

**BELLE PLAINE CITY COUNCIL
REGULAR SESSION AND CLOSED PERSONNEL MEETING
NOVEMBER 6, 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 and Closed Personnel Meeting on Monday, November 6, 2017 at 6:30 PM 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 Chard, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

4.1. Regular Session Minutes of October 16, 2017.

4.2. Work Session Minutes of October 16, 2017.

4.3. Work Session/ SCALE Minutes of October 23, 2017.

4.4. Call for Public Hearing for Amending Fees for 2018.

4.5. Approve large Assembly permit for Belle Plaine Historical Society for Holiday Tradition event on December 7, 2017.

4.6. Authorize Staff to advertise to seek candidates for vacancies on Boards and Commissions.

4.7. Resolution 17-124 Approving ROSE Façade Loan for Elsie's Klothes Patch, 102 Meridian Street South.

4.8. Accept Resignation of Planning Commission Alternate Member Nathaniel Hvidsten.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve the consent agenda as follows: 4.1. Regular Session Minutes of October 16, 2017, 4.2. Work Session Minutes of October 16, 2017, 4.3. Work Session/ SCALE Minutes of October 23, 2017, 4.4. Call for Public Hearing for Amending Fees for 2018, 4.5. Approve large Assembly permit for Belle Plaine Historical Society for Holiday Tradition event on December 7, 2017, 4.6. Authorize Staff to advertise to seek candidates for vacancies on Boards and Commissions, 4.7. Resolution 17-124 Approving ROSE Façade Loan for Elsie's Klothes Patch, 102 Meridian Street South, 4.8. Accept Resignation of Planning Commission Alternate Member Nathaniel Hvidsten. 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.

5.4. VISITORS REQUEST.

1. Citizen Request to Address the Council.

Citizens Josh and Cody Schultz inquired about the City's Code Enforcement Policy and process.

Community Development Director Smith Strack provided an outline of the process according to the City's current Code Enforcement Policy.

It was the consensus of the Council to review the Code Enforcement policy at an upcoming workshop.

6. PUBLIC HEARINGS – 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 17-125 Authorize 2018 Scott County CDA EDI Grant Application.

Community Development Director Smith Strack presented Resolution 17-125 the 2018 Scott County CDA EDI Grant Application. Community Development Director Smith Strack explained that Scott County CDA has \$340,000 available for the grant 2018 cycle. Completed applications are due by November 13, 2017 and require submittal authorization by Council resolution. Staff have identified two potential grant projects which build on previous efforts. The first is "Belle Plaine Creates" which is a proposed creative placemaking and community engagement effort centered in the Central Business District. Grant request is \$10,000 total with a 1:1 local match. The preliminary 2017 EDA budget includes an adequate consulting budget to cover the local match. Staff estimates over \$1,100 in in-kind services are pledged by collaborative partners. Second request would be the creation of a Downtown Development Guide. The Guide will provide a vision for future growth and redevelopment of the downtown core and the fringe usage around the core. Grant request is \$39,538 total with a 1:1 local match. Funds to cover the local match would need to be identified.

Councilmember Chard suggested putting a hold on further projects until downtown projects are done. He commented about the amount of matched money and how that money could be better spent in his opinion. Councilmember Stier requested clarification on the match portion for the City. Interim City Administrator Dawn Meyer explained that if approved for the grant the City still has the option to turn down the approved grant funds. Mayor Meyer expressed concern about possible future grant approvals and if turning down a grant will affect future requests. Mayor Meyer expressed the positive momentum currently going on downtown.

The Council took no action taken on Resolution 17-125 Authorize 2018 Scott County CDA EDI Grant Application.

7.3. RECESS REGULAR SESSION.

Mayor Meyer recessed Regular Session at 6:59PM and announced a closed Personnel Session, pursuant to Minnesota Statutes, Section 13D.05, Subdivision 3 (a), the purpose of the Closed Personnel Session is to evaluate the performance of Public Works I Employee.

7.4. CONDUCT CLOSED PERSONNEL SESSION.

Mayor Meyer convened the Closed Personnel Committee meeting at 6:59 p.m. with Councilmembers Theresa McDaniel, Cary Coop, Paul Chard and Ben Stier. Also present were Interim City Administrator Dawn Meyer, Public Works Superintendent Al Fahey, City Attorney Bob Vose and Public Works Employee I Nathan Bigaouette.

The Mayor, Council, Interim City Administrator Meyer and Public Works Superintendent Fahey discussed the performance of Public Works Employee I Bigaouette. The Council recommended extending the probation period of Public Works Employee I Bigaouette.

7.5. ADJOURN CLOSED PERSONNEL SESSION.

MOTION by Councilmember Coop, second by Councilmember Chard, to adjourn the Closed Personnel Session at 7:16 PM. ALL VOTED AYE. MOTION CARRIED.

7.6. RECONVENE REGULAR SESSION.

Mayor Meyer reconvened Regular Session at 7:16 p.m. with Councilmembers Theresa McDaniel, Cary Coop, Paul Chard, Ben Stier, Interim City Administrator Dawn Meyer, Public Works Superintendent Al Fahey, City Attorney Bob Vose and Public Works Employee I Nathan Bigaouette present.

Mayor Meyer reported a summary of findings from the closed Personnel meeting stating the following. The City Council has evaluated the performance of Public Works I Employee during a closed meeting this evening pursuant to Minnesota Statutes, Section 13 D.05, Subd. 3 (a). The City Council has determined it is satisfied with the overall performance of Employee in his position as Public Works I as long as he is capable of meeting the essential requirement of the position of possessing a commercial driver's license. The City Council is willing to extend the probationary status for Nathan Bigaouette subject to certain terms and conditions.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve Resolution 17-126 Extending the Probationary Period of Public Works Employee Nathan Bigaouette. ALL VOTED AYE. MOTION CARRIED.

8. ADMINISTRATION.

8.1. Upcoming Meetings.

- 1. Public Works Committee, 9:00 am, Thursday, November 9.**
- 2. Offices Closed, Observance of Veterans Day, Friday, November 10.**
- 3. EDA, 5PM, Monday, November 13.**
- 4. Planning, 6:30 PM, Monday, November 13.**
- 5. Public Safety, 4:30PM, Tuesday, November 14.**
- 6. Fire Department Interviews, 6:30 PM, Tuesday, November 14.**
- 7. EDA Meet with Downtown Businesses, 5:30 PM, Wednesday, November 15**
- 8. Park Board, 5:00 PM, Monday, November 20.**
- 9. City Council, 6:30 PM, Monday, November 20.**

The Council was reminded of the upcoming meetings as listed.

9. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Chard, to adjourn the Regular Session at 7:21PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary