

**BELLE PLAINE CITY COUNCIL
REGULAR SESSION
DECEMBER 5, 2016**

1. PLEDGE OF ALLEGIANCE.

The Belle Plaine Boy Scouts led the Pledge of Allegiance.

2. CALL TO ORDER. 2.1. Roll Call.

The Belle Plaine City Council met in Regular Session on Monday, December 5, 2016 at 6:30 p.m. in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Vice Mayor Henry Pressley called the meeting to order with Councilmembers Gary Trost, Cary Coop and Paul Chard present. Mayor Pingalore was not present.

Also present were City Administrator Mike Votca, Finance Director Dawn Meyer, Public Works Superintendent Al Fahey, Community Development Director Cynthia Smith Strack, Police Chief Tom Stolee and City Engineer Joe Duncan. Wanda Savage served as the video recording operator. City Attorney Bob Vose was not present.

Mayor Elect Chris Meyer and Councilmember Elect Ben Stier were members of the audience.

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 November 21, 2016.**
- 4.2. Budget Workshop Minutes of November 21, 2016.**
- 4.3. Closed Personnel Meeting Minutes of November 21, 2016.**
- 4.4. Approve 3.2% Intoxicating Liquor License for Our Lady of the Prairie Catholic Church for Fund Raising Event on April 22, 2017.**
- 4.5. Authorize Purchase of 2017 Police Squad.**
- 4.6. Authorize Replacement of Front Mounted Snow Thrower with Skid Steer Blower.**
- 4.7. Resolution 16-147 Request for Limited Use Permit with State of Minnesota DOT for Entrance Monument in Right-of-Way TH25/Walnut Street.**
- 4.8. Resolution 16-148 Authorize Execution of MOU with Scott County Community Development Agency for 2017 Economic Development Incentive Grant Program.**

Councilmember Chard requested consent agenda item "Authorize Replacement of Front Mounted Snow Thrower with Skid Steer Blower" be moved to the business portion of the agenda.

MOTION by Councilmember Coop, second by Councilmember Chard, to move consent agenda item "Authorize Replacement of Front Mounted Snow Thrower with Skid Steer Blower" to the business portion of the agenda, and to approve the remaining consent agenda items as follows: 4.1. Regular Session Minutes of November 21, 2016, 4.2. Budget Workshop Minutes of November 21, 2016, 4.3. Closed Personnel Meeting Minutes of November 21, 2016, 4.4. Approve 3.2% Intoxicating Liquor License for Our Lady of the Prairie Catholic Church for Fund Raising Event on April 22, 2017, 4.5. Authorize Purchase of 2017 Police Squad, 4.6. Resolution 16-147 Request for Limited Use Permit with State of Minnesota DOT for Entrance Monument in Right-of-Way TH25/Walnut Street, and 4.7. Resolution 16-148 Authorize Execution of MOU with Scott County Community Development Agency for 2017 Economic Development Incentive Grant Program. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Community Services Department.

Community Services Director Mindy Chevalier was present. The Council acknowledged receipt of the Community Services Department report.

5.2. Public Works Department.

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

5.3. City Engineer Report.

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

5.4. Administration Report.

City Administrator Mike Votca was present. The Council acknowledged receipt of the Administration report.

6. PUBLIC FORUM.

6.1. RECOGNITION OF INVOLVED CITIZENS.

No one spoke during the public forum.

7. PUBLIC HEARING.

7.1. Ordinance 16-14, Fee Schedule. The City Council will accept public comment on proposed Ordinance 16-14, amending the City Code by amending the City's 2017 fee schedule.

Finance Director Meyer explained a public hearing has been scheduled and the City Council will accept public comment on proposed Ordinance 16-14, Amending Chapter 1, Section 108, by Amending the City's Fee Schedule. The water and sewer rates have been adjusted per the approved Utility Rate Study and other fees have been reviewed and updated to reflect necessary changes based on City expenses. The following is a summary of the proposed changes:

- Increase in the Public Works Department use of equipment and operator to reflect increases in wages. These fees are used for reimbursement from FEMA.
- Add an Over-the-Phone payment fee of \$5.00 effective March 1, 2017. This fee will offset the costs associated with staff time spent processing, phoned in payments.
- Increase in water and sewer utility fees per the updated rate study. For an average residential user, this will equate to an increase from 2016 of \$4.41 per month for sewer and \$1.85 for water for a total increase of \$6.26 per month assuming 4,000 gallons usage. There are also increases in the irrigation water rate.
- Increase to the storm water monthly fee to build reserves needed for future improvements.
- Change the permit fee value calculation percentage for commercial plumbing and mechanical permits. Permit fees for projects with values exceeding \$7,500 will be charged a flat one percent of contract value rate. The minimum fee will remain at \$75 for projects valued under \$7,500.

Vice Mayor Pressley opened the public hearing at 6:48 p.m. and asked for public comment. There was no response.

MOTION by Councilmember Chard, second by Councilmember Coop, to close the public hearing at 6:49 p.m. ALL VOTED AYE. MOTION CARRIED.

7.1.1. Adoption of Ordinance 16-14 Pertaining to Fees.

MOTION by Councilmember Coop, second by Councilmember Chard, to adopt Ordinance 16-14 Pertaining to Fees. ALL VOTED AYE. MOTION CARRIED.

7.1.2. Resolution 16-145 Authorizing Summary Publication of Ordinance 16-14.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Resolution 16-145 Authorizing Summary Publication of Ordinance 16-14. ALL VOTED AYE. MOTION CARRIED.

8. BUSINESS.

8.1. Presentation of Claims.

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

8.2. Resolution 16-146 Adopting the Final 2017 Budget and Levy.

Finance Director Meyer explained the City Council held a budget meeting in November to address the 2017 Final Budget and Levy. At that meeting fees, utility rates, and the additional \$20,000 levy cut towards wages were addressed. The City is required to adopt the Final Budget and Levy on or before December 28, 2016. The final levy has been reduced from the preliminary levy. A reduction of \$131,000 has been made to the debt levy, since outstanding assessments for 2016 have been paid by a property owner.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Resolution 16-146 Adopting the Final 2017 Budget and Levy. ALL VOTED AYE. MOTION CARRIED.

8.3. Proposed Trail Extension Along the West Side of Meridian Street from Enterprise Drive to Century Street.

City Administrator Votca explained that at the August 15, 2016 meeting, the City Council held the public hearing and called for final plans for the 2017 street improvement project. The total proposed cost of the project is estimated at \$1,223,700. The majority of improvements are assessed at 30%, except service lines which are 100% and oversizing which is not assessed. The total cost will be approximately 72% of City and 28% property owners. Sidewalks were included in the preliminary report as recommended by the Public Works Committee. At their September 19th meeting, the Park Board recommended the Public Works Committee review the issue of extending the trail from Enterprise Drive overpass south to Century Street on the west side of Meridian Street amongst other trails. The Public Works Committee reviewed the request at their September 20th meeting and recommended the City Engineer prepare preliminary costs for the Meridian Street South extension. At the Public Works Committee meeting on October 4th, the City Engineer presented costs estimates for the west side of Meridian Street from the Enterprise Drive overpass south to Century Street estimated at \$80,000 for the 2,600-foot section. There may be additional cost associated with property acquisition for one lot right-of-way. At the Park Board on October 17th, it was decided by the board to request approval of the trail extension by the City Council and add this project to the 2017 Street Project. The Park Board also requests that the trail be paid for by bond proceeds. The Meridian Street Trail would be added to the 2017 Street Project as an alternative bid option.

Councilmember Chard requested this item be tabled until January 2017 in order to allow the newly-elected Council Members to make a determination. He expressed concern for the potential cost of right-of-way acquisition. City Administrator Votca explained the final plans and specifications and authorization to advertise for bids for the 2017 street project are expected to be presented on January 17, 2017. City Engineer Duncan further explained that an alternate bid would provide for an exact cost. By that time, the full cost of the right-of-way acquisition would be known. Councilmember Pressley was in favor of the trail as an alternate bid in an effort to obtain the project cost. Councilmember Chard stated he was opposed to the installation of the trail due to its high cost.

MOTION by Councilmember Coop, second Pressley, to direct Staff to prepare an alternate bid for the Meridian Street trail extension from Enterprise Drive to Century Street. Councilmember Pressley VOTED AYE. Councilmembers Trost, Chard and Coop VOTED NAY. MOTION FAILED.

Due to his prevailing vote, Councilmember Coop stated that it is his intent to bring forward a motion at the next Regular Session of the City Council scheduled for December 19, 2016 to reconsider this action. Councilmember Chard requested the Public Works Committee review this issue again at their upcoming meeting on December 6, 2016.

8.4. Authorize Replacement of Front Mounted Snow Thrower with Skid Steer Blower.

Public Works Superintendent Fahey explained the Public Works Department will no longer use front cut mowers to blow snow due to the fact that it is required to purchase the cab with the machine which prevents the ability to move it from machine to machine. Therefore, the Public Works Department will be using the Bobcat to blow snow. The state bid price is \$5,582.00 for a Bobcat 84" snow blower.

Councilmember Chard commented the Bobcat may cause havoc with the boulevard adjacent to the trails and was opposed to purchasing the equipment. He recommended this issue be referred to the Public Works Committee for further discussion.

It was the consensus of the Council to direct this issue to the Public Work Committee for a recommendation.

9. ADMINISTRATION.

9.1. Upcoming Meetings.

- 1. Public Works, 11:00 am, Tuesday, December 6.**
- 2. Public Safety, TBD.**
- 3. Destination 2040, Bikeways/Transportation, 6:00 pm, Wednesday, December 7.**
- 4. EDA, 5:00 pm, Monday, December 12.**
- 5. Planning Commission, 6:30 pm, Monday, December 12.**
- 6. Fire Department Officers, Interviews, 6:00 pm, Wednesday, December 14.**
- 7. Meeting with Newly-Elected Officials, 5:00 pm, Thursday, December 15.**

The Council was reminded of the upcoming meetings as listed.

10. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Chard, to adjourn at 7:08 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary