

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
DECEMBER 19, 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, December 19, 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 and Patricia Krings present. Councilmember Renee LeMieux was not present.

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

3. APPROVAL OF AGENDA.

Consent Agenda Item 4.8. was removed from the Agenda for further review and item 8. Personnel Matter was removed.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF CONSENT AGENDA.

- 4.1. Regular Session Minutes of December 5, 2022.
- 4.2. Truth in Taxation Minutes of December 6, 2022.
- 4.3. Special Session Minutes of December 6, 2022.
- 4.4. Resolution 22-156 Appointing Jim Gerold as Assistant Community Development Director/ Building Inspector.
- 4.5. Resolution 22-157 Authorizing the Mayor and City Administrator to execute a Construction Cooperative Agreement for County Road Three as part of the 2023 Improvement Project.
- 4.6. Resolution 22-158 A Resolution Approving Terms of a ROSE Program Loan to Brad and Sue Schultz, Brads Barbershop 106 Meridian Street South.
- 4.7. Resolution 22-159 A Resolution Approving Terms of a ROSE Program Loan to Southern Rentals 100 Main Street West.
- 4.8. ~~Resolution 22-160 Resolution Approving Site Host Agreement For Xcel Energy Owned Public Fast Charging Network EV Station and Authorizing Execution Thereof.~~
- 4.9. Resolution 22-161 Appointing Laura Wiger as a Full Time Administrative Sergeant for the Belle Plaine Police Department.
- 4.10. Resolution 22-162 Appointing Ice Rink Attendants for the 2022/2023 Season.
- 4.11. Resolution 22-163 Appointing Randi Fiskewold as the Assistant Aquatic Center Manager for the 2023 Season.
- 4.12. Resolution 22-168 Re-Appointing Lucas Simonson as a Regular Member, Appointing Jacob Sandvig and Desiree Weldon as an Alternate Members of the Planning and Zoning Commission.
- 4.13. Resolution 22-169 Re-Appointing Desiree Weldon and Appointing Cara Cox as Regular Members of the Design Committee.
- 4.14. Accept Letter of Retirement from Brian Siekmann, Firefighter, Effective December 24, 2022.
- 4.15. Resolution 22-170 Accepting \$20,000.00 Donation from the Belle Plaine Friends of the Library for the Library.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve the Consent Agenda as follows: 4.1. Regular Session Minutes of December 5, 2022; 4.2. Truth in Taxation Minutes of December 6, 2022; 4.3. Special Session Minutes of December 6, 2022; 4.4. Resolution 22-156 Appointing Jim Gerold as Assistant Community Development Director/ Building Inspector; 4.5. Resolution 22-157 Authorizing the Mayor and City Administrator to execute a Construction Cooperative Agreement for County Road Three as part of the 2023 Improvement Project; 4.6. Resolution 22-158 A Resolution Approving Terms of a ROSE Program Loan to Brad and Sue Schultz, Brads Barbershop 106 Meridian Street South; 4.7. Resolution 22-159 A Resolution Approving Terms of a ROSE Program Loan to Southern Rentals 100 Main Street West; 4.9. Resolution 22-161 Appointing Laura Wiger as a Full Time Administrative Sergeant for the Belle Plaine Police Department; 4.10. Resolution 22-162 Appointing Ice Rink Attendants for the 2022/2023 Season; 4.11. Resolution 22-163 Appointing Randi Fiskewold as the Assistant Aquatic Center Manager for the 2023 Season; 4.12. Resolution 22-168 Re-Appointing Lucas Simonson as a Regular Member, Appointing Jacob Sandvig and Desiree Weldon as an Alternate Members of the Planning and Zoning Commission; 4.13. Resolution 22-169 Re-Appointing Desiree Weldon and Appointing Cara Cox as Regular Members of the Design Committee; 4.14. Accept Letter of Retirement from Brian Siekmann, Firefighter, Effective December 24, 2022 and 4.15. Resolution 22-170 Accepting \$20,000.00 Donation from the Belle Plaine Friends of the Library for the Library. ALL VOTED AYE. MOTION CARRIED.

5. DEPARTMENT REPORTS.

5.1. Ambulance Department (Report Only)

Ambulance Director Burton was not present. The Council acknowledged receipt of the Ambulance Department Report.

5.2. Community Services Director.

Community Services Director Koller was not present. The Council acknowledged receipt of the Community Services Report.

5.3. Fire Department.

Fire Chief Otto was not present. The Council acknowledged receipt of the Fire Department Report.

5.4. Police Department.

Police Chief Stier was present. Stier highlighted the Police Department Report noting the 89% clearance rate.

Councilmember Chard noted he liked hearing the high clearance rates.

Mayor Meyer noted he has heard wonderful things about the Santa Shack and thanked the Police and Public Works Unions for making the Santa Shack happen.

5.5. Community Development Department.

Community Development Director Smith Strack was present. Smith Strack highlighted the Community Development Report. Smith Strack expressed gratitude to Mayor Meyer, Councilmember Chard and LeMieux for their leadership.

Mayor Meyer thanked Community Development Director Smith Strack for her collaboration on the new projects moving forward in 2023. Meyer noted many projects are still confidential but have been worked on for many months.

6. PUBLIC HEARINGS.

Mayor Meyer introduced the Public Hearing item

6.1. Ordinance 22-12. The City Council will hold a public hearing on Ordinance 22-12, An Ordinance Amending Chapter Three of the City Code to Provide For Section 318 Pertaining to Mobile Retail Units.

Mayor Meyer opened the public hearing at 6:38 PM and asked for public comment.

No one stepped forward.

MOTION by Councilmember Krings, second by Councilmember Coop, to close the public hearing at 6:38 PM. ALL VOTED AYE. MOTION CARRIED.

6.1.1. Ordinance 22-12, An Ordinance Amending Chapter Three of the City Code to Provide For Section 318 Pertaining to Mobile Retail Units.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Ordinance 22-12, An Ordinance Amending Chapter Three of the City Code to Provide for Section 318 Pertaining to Mobile Retail Units. ALL VOTED AYE. MOTION CARRIED.

6.1.2. Resolution 22-164, Resolution Authorizing Summary Publication of Ordinance 22-12.

MOTION by Councilmember Krings, second by Councilmember Coop, to approve Resolution 22-164, Resolution Authorizing Summary Publication of Ordinance 22-12. ALL VOTED AYE. MOTION CARRIED.

7. BUSINESS.

7.1. Presentation of Claims.

7.1.1. Pay Request No. 7 Final, Heselton Construction, LLC, for Main Street Parking Lot Project.

MOTION by Councilmember Coop, second by Councilmember Krings, to approve the reviewed claims as presented in the amount of \$193,638.43. ALL VOTED AYE. MOTION CARRIED.

7.2. Resolution 22-165 Award Bid for the 2023 Improvement Project.

City Administrator Meyer explained the 2023 Improvement Project is for the Downtown. Meyer explained seven bids were received with many bids coming in under budget which will help with financing and impacts.

City Engineer Duncan explained the 2022 Improvement Project which included a portion of the Downtown Project received bids in the spring and the City Council opted to reject all bids. Duncan explained the project was rolled together and let for the 2023 Improvement Project with an alternate bid of sidewalk on two blocks on Main Street, the addition of the lighting corridor and alley resurfacing for the block of the Library. Duncan explained Scott County has planned to do a mill and overlay on Meridian Street from the end of the Downtown Project South to 169. Duncan noted seven bids were received and outside funding has been established to help offset costs for a reduction on most assessments. Duncan noted Ryan Contracting Company is out of Elko and has submitted the low bid.

Mayor Meyer noted his happiness to see the very favorable bids.

Councilmember Krings confirmed the funding sources will reduce assessments by 30 percent. City Engineer Duncan confirmed the funding sources will reduce most assessments.

MOTION by Councilmember Chard, Second by Councilmember Coop, to approve Resolution 22-165 Award Bid for the 2023 Improvement Project. ALL VOTED AYE. MOTION CARRIED.

7.3. Jane Properties Subdivision Final Plat and Agreement.

Community Development Director Smith Strack explained the Jane Properties Subdivision was before the City Council in August where conditions were put on before final approval. Smith Strack explained the conditions have been met and an agreement for installation of street lights and the final plat agreement is available for approval.

7.3.1. Resolution 22-166A Resolution Approving an Agreement for Streetlight Improvements and Authorizing and Directing Execution Thereof.

MOTION by Councilmember Krings, second by Councilmember Coop, to approve Resolution 22-166 A Resolution Approving an Agreement for Streetlight Improvements and Authorizing and Directing Execution Thereof. ALL VOTED AYE. MOTION CARRIED.

7.3.2. Resolution 22-167, A Resolution Conditionally Approving Final Plat of Jane Properties Subdivision.

MOTION by Councilmember Coop, second by Councilmember Chard, to approve Resolution 22-167, A Resolution Conditionally Approving Final Plat of Jane Properties Subdivision. ALL VOTED AYE. MOTION CARRIED.

7.4. Acceptance of the Wastewater Treatment Facility Plan.

City Engineer Duncan introduced Chris Swanson from Bolton and Menk who will review the Wastewater Treatment Facility Plan.

Chris Swanson explained 18 months ago Bolton and Menk was asked to look at the plant to move into the next 20 years and work with the MPCA. Swanson explained the plan reviewed the plan for future growth, current and future needs, and capacity. Swanson explained the plant is at the capacity it was planned to be at and reviewed the next steps in three options: 1. Rehab existing plant, 2. Rehab plant and add capacity, 3. Connect with Met Council and do no expansion. Swanson noted the recommendation would be to move forward with option two. Swanson noted had no preplanning been done this alternative would result in an increase to water bills by \$20.00 per month however with the City's preplanning and potential for grants no significant increase is expected.

Councilmember Coop inquired what happens if the WWTF is at capacity and Council does not take any action to upgrade. Swanson explained the MPCA will send violations, enforcement actions, not allow further developments and could stop flow completely until fixed. Coop inquired what the timeline would be for installation. Swanson explained the expansion will need to take place in the next 3-5 years and noted it could reach max capacity before that time.

City Administrator Meyer explained if a development wanted to come in that would put the facility over capacity, without a plan the MPCA could deny the application. Councilmember Coop inquired how financing would impact the water and sewer bills. Meyer explained the City has planned for the future and without the proper planning a \$20 per month increase is projected. Meyer explained the City's long-term planning has included 1-2% increases annually keep up with actual costs.

MOTION by Councilmember Coop, second by Councilmember Chard, to accept the Wastewater Treatment Facility Plan. ALL VOTED AYE. MOTION CARRIED.

7.5. Acceptance of Annual Economic Development Report.

2022 EDA President James Evans introduced the report.

Community Development Director Smith Strack reviewed the 2022 EDA Report which reviewed new commercial plats, increase of taxable market value, unemployment, housing starts, new business filings and sales & use data.

Councilmember Krings inquired if the general public will see this report. City Administrator Meyer explained the City will post the link to the Facebook Page.

Councilmember Coop requested clarification on the \$800 million number. Community Development Director Smith Strack explained the City has \$800 million dollars in taxable market value within the City.

MOTION by Councilmember Krings, second by Councilmember Chard, to accept the 2022 Annual EDA Report. ALL VOTED AYE. MOTION CARRIED.

~~**8. PERSONNEL MATTER:** Consideration of Recommendation and Resolution from the Personnel Committee (if necessary).~~

9. RECOGNITION

Acknowledgement and Appreciation

Mayor Christopher G. Meyer 2017-2022
Council Member Paul Chard 1991-1994 and 2011-2022
Council Member Renee LeMieux 2019-2022

City Administrator Meyer explained staff wanted to take a moment to recognize the outgoing members. Meyer noted often this position is a thankless job where decisions have to be made with only the information available to you. Meyer explained Council is very rarely thanked for those decisions that are not only making an impact today but also making an impact for the future of this community. Meyer thanked Councilmember Chard for holding not only staff but Developers accountable, encouraging a diverse Public Works Department and making sure the City is self-sufficient. Meyer thanked Mayor Meyer for bringing a sense of community, leadership, making sure Belle Plaine was a home town for every citizen who lived here the foresight in Economic Development and truly pushing for forward thinking and making Belle Plaine a progressive community. Meyer noted as staff we want to thank Council and you will truly be missed.

Police Chief Stier presented Mayor Meyer with his plaque and certificate.

Community Development Director Smith Strack presented Council Member Chard with his plaque and certificate.

Public Works Superintendent Otto presented the plaque and certificate of Council Member LeMieux to the audience as LeMieux was unable to attend the meeting.

Mayor Meyer thanked staff for their work with the Council.

10. ADMINISTRATION.

10.1. Upcoming Tentative Meetings.

1. City Offices Closed at noon in Observance of the Holiday, Friday, December 23.
2. City Offices Closed in Observance of the Holiday, Monday, December 26.
3. Closed Session Meeting, 4:30 PM, Wednesday, December 28.
4. Special City Council Meeting, 6:00 PM Wednesday, December 28.
5. City Offices Closed at noon in Observance of the Holiday, Friday, December 30.

6. City Offices Closed in Observance of the Holiday, Monday, January 2.
7. Design, Tuesday, January 3, 5:15 PM
8. City Council, Tuesday, January 3, 6:30 PM
9. Work Session, Tuesday, January 3, 6:45 PM

Council was advised of the tentative upcoming meetings as listed.

11. ADJOURN.

MOTION by Councilmember Krings, second by Councilmember Coop, to adjourn the regular Session at 7:35 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Renee Eyrich
Recording Secretary