

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
SEPTEMBER 20, 2021**

1. PLEDGE OF ALLEGIANCE.

Mayor 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 20, 2021 at 6:30 PM in the Council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Meyer called the meeting to order with Councilmembers Krings, Coop, Chard and LeMieux present.

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

3. APPROVAL OF AGENDA.

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

4. APPROVAL OF CONSENT AGENDA.

- 4.1. Regular Session Minutes of September 7, 2021.
- 4.2. Work Session Minutes of September 7, 2021.
- 4.3. Budget Work Session Minutes of September 7, 2021.
- 4.4. Resolution 21-110 Adopting the Preliminary Tax Levy Collectable in 2022, the 2022 Preliminary Budget, and the 5-year Capital Plan.
- 4.5. Resolution 21-113 Appointing Todd Otto as Interim Public Works Superintendent, Authorize a Monthly Wage Stipend for Interim Public Works Superintendent and Authorize Staff to Advertise for the Full-Time Public Works Superintendent Position.
- 4.6. Resolution 21-114 A Resolution Approving Terms of a ROSE Program Loan to Brad and Sue Schultz (Brad's Barbershop) 106 Meridian Street South.
- 4.7. Resolution 21-115 A Resolution Approving Terms of a ROSE Program Loan to Steve and Cara Cox 122 Meridian Street South.
- 4.8. Resolution 21-118 Appointing Kelly Guralnik as a Full Time Police Officer with the City of Belle Plaine.
- 4.9. Resolution 21-119 Appointing Cody Cloos as a Full Time Police Officer with the City of Belle Plaine.

MOTION by Councilmember Coop, second by Councilmember LeMieux, to approve the consent agenda as follows: 4.1. Regular Session Minutes of September 7, 2021; 4.2. Work Session Minutes of September 7, 2021; 4.3. Budget Work Session Minutes of September 7, 2021; 4.4. Resolution 21-110 Adopting the Preliminary Tax Levy Collectable in 2022, the 2022 Preliminary Budget, and the 5-year Capital Plan; 4.5. Resolution 21-113 Appointing Todd Otto as Interim Public Works Superintendent, Authorize a Monthly Wage Stipend for Interim Public Works Superintendent and Authorize Staff to Advertise for the Full-Time Public Works Superintendent Position; 4.6. Resolution 21-114 A Resolution Approving Terms of a ROSE Program Loan to Brad and Sue Schultz (Brad's Barbershop) 106 Meridian Street South; 4.7. Resolution 21-115 A Resolution Approving Terms of a ROSE Program Loan to Steve and Cara Cox 122 Meridian Street South; 4.8. Resolution 21-118 Appointing Kelly Guralnik as a Full Time Police Officer with the City of Belle Plaine and 4.9. Resolution 21-119 Appointing Cody Cloos as a Full Time Police Officer with the City of Belle Plaine. ALL VOTED AYE. MOTION CARRIED.

RECOGNITION OF SERVICE

Doug Sweeney – Ambulance Director Retirement

Mayor Meyer presented Ambulance Doug Sweeney with a certificate of recognition on his retirement from Ridgeview Ambulance and the City of Belle Plaine. Sweeney worked with the City of Belle Plaine for 13 years starting in 2003 and 40 years with Ridgeview. Meyer congratulated Sweeney on his retirement. Fire Chief Otto, Police Chief Stier and Public Works Superintendent Fahey all spoke praise of working with Sweeney and wished him well in retirement.

Ashley Cauley – Planning and Zoning Commissioner 2018 – 2021

Mayor Meyer presented Planning and Zoning Commissioner Cauley a certificate of recognition for her work on the Planning Commission from 2018-2021. Cauley was not in attendance.

PROCLAMATION

Domestic Violence Awareness Month

Mayor Meyer read the Domestic Violence Awareness Proclamation. Meyer proclaimed October as Domestic Violence Awareness Month in the City of Belle Plaine. Residents are encouraged to shine a purple light outside their homes in support of Domestic Violence Awareness.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department

Ambulance Director Sweeney reviewed the Ambulance Report. Sweeney noted 131 patient care reports were done in August, which has doubled since 2008.

Councilmember Chard inquired on the response time. Ambulance Director Sweeney explained the response time has remained pretty steady since 2008 around the 9-minute mark.

5.2. Fire Department.

Fire Chief Otto was present. Otto highlighted the Fire Department Report.

Mayor Meyer inquired on staffing numbers. Chief Otto explained the department is down one member due to retirement.

5.3. Police Department.

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

Mayor Meyer noted the Night to Unite was a great event. Chief Stier explained the overall consensus is the community likes the smaller neighborhood parties and noted staff will continue to plan on the smaller neighborhood parties in the future.

5.4. Community Services Director.

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

Mayor Meyer inquired if City Administrator Meyer has any information needing to be shared. City Administrator Meyer explained although the contract has ended the City works closely with the school. Aquatic Center Manager/Event Coordinator Wadlsey works closely with Community Services Director Koller.

5.5. Community Development Department.

Community Development Director Smith Strack was present. Smith Strack highlighted the Community Development Department Report and noted one façade grant is still available for 2021 along with residential rehab grants.

Mayor Meyer inquired on DEED money potentially coming out for COVID? Community Development Director Smith Strack explained additional information has been distributed regarding funds for people who have not been made whole due to COVID.

Councilmember Chard inquired on the residential rehab grant. Community Development Director Smith Strack explained the residential rehab grant is from HRA money and used for income qualified residents within City limits. Smith Strack explained the City has a couple more grants available for 2021.

6. PUBLIC HEARINGS.

6.1 Conditional Use Permit: Xcel Energy – Accessory Outdoor Storage. The City Council will consider public comment on a request to allow outdoor storage in conjunction with a non-residential principal use as provided for under Section 1107.08, Subd. 2(1) of the City Code. If approved the conditional use permit would allow an outdoor storage area at 840 Energy Drive the site of a proposed Xcel Energy Service Center.

Community Development Director Smith Strack reviewed the Conditional Use Permit for Xcel Energy at the service center located at 840 Energy Drive. Smith Strack reviewed the request with a brief slideshow and reviewed the lot development, performance criteria and noted the Planning Commissions recommendation to approve.

Mayor Meyer opened the public hearing at 6:48 PM.

No one spoke at the public hearing.

MOTION by Councilmember Coop, second by Councilmember LeMieux to close the public hearing at 6:48 PM. ALL VOTED AYE. MOTION CARRIED.

6.1.1. Resolution 21-116 A Resolution Approving a Conditional Use Permit for Outdoor Storage in Conjunction with an Xcel Energy Service Facility at 840 Energy Drive.

MOTION by Councilmember Krings, second by Councilmember Chard, to approve Resolution 21-116 A Resolution Approving a Conditional Use Permit for Outdoor Storage in Conjunction with an Xcel Energy Service Facility at 840 Energy Drive. ALL VOTED AYE. MOTION CARRIED.

7. BUSINESS.

7.1. Presentation of Claims.

Councilmember Chard inquired on the Axon charge. Finance Director Jirik explained Axon was the new video system approved for purchase with payment coming from Charitable Gambling Funds. Chard inquired on the lifeguard training reimbursement. Public Works Superintendent Fahey explained training is reimbursed because they work for us.

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

7.2. Resolution 21-111 Awarding the Sale of the General Obligation Improvement Bonds, Series 2021A.

Finance Director Jirik explained Todd Hagen of Ehlers is present and will review the sale of the bond along with present the Council with an item.

Todd Hagen explained the City of Belle Plaine has received a credit rating upgrade from Standard and Poors. The City moves up from an AA rating to an AA+ rating with a stable outlook. Hagen explained the City adheres to capital planning and budgeting for long term plans. Hagen noted the City has moved up seven notches since 2002 and explained the upgrade helps secure lower interest rates for bonds. Hagen presented the Mayor and City Council with a rating certificate.

Todd Hagen reviewed the bond sale noting the higher credit rating secured better interest rates with six bids coming in for the bond. Hagen explained the City received a premium bid which allows for a cut in the bonded amount by \$105,000.00 lowering the total bond to \$2,045,000.00 with a closing date of October 13.

Councilmember Coop inquired what Jordan's rating is. Finance Director Jirik explained the City of Belle Plaine has a higher credit rating than Jordan.

Finance Director Jirik explained on page three of the sale day report entails the best snapshot of what the rating reflects.

Mayor Meyer thanked previous and current staff and council for their work to improve the rating for the City.

MOTION by Councilmember Coop, second by Councilmember Chard to approve Resolution 21-111 Awarding the Sale of the General Obligation Improvement Bonds, Series 2021A. ALL VOTED AYE. MOTION CARRIED.

7.3. Resolution 21-112 Accepting Report and Calling for Public Hearing on the 2022 Improvement Project.

City Administrator Meyer explained the preliminary engineering report for the 2022 Improvement Project will be presented and the City Council will call for the public hearing. Meyer explained the assessment numbers are worse case numbers. Meyer noted the City Council has directed staff to continue working on financing options and funding sources as the Council understands the impact on businesses. Meyer explained Engineer Duncan will review the engineering and technical information with a presentation. Meyer explained the final design is where the Council will look at what goes on into the surface right now Council will only be looking at infrastructure.

City Engineer Duncan presented a slideshow to review the 2022 Improvement Project. Duncan showed a picture of the Downtown area and explained the purple highlighted area is the proposed 2022 project, the red highlighted area is the proposed 2023 project area and the yellow highlighted area is the 2024 County Improvement Project on CSAH 6 (State Street). Duncan explained the preliminary engineer report reviews five main components which include existing conditions, proposed conditions, cost of the project, how to pay for the project and finally the schedule. Duncan explained the 2022 Improvement project is focused on Meridian Street, Church Street, Block 92 Alley, and Sanitary Sewer. Duncan explained the sanitary sewer was televised noting the condition throughout was consistent with cracks, Duncan explained the 1999 Improvement Project did not address the sanitary sewer lines at that time as a cost saving measure. Duncan explained the City Council has reviewed what is proposed to go back on the surface during a work shop and at the public meetings for Business owners and property owners. Duncan explained the proposal reduces Main Street and Meridian street from 78 feet to 63 feet with two driving lanes, parking on both sides of the street and a 10 ton axle load. Duncan explained Church Street will have a 64 foot opening with two drive lanes, angled parking on both sides and a 10 ton axle load. Duncan noted concrete walks with ADA ramps with increased width, bump-outs and various amenities along with

multi-purpose lighting. Duncan reviewed the alley improvements noting block 92 will be a full reconstruct and Block 103 will be a mill and overlay. Duncan reviewed the utility improvements explaining water and sanitary sewer service lines were replaced in 1999, no changes are planned for the water main which was updated in 1998 however sanitary sewer and storm sewer will be addressed with the project.

Councilmember Coop inquired what the reasoning to keep the 20-year-old water lines and not replace now as well as they are older. City Engineer Duncan explained staff do not have any concern with the material used in 1998 noting it has a 75-year design life, which could go even longer. Duncan noted the water lines may not need to be addressed until year 2075 to 2100. Coop inquired on the storm sewer. Duncan explained updated storm sewer will not be taken out rather supplemented.

City Engineer Duncan explained the total cost of the project to return the project similar to what it looks like today would cost 2.6 million, for the proposed additions of streetscape an additional 1.6 million would be included. Duncan reviewed the assessment process including the residential guidelines. Duncan noted property owners pay for 30% of the street, utilities, driveway, curb and gutter and 100% of the service lines to the property. Duncan explained streetscape is included in the 30% assessment to property owners with no credits included at this time. Duncan noted grants, recovery act money have not been factored in but rather preliminary assessment numbers are worst-case scenario.

City Engineer Duncan reviewed the schedule and noted if the Council accepts the report and calls for the preliminary improvement public hearing the hearing would be held on October 18. Duncan explained a public hearing notice would be printed in the legal newspaper and a letter is mailed to the affected property owners. Duncan noted before the public hearing the same report will be shared and after public hearing comments are heard the City Council has the opportunity to advance the project, table the project or halt the project. If the project moves forward the City Council would consider awarding the project in April of 2022.

Mayor Meyer explained the assessment numbers are worst-case scenario and to follow before known funding is confirmed is difficult. Meyer explained if other funding sources don't come forward a totally different conversation will be taking place. Meyer explained Council will be taking a deeper dive into amenities as the process moved forward.

Councilmember Chard inquired on the angled parking not meeting State Statute. City Engineer Duncan explained angled parking is not allowed without a 20-foot buffer before moving into the lane of traffic as per state highway regulations. Duncan explained currently the City does not have that and noted if the project moves forward a variance would be needed for the angled parking on CSAH 3. City Attorney Vose explained the City is not currently out of compliance however once reconstruction of the road occurs a variance will be required.

City Engineer Duncan clarified on Mayor Meyers comment on funding noting this evening's approval do not order the project. Duncan noted the only commitment the City has to construction is once the project contract is awarded which is several months away. Mayor Meyer thanked Duncan and noted once all the pieces are put together and bids are received is the last review of the project. Meyer explained communication is imperative as without additional funding the full project is difficult to move forward.

Councilmember Coop inquired if funding is not received what can be done about fixing the sewer. Mayor Meyer explained a review of the project and what would need to be scaled back would then be in order. City Administrator Meyer explained staff will be looking at all avenues if funding doesn't come together. Mayor Meyer explained the Council represents the whole of the town and would need to make difficult decisions for the greater good of the community.

Councilmember Chard explained the project could be halted three to four more times before a final decision is made. Chard explained if the sewer was addressed 20 years ago Council would not be looking at this as a project now.

MOTION by Councilmember Coop, Second by Councilmember LeMieux, to approve Resolution 21-112 Accepting Report and Calling for Public Hearing on the 2022 Improvement Project. ALL VOTED AYE. MOTION CARRIED.

7.4. Resolution 21-117 Approving a Site Plan for Xcel Energy Service Center 840 Energy Drive.

Community Development Director Smith Strack reviewed a brief slideshow regarding the site plan for Xcel Energy. Smith Strack explained the 12,700 square foot service center building will be located on a 6.7 acre lot with 4-6 full-time field crew and 2-4 traveling personnel and no customer traffic. Smith Strack explained the plan shows a 19-stall parking lot with sidewalk, green space, employee patio, trash enclosure and emergency generator. Smith Strack reviewed the access points, snow storage, design standards and performance standards. Smith Strack explained landscaping includes landscaping, fencing and screening including no mow turf. Smith Strack reviewed the architectural design and lighting and noted the Planning Commission reviewed and recommends conditional approval of the plan.

Community Development Director Smith Strack acknowledged the effort put in by the applicants into the design and responsiveness to staff. Smith Strack noted this project will be a great addition to the City.

Mayor Meyer thanked Xcel Energy for their investment into the community.

MOTION by Councilmember Krings, Second by Councilmember Coop, to approve Resolution 21-117 Approving a Site Plan for Xcel Energy Service Center 840 Energy Drive. ALL VOTED AYE. MOTION CARRIED.

7.5. Discussion: Property Located at 201 Commerce Drive East.

City Administrator Meyer reviewed the proposal brought forward from Flagstaff bank regarding the option to purchase property at 201 Commerce Drive East. Meyer noted the property is adjacent to current City park property.

After discussion it was the consensus of the council to direct City Administrator Meyer to continue with negotiations. Finance Ways and Means will review the final negotiated price before coming back to City Council for final approval.

8. ADMINISTRATION.

8.1. Upcoming Tentative Meetings.

1. Music, Food and Fun Finale, Friday, October 1, 4:30 – 8:00 PM.
2. Design, Monday, October 4, 5:15 PM
3. City Council, Monday, October 4, 6:30 PM
4. Work Session, Monday, October 4, 6:45 PM
5. EDA, Monday, October 11, 5:00 PM.
6. Planning and Zoning, Monday, October 11, 6:30 PM
7. Public Safety, Tuesday, October 12, 7:30 AM.
8. Public Works Committee, Thursday, October 14, 9:00 AM.

Mayor Meyer reminded the council of the upcoming tentative meetings as listed.

9. ADJOURN.

MOTION by Councilmember Krings, second by Councilmember LeMieux, to adjourn the Regular Session 8:03 PM. ALL VOTED AYE. MOTION CARRIED.

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APPROVED

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Respectfully submitted,

Renee Eyrich
Recording Secretary