

**BELLE PLAINE CITY COUNCIL
REGULAR SESSION
OCTOBER 2, 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, October 2, 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 18, 2017.

4.2. Work Session Minutes of September 18, 2017.

4.3. Resolution 17-111 Appointing Maria Ricke to the Belle Plaine Design Committee.

4.4. Resolution 17-112 Appointing Renee Eyrich as Administrative Assistant.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve the consent agenda as follows: 4.1. Regular Session Minutes of September 18, 2017, 4.2. Work Session Minutes of September 18, 2017, 4.3. Resolution 17-111 Appointing Maria Ricke to the Belle Plaine Design Committee, and 4.4. Resolution 17-112 Appointing Renee Eyrich as Administrative Assistant. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Public Works Department.

Public Works Superintendent Al Fahey was present. The Council acknowledged receipt of the Public Works Department report.

5.2. City Engineer Report.

City Engineer Joe Duncan was present. The Council acknowledged receipt of the City Engineer report.

5.3. Administration Report.

Interim City Administrator Dawn Meyer was present. The Council acknowledged receipt of the Administration report.

6. PUBLIC HEARINGS – NONE SCHEDULED.

7. BUSINESS.

7.1. Presentation of Claims.

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

7.2. Annual Renewal Liability Insurance – Jeff McDonald, Canopy Group.

Interim City Administrator Meyer explained the City's insurance coverage from the League of Minnesota Cities Insurance Trust must be renewed annually. The proposed resolution establishes the per occurrence liability limit as well as the open meeting law coverage for the entire Council. Staff recommends that the per incident deductible remain set at \$2,500.

Jeff McDonald, Canopy Group, provided a brief overview of the coverage and rates. Overall, the total estimated premium would be reduced by approximately four percent.

1. Resolution 17-113 Establishing a \$1,500,000 Per Occurrence Limit on Liability Insurance Coverage and Electing Group and Individual Open Meeting Law Insurance Coverage.

MOTION by Councilmember Coop, second by Councilmember McDaniel, to approve Resolution 17-113 Establishing a \$1,500,000 Per Occurrence Limit on Liability Insurance Coverage and Electing Group and Individual Open Meeting Law Insurance Coverage. ALL VOTED AYE. MOTION CARRIED.

7.3. Ordinance 17-12 An Interim Ordinance Prohibiting Issuance of Conditional Use Permits, Non-Conformance Expansion Permits, Variances, or Building Permits for Detached Garages or Accessory Structures Greater Than 900 Square Feet in Area.

Community Development Director Smith Strack explained that over the past year, the Planning Commission has reviewed several conditional use permits to allow detached garages and accessory structures exceeding 900 square feet on single family lots. At a work session the Planning Commission and Council held discussion pertaining to the maximum size and number of detached accessory structures, including garages. In particular, capping the total square footage of detached accessory structures/garages at 900 sq ft per residential property. Several Commissioners are concerned large accessory structures may negatively impact the integrity of residential neighborhoods due to bulk, appearance, and potential to house home occupations such as repair, welding, and production facilities. Other opinions expressed favor property investment and maximizing use of properties. The Council is to consider Ordinance 17-12 an interim ordinance placing a moratorium on new accessory structures over 900 sq. ft. to allow time to study the issue. At this time no pending conditional use permit, variance, or non-conformance expansion permits exist.

MOTION by Councilmember Coop, second by Councilmember Chard, to adopt Ordinance 17-12 An Interim Ordinance Prohibiting Issuance of Conditional Use Permits, Non-Conformance Expansion Permits, Variances, or Building Permits for Detached Garages or Accessory Structures Greater Than 900 Square Feet in Area. ALL VOTED AYE. MOTION CARRIED.

7.3.1. Resolution 17-115 Authorizing Summary Publication of Ordinance 17-12.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Resolution 17-115 Authorizing Summary Publication of Ordinance 17-12. ALL VOTED AYE. MOTION CARRIED.

7.4. Scheduling of SCALE Visit for Monday, October 23, 2017.

It was the consensus to proceed with scheduling the annual SCALE visit for 6:30 p.m. on Monday, October 23, 2017.

8. ADMINISTRATION.

Upcoming Meetings.

- 1. Finance Ways & Means, 11:00 am, Tuesday, October 3.**
- 2. Community Services Advisory Board, 6:00 pm, Tuesday, October 3.**
- 3. EDA, 5:00 pm, Monday, October 9.**
- 4. Planning Commission, 6:30 pm, Monday, October 9.**
- 5. Public Safety, TBD.**
- 6. Public Works, 9:00 am, Thursday, October 12.**
- 7. Park Board, 5:00 pm, Monday, October 16.**
- 8. City Council, 6:30 pm, Monday, October 16.**
- 9. Budget Workshop, 7:00 pm, Monday, October 16.**

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 6:44 p.m.
ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary