

**BELLE PLAINE CITY COUNCIL
AGENDA RECAP
MAY 15, 2023**

<p>1. PLEDGE OF ALLEGIANCE.</p>	<p>Mayor Woletz led those present in the Pledge of Allegiance.</p>
<p>2. CALL TO ORDER. 2.1. Roll Call.</p>	
<p>3. APPROVAL OF AGENDA.</p> <p>PROCLAMATION Poppy Day – May 26, 2023</p>	<p>The Agenda was approved as presented.</p> <p>Mayor Woletz proclaimed May 26, 2023 as Poppy Day.</p>
<p>4. PUBLIC FORUM.</p> <p><i>*Anyone wishing to address the Council of the Whole must submit in writing the subject and intent of request by 3:00 PM on the Tuesday prior to the scheduled Council meeting. Maximum of three (3) minutes per speaker. No official action will be taken.</i></p>	<p>No public forum was submitted.</p>
<p>5. APPROVAL OF CONSENT AGENDA.</p> <p>5.1. Regular Session Minutes of May 1, 2023. 5.2. Work Session Minutes of May 1, 2023. 5.3. Special Session Minutes of May 5, 2023. 5.4. Resolution 23-069 Appointing and Re-Appointing Seasonal Life Guards, Water Safety Instructors and Aquatic Staff for the 2023 Belle Plaine Aquatic Center Season. 5.5. Resolution 23-070 Adopting Assessment for Delinquent Fire Bill. 5.6. Resolution 23-071 Adopting Assessment for Delinquent Invoice.</p>	<p>The Consent Agenda was approved as presented.</p>
<p>6. DEPARTMENT REPORTS.</p> <p>6.1. Ambulance Department. (Report Only)</p> <p>6.2. Fire Department.</p> <p>6.3. Police Department.</p> <p>6.4. Community Services Department. (Report Only)</p> <p>6.5. Community Development Department.</p>	<p>Ambulance Director Burton was not present. The Council acknowledged receipt of the Ambulance Report.</p> <p>Fire Chief Otto was present. Otto highlighted the Fire Department report and noted bus rescue training took place on Saturday.</p> <p>Police Chief Stier was present. Stier highlighted the Police Department report and noted a 94% clearance rate.</p> <p>Community Services Director Koller was not present. The Council acknowledged receipt of the Community Services report.</p> <p>Community Development Director Smith Strack was present. Smith Strack reviewed the Community Development Department Report and noted most swimming pools require a building permit.</p>

<p>7. PUBLIC HEARINGS.</p> <p>7.1. Annual Liquor License Renewals. The City Council will receive and consider public comment on the annual liquor license renewals for the period of July 1, 2023 through June 30, 2024.</p> <p>7.1.1. Resolution 23-066 Approving Annual Renewal of Liquor License for 2023/2024.</p> <p>7.1.2. Resolution 23-067 Approving Annual Renewal of Woletz Holding Group LLC Liquor License for 2023/2024.</p> <p>7.2. Buesgens Commercial Center 2nd Addition. The City Council will hold a public hearing on a request for Preliminary Plat approval for Buesgens Commercial Center 2nd Addition, a non-residential subdivision adjacent to Main Street, Hickory Boulevard, and Enterprise Drive.</p> <p>7.2.1 Resolution 23-068, Conditionally Approving a Preliminary Plat for Buesgens Commercial Center 2nd Addition.</p>	<p>Mayor Woletz introduced the Public Hearing.</p> <p>City Administrator Meyer noted an error in a license name in a resolution was corrected. Meyer noted a public hearing is required annually by State Law. A public hearing was held. No one spoke at the public hearing.</p> <p>Resolution 23-066 was approved 5-0.</p> <p>Resolution 23-067 was approved 4-0. Mayor Woletz abstained.</p> <p>Mayor Woletz introduced the Public Hearing.</p> <p>Community Development Director Smith Strack reviewed Buesgens Commercial Center 2nd Addition with a brief slideshow.</p> <p>A Public Hearing was held. No one spoke at the hearing.</p> <p>Resolution 23-068 was approved 5-0.</p>
<p>8. BUSINESS.</p> <p>8.1. Presentation of Claims.</p> <p>8.2. Resolution 23-065 Resolution Temporarily Waiving Driveway Permit Fee in 2023 Improvement Project Area.</p> <p>8.3. Resolution 23-072 Authorize Purchase of 2023 Chevrolet Silverado for Public Works Department.</p> <p>8.4. Resolution 23-073 Resolution Supporting the Implementation of a Community Wayfinding Sign Program and Entering Maintenance Agreement with MNDOT.</p> <p>8.5. Resolution 23-074 Supporting the submission of a funding request from MNDOT LLP for Hwy 25 at Main Street.</p>	<p>Claims were reviewed and approved as presented 4-1.</p> <p>Resolution 23-065 was approved 5-0.</p> <p>Resolution 23-072 was approved 4-1.</p> <p>Resolution 23-073 was approved 4-1.</p> <p>Resolution 23-074 was approved 4-1.</p>
<p>9. ADMINISTRATION.</p> <p>9.1. Upcoming Tentative Meetings.</p> <ol style="list-style-type: none"> 1. City Offices Closed in Observance of Memorial Day, Monday, May 29. 2. Downtown Plaza Music and Food Trucks, 4:30-8:00 PM, Wednesday, May 31. 3. Design, Monday, June 5, 5:00 PM 4. City Council, Monday, June 5, 6:00 PM 5. Work Session, Monday, June 5, 6:15 PM 	<p>The Council was reminded of upcoming tentative meetings as listed.</p>
<p>10. ADJOURN.</p>	<p>The meeting was adjourned at 6:56 PM.</p>

WORK SESSION

<p>3. DISCUSSION ITEMS.</p> <p>3.1. Festival and Events/ Chamber Donation.</p> <p>3.2. Sidewalk Trail Plan.</p> <p>3.3. Lighting Corridor Plan.</p> <p>3.4. Agenda Format and Process.</p>	<p>Sony Mesenbring from Belle Plaine Festival and Events and Tylor Schmidt from the Chamber of Commerce were present to review their proposal for a new shelter at Union Square Park. Mesenbring explained if approved the committee will raise money to donate to the City for the shelter.</p> <p>It was the consensus of the Council to support the project.</p> <p>Mayor Woletz explained discussion on 3.2. and 3.3. will be held together. Woletz noted this is for Council information only. Woletz explained further discussion and direction on each topic will be held at the June Work Sessions.</p> <p>City Administrator Meyer explained Councilmembers Ladd and Evans requested Agenda process and policy be discussed. Meyer briefly reviewed the current process and policy.</p> <p>The Council held discussion. It was the consensus of the Council to direct staff to provide updated policy to include a draft agenda would be sent to City Council by 10:00 AM the Thursday before the meeting, any one member of Council can request an agenda item be removed from the Consent Agenda by 8:00 AM on Friday. At the meeting, a motion and a second would be required to move an item off the Consent Agenda. Big purchases such as vehicles would be on Business.</p> <p>City Administrator Meyer explained she will have a policy written and legal review for review and adoption by Council at the June 5th City Council meeting.</p>
<p>4. ADJOURN.</p>	<p>The meeting was adjourned at 8:20 PM.</p>