

**BELLE PLAINE CITY COUNCIL
REGULAR MEETING
NOVEMBER 17, 2025**

1. PLEDGE OF ALLEGIANCE.

Mayor Ladd 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 17, 2025 at 6:00 PM in the council chambers of City Hall, 218 North Meridian Street, Belle Plaine, MN. Mayor Ladd called the meeting to order with Councilmembers Luke Otto, James Evans, Brady Hartmann and Rex Stacey present.

Also present were City Administrator Meyer, Community Development Director Smith Strack, Public Works Superintendent Otto, City Attorney Vose, City Engineer Duncan, Fire Chief Otto and Police Chief Stier.

3. APPROVAL OF AGENDA.

Councilmember Evans added item Resolution 25-133 Authorizing Change Orders No. 4 and 5 for Rochon Corporation to the Library Addition Project to 8.2. Business.

MOTION by Councilmember Evans, second by Councilmember Stacey, to approve the Agenda with the addition of 8.2. Resolution 25-133. ALL VOTED AYE. MOTION CARRIED.

4. PUBLIC FORUM.

**Anyone wishing to address the Council must sign up before the meeting and then have a seat in the audience. The signup sheet is removed 5 minutes before the start of the meeting. Maximum of three (3) minutes per speaker. No official action will be taken.*

None.

5. APPROVAL OF CONSENT AGENDA.

- 5.1. Regular Session Minutes of November 3, 2025.
- 5.2. Resolution 25-132 Adopting Interest Rate Reduction for the 2025 Improvement Project Assessments.
- 5.3. Authorize Mayor and City Administrator to Execute City Acceptance Letter for Hickory Grove Public Improvements.
- 5.4. Resolution 25-134 Approving Terms of a ROSE Program Loan to 169 Tobacco and Vape, 765 Enterprise Drive East.
- 5.5. Resolution 25-135 Accepting a \$40,000.00 Donation from the Belle Plaine Friends of the Library for the Belle Plaine Library.
- 5.6. Resolution 25-136 Adopting Special Assessment Roll for Delinquent Utility Accounts.
- 5.7. Resolution 25-137 Adopting Special Assessment for Delinquent Fire Bills.
- 5.8. Resolution 25-138 Adopting Special Assessment for Code Enforcement Invoices.

MOTION by Councilmember Stacey, second by Councilmember Hartmann, to approve the Consent Agenda as follows: 5.1. Regular Session Minutes of November 3, 2025; 5.2. Resolution 25-132 Adopting Interest Rate Reduction for the 2025 Improvement Project Assessments; 5.3. Authorize Mayor and City Administrator to Execute City Acceptance Letter for Hickory Grove Public Improvements; 5.4. Resolution 25-134 Approving Terms of a ROSE Program Loan to 169 Tobacco and Vape, 765 Enterprise Drive East; 5.5. Resolution 25-135 Accepting a \$40,000.00 Donation from the Belle Plaine Friends of the Library for the Belle Plaine Library; 5.6. Resolution 25-136 Adopting Special Assessment Roll for Delinquent Utility Accounts; 5.7. Resolution 25-137 Adopting Special Assessment for Delinquent Fire Bills and 5.8.

Resolution 25-138 Adopting Special Assessment for Code Enforcement Invoices. ALL VOTED AYE.
MOTION CARRIED.

6. DEPARTMENT REPORTS.

6.1. Community Services Department. (Report Only)

Community Services Director Koller was not present. The Council acknowledged the Community Services report.

6.2. Ambulance Department. (Report Only)

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

6.3. Police Department.

Police Sergeant Vycital highlighted the Police Report.

6.4. Fire Department.

Fire Chief Otto highlighted the Fire Department Report.

6.5. Community Development Department.

Community Development Director Smith Strack highlighted the Community Development Report.

7. PUBLIC HEARINGS. None.

8. BUSINESS.

8.1. Presentation of Claims.

8.1.1. Pay Request No. 6, Rochon Corporation for the Library Addition Project.

MOTION by Councilmember Evans, second by Councilmember Otto, to approve the reviewed claims as presented in the amount of \$367,246.76. ALL VOTED AYE. MOTION CARRIED.

8.2. Resolution 25-133 Authorizing Change Orders No. 4 and 5 for Rochon Corporation to the Library Addition Project.

Public Works Superintendent Otto reviewed the proposed Change orders noting Change Order No. 4 will be paid out of capital maintenance funds.

MOTION by Councilmember Stacey, second by Councilmember Hartmann, to approve Resolution 25-133 Authorizing Change Orders No. 4 and 5 for the Rochon Corporation to the Library Addition Project. ALL VOTED AYE. MOTION CARRIED.

9. ADMINISTRATION.

9.1. Upcoming Tentative Meetings.

1. City Offices Closed in Observance of the Holiday, Thursday, November 27.
2. City Offices Closed, Friday, November 28.
3. Design, Monday, December 1, 5:00 PM.
4. Truth in Taxation, Monday, December 1, 6:00 PM.
5. City Council, Monday, December 1, 6:15 PM.
6. Work Session, Monday, December 1, 6:30 PM.

Mayor Ladd reviewed the upcoming tentative meetings as listed.

10. ADJOURN.

MOTION by Councilmember Evans, second by Councilmember Hartmann, to adjourn the meeting at 6:12 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary