

**BELLE PLAINE CITY COUNCIL
REGULAR SESSION
SEPTEMBER 18, 2017**

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 18, 2017 at 6:30 p.m. in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Christopher Meyer called the meeting to order with Councilmembers Paul Chard, Ben Stier, Cary Coop, and Theresa McDaniel present.

Also present were Interim City Administrator Dawn Meyer, Community Development Director Cynthia Smith Strack, Public Works Superintendent Al Fahey, City Engineer Joe Duncan, Police Chief Tom Stolee and City Attorney Bob Vose. Wanda Savage served as the video recording operator.

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of September 5, 2017.

4.2. Approve Concept Plan for Dog Park at Hickory Park.

4.3. Resolution 17-107 Adopting Special Assessment for Delinquent Fire Bill for Lot 7 at 501 West Forest Street.

4.4. Resolution 17-109 Approving ROSE Façade Loan Request by Chad Behnke, 235 Meridian Street South.

Mayor Meyer requested that consent agenda item, "Approve Concept Plan for Dog Park at Hickory Park" be moved to the business portion of the agenda.

MOTION by Councilmember Coop, second by Councilmember McDaniel, to approve the consent agenda as follows: 4.1. Regular Session Minutes of September 5, 2017, 4.2. Resolution 17-107 Adopting Special Assessment for Delinquent Fire Bill for Lot 7 at 501 West Forest Street, and 4.3. Resolution 17-109 Approving ROSE Façade Loan Request by Chad Behnke, 235 Meridian Street South. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Ridgeview Ambulance provided a written monthly report. The Council acknowledged receipt of the Ambulance Department report.

5.2. Fire Department.

Fire Chief Matt Stier was present. The Council acknowledged receipt of the Fire Department report.

5.3. Community Services Department.

Community Services Director Mindy Chevalier was present. The Council acknowledged receipt of the Community Services Department report.

5.4. Police Department.

Police Chief Tom Stolee was present. The Council acknowledged receipt of the Police Department report.

5.5. Community Development Department.

Community Development Director Cynthia Smith Strack was present. The Council acknowledged receipt of the Community Development Department report.

VISITOR'S REQUEST

State Representative Bob Vogel – Legislative Update.

Mayor Meyer welcomed State Representative Bob Vogel.

Representative Vogel provided the highlights of the Minnesota Legislative action. He explained the budget increases and spenddown of the surplus funds, plus transportation and healthcare expenditures.

6. PUBLIC HEARINGS.

6.1. Final Assessment Hearing for 2017 Street Improvement Project. The City Council will accept public comment on assessments for the 2017 Street Improvement Project.

Interim City Administrator Meyer explained that at the July 18, 2016 meeting, the City Council accepted the preliminary engineering report and called for the public hearing for the 2017 street improvement project. The preliminary hearing on the improvements was held on August 15, 2016. After receiving testimony by the affected property owners, the Council ordered the plans specifications for the project. The final plans were approved at the February 21, 2017 meeting and Council authorized advertising for bids. The project was let and the bid was awarded to Wm. Mueller & Sons on April 3, 2017. The 2017 Street Improvement Project is substantially complete. The Council will accept public comment on the final assessments for the project. After the close of the public hearing, the Council will adopt the final assessment. The payment period is for seven (7) years at an interest rate of 4.0% per annum. The property owners have the option of submitting payment by November 22, 2017 to the City in order to avoid interest charges.

City Engineer Duncan explained the final assessments have been based on actual construction costs. Driveway construction, sanitary sewer and water main costs have impacted the assessment amounts. Property owner Dan Schlicht had contacted the City regarding his assessment and was adjusted due to a past assessment for the 2001 street improvement project.

Interim City Administrator Meyer explained that a property owner contacted the City regarding proper notification of the assessment. Interim City Administrator Meyer explained the assessment process to the caller and that letters were sent according the information available.

Mayor Meyer opened the public hearing at 6:54 p.m. and asked for public comment.

Andrew Santovi, 114 Elk Street North, commented on the poor quality of the boulevard grass restoration and inquired about the assessment payment process. Interim City Administrator Meyer explained that special assessments are levied against the property and are paid with the property taxes that are due in May and October of each year.

MOTION by Councilmember Coop, second by Councilmember Chard, to close the public hearing at 6:57 p.m. ALL VOTED AYE. MOTION CARRIED.

1. Resolution 17-108 Adopting Final Assessment for the 2017 Street Improvement Project.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Resolution 17-108 Adopting Final Assessment for the 2017 Street Improvement Project. ALL VOTED AYE. MOTION CARRIED.

7. BUSINESS.

7.1. Presentation of Claims.

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

7.2. Adopting Updated Water and Sewer Rate Study by Abdo, Eick & Meyers, LLC.

Interim City Administrator Meyer explained the City Council authorized Abdo, Eick and Meyers to perform a utility rate study for the City of Belle Plaine's Water and Sewer Enterprise Funds. At the workshop on July 17, 2017, the City Council received the results and recommendations.

Mayor Meyer welcomed Brad Falteysek of Abdo, Eick and Meyers. Mr. Falteysek provided a Power Point presentation which summarized the expenses, revenues and projections associated with water and sewer enterprise funds. Also included was a rate comparison of neighboring cities.

Mayor Meyer explained that actual utility rates for 2018 will be approved later this year.

MOTION by Councilmember Coop, second by Councilmember Chard, to accept the Water and Sewer Rate Study by Abdo, Eick & Meyers, LLC. ALL VOTED AYE. MOTION CARRIED.

7.3. Ordinance 17-10, Amending Section 307.04 Pertaining to Liquor Liability Insurance Regulation.

Interim City Administrator Meyer explained that it is appropriate for liquor establishments to have the City named as an additional insured on certificates of liability insurance. The proposed Ordinance 17-10 establishes the regulation.

MOTION by Councilmember Coop, second by Councilmember Stier, to adopt Ordinance 17-10, amending Section 307.04 of the City Code pertaining to Liquor Liability Insurance Regulation. ALL VOTED AYE. MOTION CARRIED.

7.4. Ordinance 17-11, Amending Section 313.01 of the City Code Pertaining to Limiting the Number of Licensed Refuse Haulers.

Interim City Administrator Meyer explained that at their meeting on August 10, 2017, the Public Works Committee recommended limiting the number of licensed residential refuse haulers within the City. It is appropriate to adopt Ordinance 17-11 to limit the number of licensed residential refuse haulers to a maximum of three. The proposed Ordinance 17-11 establishes the regulation.

Public Works Superintendent Fahey provided details as to how the Public Works Committee arrived at limiting the number of haulers. Currently there are three licensed haulers. The City's concern for dual axle trucks damaging cul-de-sac due to turning radius, loose debris, oil and other liquids leaking from the trucks, and compost hauling services were addressed with the haulers.

MOTION by Councilmember Coop, second by Councilmember Chard, to adopt Ordinance 17-11, Amending Section 313.01 of the City Code Pertaining to Limiting the Number of Licensed Refuse Haulers. ALL VOTED AYE. MOTION CARRIED.

7.5. Resolution 17-110 Authorize Willow Street Ravine Storm Water Repair Project and Award Quote.

Interim City Administrator Meyer explained that Staff had received a call from a property owner who had concerns about erosion occurring near unimproved Willow Street North. Public Works Superintendent Fahey and Engineer Joe Duncan viewed the site and condition. They brought forward options for storm water drainage at a recent Public Works Committee meeting. The Committee recommended proceeding to secure quotes and award the project. Staff solicited quotes from three general contractors for the proposed project. The City received two quotes. Staff recommends awarding the project to Schneider Construction, who was the low bidder. The project is expected to be completed this fall.

City Engineer Duncan provided details of the project for channeling the storm water.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Resolution 17-110 Authorize Willow Street Ravine Storm Water Repair Project and Award Quote. ALL VOTED AYE. MOTION CARRIED.

7.6. Approve Concept Plan for Dog Park at Hickory Park.

Mayor Meyer explained that he requested this item be moved from the consent agenda to the business portion due to questions he had regarding the City's cost.

Interim City Administrator Meyer explained that Belle Plaine Festivals and Events Charitable Gambling Organization approached the City about establishing a dog park on city property. Staff discussed potential areas and believe that Hickory Park would be an acceptable area. Public Works Superintendent Fahey prepared a short PowerPoint presentation and Interim-Administrator Dawn Meyer presented it to the Park Board for their input and approval. At their meeting on August 21, 2017 the Park Board approved the project at a cost not to exceed \$25,000.00 and recommended adding benches and trees to the project. The Park Board recommended this amount before the actual cost of the fence was known. Public Works Superintendent Fahey received a quote to install black vinyl fencing and gates at a cost of \$11,575.00. Belle Plaine Festivals and Events has indicated cost participation to install the fence and gates. Therefore, the City's cost will not exceed \$15,000.

Interim City Administrator Meyer further explained that if implementation of the dog park at Hickory Park proceeds, a resolution will be brought forward to the City Council at a later date to remove the dog park currently located at the hockey rink along Market Street.

MOTION by Mayor Meyer, second by Councilmember Coop, to approve the concept plan for a dog park at Hickory Park and authorize up to \$15,000 to cover the expenses related to the installation of a coated vinyl fence, trees and benches. Furthermore, donated funds as indicated by the Belle Plaine Festival and Events Charitable Gambling Organization will be applied to offset City cost. ALL VOTED AYE. MOTION CARRIED.

8. ADMINISTRATION.

8.1. Upcoming Meetings.

- 1. Park Board Workshop, Capital Planning, 5:00 pm, Monday, September 25.**
- 2. Public Safety, 4:30 pm, Tuesday, September 26.**

- 3. Design Committee, 5:15 pm, Monday, October 2.**
- 4. City Council, 6:30 pm, Monday, October 2.**
- 5. Council Work Session, 6:45 pm, Monday, October 2.**
- 6. EDA, 5:00 pm, Monday, October 9.**
- 7. Planning, 6:30 pm, Monday, October 9.**

The Council was reminded of the upcoming meetings as listed.

9. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Chard, to adjourn the meeting at 7:26 p.m.
ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary