

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
NOVEMBER 7, 2022**

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 7, 2022 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 Paul Chard, Cary Coop, Renee LeMieux and Patricia Krings present.

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

3. APPROVAL OF AGENDA.

Mayor Meyer added 4.11. Accept Letter of Retirement from Andrew Mesingbring, Firefighter, Effective November 2, 2022, and 4.12. Resolution 22-129 Modifying Authorized Signatures for all City Official Depositories.

MOTION by Councilmember LeMieux, second by Councilmember Coop, to approve the agenda with the additions of 4.11. and 4.12. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

- 4.1. Regular Session Minutes of October 17, 2022.
- 4.2. Work Session Minutes of October 17, 2022.
- 4.3. Closed Session Minutes of October 17, 2022.
- 4.4. Call for the Public Hearing on the Proposed Fee Changes for the City's 2023 Fee Schedule.
- 4.5. Accept Resignation of Nick Bosquez effective October 21, 2022.
- 4.6. Resolution 22-125 Approve Agreement and Authorizing Mayor and City Administrator to Execute the Joint Powers Agreement with Scott County for Assessment Services.
- 4.7. Ordinance 22-09
 - 4.7.1. Approve Ordinance 22-09 An Ordinance Amending Chapter 3 of the City Code Adding Section 318 Pertaining to the Sale and Use of Tetrahydrocannabinol Products.
 - 4.7.2. Resolution 22-126 A Resolution Authorizing Summary Publication of Ordinance 22-09, Amending Chapter 3 of the City Code Adding Section 318 Pertaining to the Sale and Use of Tetrahydrocannabinol Products.
- 4.8. Resolution 22-127 Authorizing Transfer of \$50,000 from the Park Fund (205) to the General Fund (101) for Fountain Park Project Redevelopment.
- 4.9. Resolution 22-128 Approving Updated Job Descriptions.
- 4.10. Approve Large Assembly Permit for The Feast by the Feast Community Group at Oak Crest Elementary on November 20, 2022.
- 4.11. Accept Letter of Retirement from Andrew Mesingbring, Firefighter, Effective November 2, 2022.
- 4.12. Resolution 22-129 Modifying Authorized Signatures for all City Official Depositories.

Councilmember Chard inquired how many Firefighters the City is down. City Administrator Meyer explained the Fire Department was down one, with the two additions is now down 3. Meyer explained the Fire Department changed process a while back and now accepts applications all year long. Meyer noted Chief Otto's intent is to start the review process of the applications.

MOTION by Councilmember Coop, second by Councilmember LeMieux, to approve the Consent Agenda as follows: 4.1. Regular Session Minutes of October 17, 2022; 4.2. Work Session Minutes of October 17, 2022; 4.3. Closed Session Minutes of October 17, 2022; 4.4. Call for the Public Hearing on the Proposed Fee Changes for the City's 2023 Fee Schedule; 4.5. Accept Resignation of Nick Bosquez effective October 21, 2022; 4.6. Resolution 22-125 Approve Agreement and Authorizing Mayor and City Administrator to Execute the Joint Powers Agreement with Scott County for Assessment Services; 4.7. Ordinance 22-09: 4.7.1. Approve Ordinance 22-09 An Ordinance Amending Chapter 3 of the City Code Adding Section 318 Pertaining to the Sale and Use of Tetrahydrocannabinol Products; 4.7.2. Resolution 22-126 A Resolution Authorizing Summary Publication of Ordinance 22-09, Amending Chapter 3 of the City Code Adding Section 318 Pertaining to the Sale and Use of Tetrahydrocannabinol Products; 4.8. Resolution 22-127 Authorizing Transfer of \$50,000 from the Park Fund (205) to the General Fund (101) for Fountain Park Project Redevelopment; 4.9. Resolution 22-128 Approving Updated Job Descriptions and 4.10. Approve Large Assembly Permit for The Feast by the Feast Community Group at Oak Crest Elementary on November 20, 2022; 4.11. Accept Letter of Retirement from Andrew Mesingbring, Firefighter, Effective November 2, 2022 and 4.12. Resolution 22-129 Modifying Authorized Signatures for all City Official Depositories. ALL VOTED AYE. MOTION CARRIED.

RECOGNITION

Homeland Security Emergency Manager Representative will present Chief Terry M. Stier with a Certificate of Director of Emergency Management.

Jon Dotterer, Regional Program Coordinator of Homeland Security and Emergency Management presented Chief Stier with the Director of Emergency Management Certificate on behalf of Jo Kelly, Director of Homeland Security and Emergency Management, Minnesota. Dotterer stated to received this certificate Chief Stier had to successfully complete 140 hours of online or in person training in Emergency Management and pass required testing.

5. DEPARTMENT REPORTS.

5.1. Public Works Report.

Public Works Superintendent Otto was present. Otto highlighted the Public Works report and noted the street sign standard shortage and explained staff are prioritizing replacements during the shortage. Otto explained there has been some vandalism at Fountain Park of the park equipment. Otto explained the Pot Ferries have decorated the City and Chamber pots for the season.

Mayor Meyer thanked the Police Department, Fire Department and City staff for helping make the Downtown Trick or Treating event a success.

5.2. City Engineer Report.

City Engineer Duncan was present. Duncan highlighted the City Engineer Report and noted advertising for the bids for the 2023 Downtown Project is in process.

5.3. Administration Report.

City Administrator Meyer was present. Meyer highlighted the Administration Report and noted Elections will take place tomorrow.

Chief Stier thanked the Council for their support during his yearlong goal to complete the Emergency Management certificate. Stier explained the certification is a benefit to the City.

6. PUBLIC HEARINGS. None Scheduled.

7. BUSINESS.

7.1. Presentation of Claims.

7.1.1. Pay Request No. 4, to BCM Construction Inc. for Chatfield Commercial Park Project.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve the reviewed claims as presented in the amount of \$ 625,139.17. ALL VOTED AYE. MOTION CARRIED.

8. ADMINISTRATION.

8.1. Upcoming Tentative Meetings.

1. Elections at City Hall, 7:00 AM – 8:00 PM, Tuesday, November 8.
2. Public Works, 9:00 AM, Thursday, November 10.
3. Public Safety, 4:00 PM, Thursday, November 10.
4. City Offices Closed in Observance of Veterans Day, Friday, November 11.
5. EDA, 5:00 PM, Monday, November 14.
6. Planning, 6:30 PM, Monday, November 14.
7. Canvas Meeting, 6:00 PM, Wednesday, November 16.
8. Work Session, 6:15 PM, Wednesday, November 16.
9. Parks Commission, 5:00 PM, Monday, November 21.
10. City Council, 6:30 PM, Monday, November 21.
11. Work Session, 6:45 PM, Monday, November 21.
12. Closed Personnel, 7:30 PM, Monday, November 21.

Council was advised of the tentative upcoming meetings as listed.

9. ADJOURN.

MOTION by Councilmember LeMieux, second by Councilmember Coop, to adjourn the regular Session at 6:44 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary