

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
NOVEMBER 4, 2019**

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, November 4, 2019 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 Ben Stier, Cary Coop and Paul Chard Present. Councilmember Renee LeMieux was not present.

Also present were City Administrator Meyer, Finance Director Jirik, Community Development Director Smith Strack, Public Works Superintendent Fahey, City Engineer Duncan, City Attorney Vose, and Police Chief Stolee. Wanda Savage served as 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 October 21, 2019.
- 4.2. Work Session Minutes of October 21, 2019.
- 4.3. Resolution 19-133 Appointing Todd Otto as Full-Time Assistant Public Works Superintendent.
- 4.4. Resolution 19-138 Resolution Supporting Submittal of a Preliminary Proposal to the Small Cities Development Program and Authorizing Submittal Thereof.
- 4.5. Call for Public Hearing on the Proposed Fee Changes for the City's 2020 Fee Schedule.
- 4.6. Resolution 19-135 Approving Designation of Polling Locations for the 2020 Election.
- 4.7. Resolution 19-137 Authorizing Refurbishment of the Belle Plaine Sign Located Near TH 169 and West Commerce Drive with Think Digital Signs

MOTION by Councilmember Coop, second by Councilmember Chard, to approve the consent agenda items as follows: 4.1. Regular Session Minutes of October 21, 2019; 4.2. Work Session Minutes of October 21, 2019; 4.3. Resolution 19-133 Appointing Todd Otto as Full-Time Assistant Public Works Superintendent; 4.4. Resolution 19-138 Resolution Supporting Submittal of a Preliminary Proposal to the Small Cities Development Program and Authorizing Submittal Thereof; 4.5. Call for Public Hearing on the Proposed Fee Changes for the City's 2020 Fee Schedule; 4.6. Resolution 19-135 Approving Designation of Polling Locations for the 2020 Election and 4.7. Resolution 19-137 Authorizing Refurbishment of the Belle Plaine Sign Located Near TH 169 and West Commerce Drive with Think Digital Signs. ALL VOTED AYE. MOTION CARRIED.

Councilmember Chard expressed appreciation to Otto for his commitment to the department. Mayor Meyer congratulated Otto.

5. DEPARTMENT REPORTS.

5.1. Public Works Report.

Public Work Superintendent Fahey was present. Fahey explained the last acid wash on the Well Three screen will be this week. Fahey hopes to have the well up and running within a couple of weeks. The Council acknowledged the Public Works report.

5.2. City Engineer Report.

City Engineer Duncan was present. Duncan explained crews are bringing in top soil for the NSI project. Duncan noted televising issues which are being addressed.

Mayor Meyer inquired on comments regarding grass for the 2019 Street Project. Engineer Duncan explained late seeding occurred however, the City contract will be followed and enforced which requires grass be planted and that it grows. Duncan noted the full contract has not been paid and the City has some retainers what can be withheld if the contract is not followed. Councilmember Chard inquired who watch's Michaels who are currently digging up large portions of concrete and tar. Public Works Superintendent Fahey explained Michaels pulled a permit and it is monitored by himself. Fahey noted the permit is bonded and the company has one frost cycle to restore before the City takes action. Councilmember Stier inquired on the curb cut out on Prairie and Buffalo and how long before replacement. Duncan explained he is aware of the area which was dug out by Centerpoint. Duncan noted the removal was not part of the street project. Duncan expects restoration next spring.

5.3. Administration Report.

City Administrator Meyer was present. Mayor Meyer highlighted Administrator Meyer's report noting the trick or treating estimate of 800+. Meyer also acknowledged staff who 100% donated and set up the harvest display in the Downtown Plaza.

6. PUBLIC HEARING. NONE SCHEDULED.

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. Resolution 19-136 Accepting Preliminary Engineering Report and Calling for Public Hearing for the Extension of Hickory Boulevard and Prosper Street Improvement Project.

City Engineer Duncan provided a brief slideshow explaining the proposed 429 improvement project for Jane Properties Subdivision located on 169 and TH 25. Duncan showed an areal view of the Sanitary Sewer extension and explained the City contracted services independent of this project. Duncan noted without sanitary sewer extension Jane Properties Subdivision would not have been able to move forward. Duncan explained the sanitary sewer extension was at a cost of \$740,000.00 for the City. Duncan explained the installation of curb, gutter, walk trail and ADA compliant ramps are set to the city's standard. Duncan noted the design has been approved however, staff is working with Scott County who has some suggested changes. Duncan cited the estimated cost of improvements at \$861,250.00 based on recent costs and explained the cost will be 100% assessed to the property owner. Duncan noted a breakdown of how the costs can be assessed to the individual properties citing the property owner may want a different arrangement for assessment. Duncan reviewed the proposed schedule for public hearing, bid and awarding of the bid and suggested adding the project as an alternate to the 2020 Street Project.

Mayor Meyer cited the importance of the community knowing the improvement project for Jane Properties would not be necessary without the request from the property owner for the extension. Meyer noted the City's commitment and to the project. Meyer also noted the City has no influence on the business opportunities private developers bring forward, explaining the City's only responsible for making sure the project is following City codes and regulations. City Engineer Duncan explained the cost is only an estimate based on similar projects and supplies and the actual cost of the project could come in lower or higher.

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

8. ADMINISTRATION.

8.1. Upcoming Meetings.

1. City Offices Closed in Observance of Veteran's Day, November 11.
2. Public Safety, 4:00 PM, Tuesday, November 12.
3. ~~EDA, 5:00 PM, Tuesday, November 12. Cancelled.~~

4. Planning, 6:30 PM, Tuesday, November 12.
5. Public Works Committee, 9:00 AM, Thursday, November 14.
6. Park Board, 5:00 PM, Monday, November 18.
7. City Council, 6:30 PM, Monday, November 18.
8. Work Session, 6:45 PM, Monday, November 18.
9. Truth in Taxation, 6:15 PM, Monday, December 2.

Mayor Meyer reminded the Council of the upcoming meetings as listed.

9. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Stier, to adjourn at 6:59 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary