BELLE PLAINE CITY COUNCIL
REGULAR SESSION
OCTOBER 16, 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 16, 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, and Cary Coop present. Council Member Theresa McDaniel was not 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, City Attorney Bob Vose, Fire Chief Matt Stier, Ambulance Coordinator Doug Sweeney and Community Services Director Mindy Chevalier. Wanda Savage served as the video recording operator.

3. APPROVAL OF AGENDA.

Councilmember Chard requested "Resolution 17-114 Approving Schedule I-II Lump Sum Pension Plans for the Belle Plaine Relief Association" and "Resolution 17-119 Authorize Amendment to International Union of Operating Engineers, Local No 49" be moved to the Business portion of the meeting.

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

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of October 2, 2017.
4.2. Work Session Minutes of October 2, 2017.
4.3. Resolution 17-120 Approve Southwest Metro Drug Task Force Joint Powers Agreement.
4.4. Resolution 17-121 Approving ROSE Façade Loan Request by Joe Huber, 301 Meridian Street South.
4.5. Resolution 17-123 Call for Bond Sale for 2017 Street Improvement Project.
4.6. Resolution 17-118 Approving Contract with Ridgeview Medical and Authorizing Mayor and City Administrator to Execute Agreement Regarding Ambulance Service.
4.7. Authorize the Purchase of Sonetics Portable Wireless Communication System for the Public Works Department.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve the consent agenda as follows: 4.1. Regular Session Minutes of October 2, 2017, 4.2. Work Session Minutes of October 2, 2017., 4.3. Resolution 17-120 Approve Southwest Metro Drug Task Force Joint Powers Agreement, 4.4. Resolution 17-121 Approving ROSE Façade Loan Request by Joe Huber, 4.5. Resolution 17-123 Call for Bond Sale for 2017 Street Improvement Project, 4.6. Resolution 17-118 Approving Contract with Ridgeview Medical and Authorizing Mayor and City Administrator to Execute Agreement Regarding Ambulance Service, and 4.7. Authorize the Purchase of Sonetics Portable Wireless Communication System for the Public Works Department. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Ambulance Coordinator Doug Sweeney was present. The Council acknowledged receipt of the Ambulance Department report.

5.2. Fire Department.

Chief Matt Stier was present. Chief Stier highlighted the MCI training with Jordan Fire. Councilmember Coop questioned if all traffic laws were being obeyed by firefighters on their way to fire calls. Chief Matt Stier acknowledged that all fire fighters have a valid driver's license and should be following state driving laws. 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 report.

5.4. Police Department.

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

5.5. Community Development Department.

Community Development Director Smith Strack was present. The council acknowledged receipt of the Community Development Department.

5.6. VISITOR'S REQUEST.

1. Jon Hallgren, 109 Robert Circle – Special Assessment for Proposed 2018 Street Improvement Project.

Jon Hallgren requested a review of assessment for the proposed 2018 street project. Hallgren stated his assessment is 52% higher than a neighbor's proposed assessment. City Engineer Joe Duncan stated according to Assessment Policy variations in lot size and corner lots will be assessed differently. Staff and Council will review Hallgrens assessment and the assessment policy as a whole as project proceeds.

6.0. PUBLIC HEARING.

6.1. City and EDA Joint Hearing for Business Subsidy Criteria. The City Council and EDA will consider public comment on proposed modifications to the business subsidy policy. The policy sets forth specific criteria the City uses when evaluating requests for business subsidies.

1. **EDA Resolution 17-004: A Resolution Recommending the City Council Adopt a Policy and Criteria for Granting Business Subsidies.**
2. **City Council Resolution 17-122: A Resolution Adopting a Policy and Criteria for Granting Business Subsidies.**

Community Development Director Smith Strack explained the EDA/Council have scheduled a joint public hearing regarding an updated business subsidy policy. A business subsidy policy is required under Minnesota Statutes if cities provide financial assistance to businesses. The policy was last updated in 2004 and is currently inconsistent with statutes relative to processing and exemptions. The EDA initiated an update in June. The Board review existing policies from other Scott County cities for comparison purposes. The EDA then established parameters for the revision.

An EDA meeting was called to order at 6:49 p.m. by President Rick Krant with Commissioners Lisa Fahey, Dick Coleman, Chris Meyer and Cary Coop present. EDA Commissioners Crystal Doyle and Nathan Shutes were not in attendance.

Mayor Meyer opened the joint public hearing at 6:52 p.m. and asked for public comment. There was no response.

MOTION by Commissioner Fahey, second by Commissioner Coleman, to approve EDA Resolution 17-004, **A Resolution Recommending the City Council Adopt a Policy and Criteria for Granting Business Subsidies**. ALL VOTED AYE. MOTION CARRIED.

President Krant then called for a motion to adjourn the EDA portion of the meeting.

MOTION by Commissioner Coleman, second by Commissioner Fahey, to adjourn the EDA portion of the meeting at 6:54 p.m. ALL VOTED AYE. MOTION CARRIED.

MOTION by Councilmember Coop, second by Mayor Meyer, to approve **Resolution 17-122: A Resolution Adopting a Policy and Criteria for Granting Business Subsidies. ALL VOTED AYE. MOTION CARRIED.**

7. BUSINESS.
7.1. Presentation of Claims.

1. **Pay Request No. 1 and Final for $25,992.50 by OMG Midwest, Inc. dba Chard Tiling for Concrete Work for Downtown Uplighting Project.**

MOTION by Councilmember Coop, second by Councilmember Stier, to approve the Presentation of Claims and **Pay Request No. 1 and Final for $25,992.50 by OMG Midwest, Inc. dba Chard Tiling for Concrete Work for Downtown Uplighting Project. ALL VOTED AYE. MOTION CARRIED.**

7.2. Fire Department.

1. Resolution 17-116 Authorize Purchase of Self-Contained Breathing Apparatus (SCBA) Equipment for Fire Department.

Fire Chief Stier explained the current Fire Department Self-Contained Breathing Apparatus (SCBA) system has been failing and does not meet current safety standards. During a League of MN Cities inspection and review, it was noted that several air tanks are out dated and the system is at risk. While researching replacement of current air tanks to become compliant, it came to the department's attention that current equipment is being phased out. Replacement parts, air tanks, and packs will not be available in the near future. New air tanks and masks are not compatible with our current system; therefore, it requires a full replacement of the system.

The SCBA committee began researching options for a replacement system and received three quotes for replacement of masks, air tanks, air packs, cascade filling system and the compressor. The quotes include 45-minute air tanks, a back-up air tank for each air pack and ten additional air tanks for on-site reserves. The on-site reserve tanks will take the place of a filling station that is currently on the rescue van. The refurbishing of the rescue van will no longer include repairs and updates to the fill station, it will instead include updates to house the additional tanks.

The Fire Department recommends the award of the quote to Emergency Response Solutions, based on enhanced equipment which provides voice amplification, and a single lithium-ion battery for operation. The bid includes all required FIT testing, delivery and installation (except any necessary electrical work). As part of their quote, Emergency Response Solutions included eleven (11) demo air tanks at a saving of $205.00 per tank, and ten (10) demo air packs at a savings of $804.00 per pack. These air tanks also fit our current bracket systems in the trucks for transport, no adaption is necessary.

The Fire Department budgets long-term for capital purchases and there are funds available in the Fire Department capital account. The replacement of the SCBA system was not included in the capital plan and will require some delay in other capital purchases and projects.

Councilmember Chard commented that planned capital improvements will need to be delayed due to this purchase. Fire Chief Stier concurred.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve Resolution 17-116 Authorize Purchase of Self-Contained Breathing Apparatus (SCBA) Equipment for Fire Department. ALL VOTED AYE. MOTION CARRIED.

2. Resolution 17-117 Authorizing Sealed Bid Sale of 1935 Luverne Parade Fire Truck and utilizing proceeds from sale to refurbish 1947 Ford Pumper to a Parade Fire Truck.

Fire Chief Stier explained the 1935 Luverne truck was purchased over 30 years ago by the Fire Department to refurbish as a parade truck. The Belle Plaine Fire Relief Association financed the purchase and refurbishing of that truck although it never served as a Belle Plaine fire vehicle, only as a parade vehicle. The City of Belle Plaine owns a 1947 Ford Pumper truck. This vehicle is the last original fire truck that served the Belle Plaine Fire Department and the Belle Plaine Fire District. The Fire Department requests that the 1935 Luverne truck be sold through a sealed bid process, with the City retaining the right to reject all bids. The proceeds from the sale would be used towards refurbishing the 1947 Ford Pumper truck to serve as a parade truck. This would allow for the preservation and display of Belle Plaine Fire Department history. It is the intent of the Belle Plaine Fire Relief Association to also donate funds towards the refurbishing of this vehicle. After the sale of the 1935 Luverne truck, quotes will be sought for the refurbishing of the Ford truck, and will be brought back to City Council for approval. At the time of the approval, financing for the project will be laid out.

Councilmember Stier asked about the estimated cost to refurbish the 1947 Pumper. Fire Chief Stier estimated it to be approximately $20,000.

Chief Stier explained that money has been set aside for project with the addition of the money from sale. It is the goal to have the truck available for 125th anniversary celebration of the Belle Plaine Fire Department in 2019.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Resolution 17-117 Authorizing Sealed Bid Sale of 1935 Luverne Parade Fire Truck and utilizing proceeds from sale to refurbish 1947 Ford Pumper to a Parade Fire Truck. ALL VOTED AYE. MOTION CARRIED. **7.3. Resolution 17-114 Approving Schedule I-II Lump Sum Pension Plans for the Belle Plaine Relief Association.**

Interim City Administrator Meyer explained that annually the City Council must approve Schedules I and II for the Fire Relief Association. The Schedules set the **Annual Benefit Amount** as well as the required **Municipal Contribution**. The Fire Relief Association has requested an increase to the Annual Benefit amount. The benefit will increase from $2,500.00 to $2,700.00. The $2,700 annual benefit amount will set the required Municipal Contribution for 2018 at $10,505.00. The Fire Relief and Finance Ways and Means discussed the proposed increase and recommends approval, based on investment performance and maintaining the required municipal contribution under a $15,000 threshold. Additionally, discussed and agreed that a $100 benefit increase for 2018 is anticipated as long as the required municipal contribution remains at or below the $15,000 threshold. An annual review of information allows for any adjustments to maintain the required Municipal Contribution at the approved threshold.

MOTION by Mayor Meyer, second by Councilmember Coop , to approve Resolution 17-114 Approving Schedule I-II Lump Sum Pension Plans for the Belle Plaine Relief Association. ALL VOTED AYE. MOTION CARRIED.

7.4. Resolution 17-119 Authorize Amendment to International Union of Operating Engineers, Local No. 49.

Councilmember Chard wanted clarification on the request.

Interim City Administrator Meyer explained that as part of the negotiations for the 2016-2018 union contract, the City agreed to provide a copy of the compensation market study that was being completed. The market study stated that the Assistant Public Works Superintendent position was 11.61 percent below market. Most other positions show between 6.4 and 1.2 percent below market, with one position over market. The City Council chose not to implement a new wage scale as proposed in the market study. A 1.5

percent wage scale adjustment was approved effective January 1, 2017. This adjustment brought most positions closer to the market rate.

The International Union of Operating Engineers, Local No. 49 have requested that the City approve an additional 6 percent scale adjustment for the Assistant Public Works Superintendent position. The adjustment will bring that position closer to the market rate, in line with all other positions. The 6 percent scale adjustment would be effective January 1, 2018. The Finance Ways and Means committee met and after review and discussion, recommends approval of the request.

Mayor Meyer asked about ramifications if the amendment request was denied. Interim City Administrator Dawn Meyer explained it would cause the City to be out of compliance and further negotiations would be necessary.

MOTION by Councilmember Coop, second by Councilmember Meyer, to approve Resolution 17-119 Authorize Amendment to International Union of Operating Engineers, Local No. 49. Councilmembers Coop, Meyer, and Stier VOTED AYE. Councilmember Chard VOTED NAY. MOTION CARRIED.

8. ADMINISTRATION.

8.1. Upcoming Meetings.
1. SCALE Presentation, 6:30 pm, Monday, October 23.
2. Design Committee, 5:15 pm, Monday, November 6.
3. City Council, 6:30 pm, Monday, November 6.
4. Work Session, 7:00 pm, Monday, November 6.
5. Public Works Committee, 9:00 am, Thursday, November 9.
6. Offices Closed, Observance of Veterans Day, Friday, November 10.

The Council was reminded of the upcoming meetings as listed.

9. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Stier, to adjourn the meeting at 7:14PM ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary