

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
DECEMBER 17, 2018**

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, December 17, 2018 at 6:30 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Chris Meyer called the Meeting to order with Councilmembers Ben Stier, Cary Coop, Paul Chard and Theresa McDaniel present.

Also present were City Administrator Meyer, Finance Director Jirik, Community Development Director Smith Strack, City Engineer Duncan, Police Chief Stolee, Public Works Superintendent Fahey, Fire Chief Stier, Community Services Director Chevalier and City Attorney Vose. 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. Truth in Taxation Minutes of December 3, 2018.**
- 4.2. Regular Session Minutes of December 3, 2018.**
- 4.3. Personnel Committee Minutes of December 3, 2018.**
- 4.4. Resolution 18-149 Designation of 2018 Polling Place.**
- 4.5. Schedule Interviews for Commission Candidates.**
- 4.6. Resolution 18-151 Adopt job description and Authorizing Advertising to seek Candidates for Public Works Licensed Electrician.**
- 4.7. Authorizing Internal posting to Seek Candidates for Sergeant Position.**
- 4.8. Resolution 18-152 Approving Renewal of Premises Permit for the Belle Plaine Friends of the Library at Sparetime Tavern, Borough Bowl, and Red Door Bar.**
- 4.9. Resolution 18-153 Approving Renewal of Premises Permit for German Days, Inc. at Andy's Bar and Grill and VFW 6202.**
- 4.10. Resolution 18-154 Approving Renewal of Premises Permit for the Belle Plaine Chamber of Commerce at Neisen's Corner Bar, Huck's Shipwreck Saloon, and Johan's Bar and Grill.**
- 4.11. Resolution 18-157 Appointing Kyle Theis to Public Works Two Employee effective January 3rd, 2019.**
- 4.12. Resolution 18-159 Authorize the Close of Fund 489 and Transfer Remaining Balance to Fund 490.**
- 4.13. Resolution 18-160 Extending Probationary Period of Building Official.**
- 4.14. Resolution 18-161 Transfer funds from FEMA Fund (439) to General Fund (101).**
- 4.15. Resolution 18-162 Appointment of Officers with the Belle Plaine Fire Department.**

Councilmember Coop inquired on agenda item 4.6.on where the City will advertise for the Public Works Licensed Electrician. City Administrator Meyer explained the City will advertise in the Star Tribune, Herald, Indeed, Glassdoor and on the City's internal Jobsite.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve the consent agenda as follows: 4.1. Truth in Taxation Minutes of December 3, 2018; 4.2. Regular Session Minutes of December 3, 2018; 4.3. Personnel Committee Minutes of December 3, 2018; 4.4. Resolution 18-149 Designation of 2018 Polling Place; 4.5. Schedule Interviews for Commission Candidates; 4.6. Resolution 18-151 Adopt job description and Authorizing Advertising to seek Candidates for Public Works Licensed Electrician; 4.7. Authorizing Internal posting to Seek Candidates for Sergeant Position; 4.8. Resolution 18-152 Approving Renewal of Premises Permit for the Belle Plaine Friends of the Library at Sparetime Tavern, Borough Bowl, and Red Door Bar; 4.9. Resolution 18-153 Approving Renewal of Premises Permit for German Days, Inc. at Andy's Bar and Grill and VFW 6202; 4.10. Resolution 18-154 Approving Renewal of Premises Permit for

the Belle Plaine Chamber of Commerce at Neisen's Corner Bar, Huck's Shipwreck Saloon, and Johan's Bar and Grill; 4.11. Resolution 18-157 Appointing Kyle Theis to Public Works Two Employee effective January 3rd, 2019; 4.12. Resolution 18-159 Authorize the Close of Fund 489 and Transfer Remaining Balance to Fund 490; 4.13. Resolution 18-160 Extending Probationary Period of Building Official; 4.14. Resolution 18-161 Transfer funds from FEMA Fund (439) to General Fund (101) and 4.15. Resolution 18-162 Appointment of Officers with the Belle Plaine Fire Department. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department.

Ambulance Director Doug Sweeney was not present. The Council acknowledged receipt of the Ambulance report.

5.2. Fire Department.

Fire Chief Matt Stier was present. Stier explained with the recent retirements the Fire Department staff is down to 28 fire fighters and will be starting the hiring process in February. The council acknowledge receipt of the Fire Department Report.

5.3. Community Services Department.

Community Services Director Mindy Chevalier was present. Chevalier provided highlights from her report citing the indoor walking is open for community use at Chatfield and Oak Crest. The council acknowledged receipt of the Community Services Report.

5.4. Police Department.

Police Chief Stolee was present. Stolee provided some highlights from his report and Thanked all those who donated to the annual Toy Drive. Stolee cited 2018 as a banner year for donations.

5.5. Community Development.

Community Development Director Cynthia Smith Strack was present. Smith Strack highlighted upcoming updates and annual reports. The council acknowledged receipt of the Community Development Report.

Mayor Meyer requested a pool update from Public Works Superintendent Fahey. Fahey explained the deck has been all pulled up and crews are working on pulling up the bottom of the pool. Demolition is expected to be finished by Friday. Fahey explained crews will be taking the following week off and are on track. Councilmember Stier inquired if the remaining trees within the fencing will stay. Fahey confirmed all remaining trees will stay.

6. PUBLIC HEARINGS.

6.1. The City Council will accept public comment on the proposed Property Tax Abatement Related to the Construction of an Aquatic Center.

Finance Director Jirik explained in a work session council was provided information on financing options for the Aquatic Center. A tax abatement general obligation bond is the best option for the projects financing timeline and offers a lower interest than other bond options. For tax abatement bonds the City chooses properties to secure the bond noting all taxpayers still pay for the bond. Jirik also explained those properties have been contacted and provided the information.

Mayor Meyer explained a public hearing has been scheduled and the City Council will accept public comment on Resolution 18-150 Approving Property Tax Abatement Related to the Construction of an Aquatic Center in the City of Belle Plaine.

Mayor Meyer opened the public hearing at 6:44 PM and asked for public comment.

John Prondzinski of Ridgeview Medical Center expressed his support for the Aquatic Center. Prondzinski stated he has been in contact with staff who clearly explained the abatement process.

MOTION by Councilmember Coop, second by Councilmember Stier, to CLOSE the public hearing at 6:45 PM.

6.3.1. Resolution 18-150 Approving Property Tax Abatement Related to the Construction of an Aquatic Center in the City of Belle Plaine.

MOTION by Councilmember Coop, second by Councilmember Stier, to approve Resolution 18-150 Approving Property Tax Abatement Related to the Construction of an Aquatic Center in the City of Belle Plaine. ALL VOTED AYE. MOTION CARRIED.

6.2. Ordinance 18-07, Amend Fees. The City Council will consider public comment on proposed Ordinance 18-07, amending section 108.00 of the City Code by amending the City's fee schedule. Proposed changes include, but not limited to: public works equipment use, water and sewer utility, building permit, street light, special sessions, administrative and community development fees.

Finance Director Jirik explained proposed Ordinance 18-07, Amending Chapter 1, Section 108.00, Amending the City's Fee Schedule. Jirik explained 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.

Mayor Meyer explained a public hearing has been scheduled and the City Council will accept public comment on Ordinance 18-07, amending Section 108.00 of the City Code by amending the City's fee schedule.

Mayor Meyer opened the public hearing at 6:47 PM and asked for public comment.

No comments were made.

MOTION by Councilmember Coop, second by Councilmember Chard, to CLOSE the public hearing at 6:47 PM.

a) Adopt Ordinance 18-07, amending Section 108.00 of the City Code by amending the City's fee schedule.

MOTION by Councilmember Coop, second by Councilmember Chard, to adopt Ordinance 18-07, amending Section 108.00 of the City Code by amending the City's fee schedule. ALL VOTED AYE. MOTION CARRIED.

b) Resolution 18-148 authorizing summary publication of Ordinance 18-07

MOTION by Councilmember Coop, second by Councilmember McDaniel to approve Resolution 18-148 authorizing summary publication of Ordinance 18-07.

6.3. Destination Belle Plaine 2040: Comprehensive Plan Update. The City Council will consider public comment on a final draft of *Destination Belle Plaine 2040* the City's 2040 comprehensive plan update.

Community Development Director Smith Strack explained in June the City Council authorized distribution of a draft of Destination Belle Plaine 2040, the City's 2040 Comprehensive Plan Update to adjacent and affected jurisdictions. Smith Strack explained the plan was also submitted to the Metropolitan Council for informal review and comment. Comments received from Scott County Watershed Management and the Metro Council have been incorporated into the draft. Smith Strack noted Destination 2040 addresses: social and physical resources, community health/wellness/resilience, land use, housing, transportation,

parks/trails/recreation, water resources, economic competitiveness, and plan implementation. Smith Strack also noted the plan includes background and policy narratives, maps, and visuals and collectively presents a vision for future growth and development. Smith Strack provided a PowerPoint presentation walking the Council through the maps.

Mayor Meyer explained a public hearing has been scheduled and the City council will accept public comment on Resolution 18-155, Resolution Approving Destination Belle Plaine 2040, the City of Belle Plaine 2040 Comprehensive Plan Update and Authorizing Submission to the Metropolitan Council for Official Review.

Mayor Meyer opened the public hearing at 6:59 PM and asked for public comment.

No comments were made.

MOTION by Councilmember Coop, second by Councilmember Chard, to CLOSE the public hearing at 6:59 PM. ALL VOTED AYE. MOTION CARRIED.

6.1.1. Resolution 18-155, Resolution Approving Destination Belle Plaine 2040, the City of Belle Plaine 2040 Comprehensive Plan Update and Authorizing Submission to the Metropolitan Council for Official Review.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Resolution 18-155, Resolution Approving Destination Belle Plaine 2040, the City of Belle Plaine 2040 Comprehensive Plan Update and Authorizing Submission to the Metropolitan Council for Official Review. ALL VOTED AYE. MOTION CARRIED.

Councilmember Chard thanked staff for all the work put into the plan.

7. BUSINESS.

7.1. Presentation of Claims.

Mayor Meyer inquired on a line item expense. Finance Director Jirik explained a coding entry error occurred.

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

7.2. Accept the Body Worn Camera Audit as Required per Minnesota State Statute 13.825 Subd. 9.

Chief Stolee explained Per Minnesota State Statute 13.825 Subd. 9, law enforcement agencies that have body worn cameras must have an audit completed to ensure compliance with state law. Stolee read a synopsis stating the Belle Plaine Police Department has a Portable Recording System policy that reflects MN statute 13.825 and contains significant specific regulations to ensure compliance with state statute. The department's policies and practices are consistent with state law. LEADS Consulting finds the Belle Plaine Police Department "Portable Recording System" policies and practices to be in compliance with the provisions referenced in Minnesota Statute 13.825 Subd. 9, Biennial Audit.

MOTION by Councilmember Coop, second by Councilmember Stier to accept the Body Worn Camera Audit as Required per Minnesota State Statute 13.825 Subd. 9.

7.3. Resolution 18-156 Awarding the Sale of General Obligation Tax Abatement Bonds, Series 2019A.

Finance Director Jirik explained the sale of the General Obligation Tax Abatement bonds were sold this morning and Todd Hagen from Ehlers was here to explain the results. Hagen explained the City has a high rating score which shows in the low interest rate the City was offered. Hagen stated the bond came in under the estimate.

Mayor Meyer reiterated the savings of \$40,000.00 due to the Cities high rating score.

MOTION by Councilmember Coop, second by Councilmember Chard to approve Resolution 18-156 Awarding the Sale of General Obligation Tax Abatement Bonds, Series 2019A. ALL VOTED AYE. MOTION CARRIED.

7.4. Resolution 18-158 Ordering Feasibility Study for South Street Sanitary Sewer Extension.

City Administrator Meyer explained the Public Works Committee has reviewed and brought forward discussion regarding the South Street Sanitary Sewer Extension from the end of Oakwood Drive to South Street and then West past Prairie Oaks Institute. Meyer noted the extension would serve Prairie Oaks Institute as well as future development and expansion of properties to the west. City Engineer Duncan explained no surveys or cost estimates have been done on the project. Public Works Superintendent Fahey believes the extension would be good planning for the future. Council had discussion about property lines and sewer service area.

Mayor Meyer inquired if the bid could be incorporated with the 2019 street project? City Engineer Duncan confirmed if directed by Council the expansion could be added to the 2019 project. Meyer inquired how the project will be paid for. City Administrator Meyer explained the project will be paid for with funds from sanitary payments and reimbursed through development costs at the time of development.

MOTION by Councilmember Coop, second by Councilmember Chard to approve Resolution 18-156 Awarding the Sale of General Obligation Tax Abatement Bonds, Series 2019A. ALL VOTED AYE. MOTION CARRIED.

8. ADMINISTRATION.

8.1. Upcoming Meetings.

- 1. Special City Council Meeting and Joint Planning Meeting, 6:30 PM, Thursday, December 20.**
- 2. City Offices Close at Noon in observance of Christmas, December 24.**
- 3. City Offices Closed in observance of Christmas, December 25.**
- 4. City Offices Close at Noon in observance of New Year's, December 31.**
- 5. City Offices Closed in observance of New Year's Day, January 1.**
- 6. Design Committee, 5:15 PM, Monday, January 7.**
- 7. City Council, 6:30 PM, Monday, January 7.**
- 8. Work Session, 6:45 PM, Monday, January 7.**

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

9. ADJOURN.

MOTION by Councilmember Coop, second by Councilmember Stier, to adjourn the Regular Session at 7:30 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich and Bonnie Vinkemeier
Acting Recording Secretary