment for the 2018 Street Improvement Project.

4.5. Approving Temporary On Sale Liquor License for an Event on October 26, 2018 for the Scott County Historical Society at 405 N. Chestnut Street.

4.6. Resolution 18-111 Authorize and Direct Execution of Electrical Inspector Contract (NAME)

4.7. Resolution 18-112 Approving Voluntary Termination of 3.2 Liquor License for Belle Plaine Pizza Plus Inc. Effective September 11, 2018.

4.8. Resolution 18-113 Accepting \$5,000.00 Donation from Bolton and Menk for replacement City Banners.

4.9. Resolution 18-114 Accepting the 2016 Ridgeview Health Campus Municipal Utility and Collector Street Modification Project and Closing the Project Code in Fund (467) and Releasing the Letters of Credit.

4.10. Authorizing Advertisement for Design Committee Member.

MOTION by Councilmember Coop, second by Councilmember McDaniel to approve the consent agenda as follows: 4.1. Regular Session Minutes of September 4, 2018; 4.2. Work Session Minutes of September 4, 2018; 4.3. Resolution 18-108 Authorizing Submittal of Minnesota Department of Education Library Construction Grant Application; 4.4. Resolution 18-109 Call for Public Hearing on Final Assessment for the 2018 Street Improvement Project; 4.5. Approving Temporary On Sale Liquor License for an Event on October 26, 2018 for the Scott County Historical Society at 405 N. Chestnut Street; 4.6. Resolution 18-111 Authorize and Direct Execution of Electrical Inspector Contract Justin Doebbeling; 4.7. Resolution 18-112 Approving Voluntary Termination of 3.2 Liquor License for Belle Plaine Pizza Plus Inc. Effective September 11, 2018; 4.8. Resolution 18-113 Accepting \$5,000.00 Donation from Bolton and Menk for replacement City Banners; 4.9. Resolution 18-114 Accepting the 2016 Ridgeview Health Campus Municipal Utility and Collector Street Modification Project and Closing the Project Code in Fund (467) and Releasing the Letters of Credit; 4.10. Authorizing Advertisement for Design Committee Member. ALL VOTED AYE. MOTION CARRIED.

5. PUBLIC FORUM - VISTORS REQUEST.

5.1. Matthew Bo-Dean Vogel, Water Bill.

Finance Director Jirik explained staff received a letter from Matthew Vogel, who resides at 320 Cedar Street North. Resident disputes paying sewer charges for water used on his lawn. Jirik explained the City does not waive or reduce utility bills unless there is a billing error. There is no error in the reading or billing for this property. There are no allowances in the policy to reduce sewer charges through the main meter based on resident's request. The City does offer irrigating meters for residents that chose to water lawns. Without an irrigation meter there is no documentation to prove what water was used where. Jirik noted utility charges are based on usage to offset the costs of operations of the individual utility.

Matthew Bo-Dean Vogel was present and state he has pictures of his grass as proof of watering if council want to see. Mayor Meyer explained the council has read the letter and understands Vogel's concern however council does not make amendments to the policy as there is no way to determine how much water was used for watering. Meyer explained Vogel is eligible to obtain a second meter for outside watering.

6. DEPARTMENT REPORTS.

6.1. Ambulance Report.

Ambulance Director Doug Sweeney was present. The Ambulance reports from April through August were accepted. Sweeney explained response times are hitting the 10-minute mark from dispatch to onsite consistently.

6.2. Fire Report.

Fire Chief Stier was present. The Council accepted the Fire Department Reports. Stier noted 2 bids on the old fire truck were received and will be reviewed and the rescue van is back in service. Stier explained on October 13th the Fire Department will be holding an open house for Fire Prevention Week rather than going in to each school.

Mayor Meyer inquired if the department is at full staff. Stier confirmed the department is at 30 members with 3 in the academy. Councilmember Stier inquired more information on the open house. Chief Stier explained a smoke house, handouts and various other activities. Stier also has acquired fire extinguishers for those who need them.

6.3. Community Services Report.

Community Services Director Chevalier was present. The council accepted the Community Services Report.

6.4. Police Report.

Police Chief Stolee was present. The council accepted the Police Report.

Councilmember Coop inquired about the Community Voucher Program. Stolee explained it's a program funded by local churches where those in need can come to the station and receive a gift cards for gas, meals, etc. the resident's information is taken down as the program only allows a once a year voucher.

6.5. Community Development Report.

Community Development Director Smith Strack was present. The council accepted the Community Development Report.

Mayor Meyer inquired if the mining questions were cleared up. Smith Strack explained she met with City Engineer Duncan, County staff and the applicants and had a productive discussion which resulted in some clarity on some questions.

Mayor Meyer requested an update from Public Works Superintendent Fahey on the Pool. Fahey explained the project is still two weeks behind schedule but expects advertising for bids to go out on Wednesday, September 26th. Fahey noted during the four-week window for bids the state will review the project.

Mayor Meyer requested an update on the NSI project from City Engineer Duncan. Duncan explained the bid opening has been pushed back with an addendum for modifications that could open up the bids for the best possible price.

7. PUBLIC HEARINGS. None Scheduled.

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 18-110 Adopting 2019 Preliminary Budget and Levy.

Finance Director Jirik explained on September 4, 2018 the City Council held a budget workshop to address the 2019 Preliminary Budget and Levy. After discussion it was recommended that the 2019 Preliminary Budget and Levy be approved by the City Council. Jirik noted the 2019 Preliminary Budget and Levy must be certified to the county by October 1, 2018 and the EDA and HRA preliminary levies must be set by September 17, 2018. Jirik also explained once the Preliminary Budget and Levy have been certified, the City Council will need to schedule a Final Budget Workshop in October or November to review the preliminary levy, prior to final adoption.

MOTION by Councilmember Coop, second by Councilmember Chard to approve Resolution 18-110 Adopting 2019 Preliminary Budget and Levy. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Meetings.

- 1. Public Works, 9:00 AM, Tuesday, September 18.**
- 2. Public Safety, 4:30 PM, Tuesday, September 18.**
- 3. Belle Plaine Orderly Annexation Meeting, 6:00 PM, Wednesday, September 19.**
- 4. Design Committee, 5:15 PM, Monday, October 1.**
- 5. City Council, 6:30 PM, Monday, October 1.**
- 6. Work Session, 6:45 PM, Monday, October 1.**
- 7. Committee of the Whole, 6:45 PM, October 1.**
- 8. EDA, 5:00 PM, Monday, October 8.**
- 9. Planning, 6:30 PM, Monday, October 8.**
- 10. Public Safety, 4:30 PM, Monday, October 9.**
- 11. Public Works, 9:00 AM, Thursday, October 11.**
- 12. Truth in Taxation Public Hearing, 6:15 PM, Monday, December 3.**

The Council was reminded of the upcoming meetings as listed.

Mayor Meyer also announced Coffee with the Mayor on September 25th at 10:00 AM at Solid Grounds Coffee House.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember McDaniel, to adjourn the meeting at 6:52 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Belle Plaine City Council
Regular Meeting
September 17, 2018
APPROVED

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Renee Eyrich
Recording Secretary