

**BELLE PLAINE CITY COUNCIL  
REGULAR SESSION  
FEBRUARY 19, 2008**

**1. PLEDGE OF ALLEGIANCE.**

Mayor Meger led those present in the Pledge of Allegiance.

**2. CALL TO ORDER. 1.1. Roll Call.**

The Belle Plaine City Council met in Regular Session on Monday, February 19, 2008 at 6:00 p.m. at the Government Center, 218 North Meridian Street, Belle Plaine, MN. Mayor Tom Meger called the meeting to order with Councilmembers Tim Lies, Dawn Underferth, Tim O'Laughlin, Jim Lange and Peter Anderly present.

Also present were City Administrator David Murphy, Community Development Director Trisha Rosenfeld, Finance Director Dawn Meyer, and Linda Thompson filling in for City Attorney Bob Vose. Public Works Superintendent Al Fahey and City Engineer Joe Duncan were not present.

**3. APPROVAL OF AGENDA.**

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

**4. APPROVAL OF CONSENT AGENDA.**

**4.1. Regular Session Minutes of February 4, 2008.**

**4.2. Authorizing the Mayor and City Administrator to Execute Agreement with Ehlers, Inc., for Arbitrage Monitoring Services.**

**4.3. Resolution 08-015 Authorizing the Transfer of Funds from General Fund 101 to Capital Fund 402.**

**4.4. Resolution 08-017 Authorizing the City Administrator to Execute Ambulance Paging Antenna Lease Agreement.**

**4.5. Authorizing the Mayor, City Administrator and Chief of Police to Execute Third Amendment to the Law Enforcement Mutual Aid Pact.**

MOTION by Councilmember Lange, second by Councilmember Underferth, to approve the consent agenda as follows: 4.1. Regular Session Minutes of February 4, 2008, 4.2. Authorizing the Mayor and City Administrator to Execute Agreement with Ehlers, Inc., for Arbitrage Monitoring Services, 4.3. Resolution 08-015 Authorizing the Transfer of Funds from General Fund 101 to Capital Fund 402, 4.4. Resolution 08-017 Authorizing the City Administrator to Execute Ambulance Paging Antenna Lease Agreement, and 4.5. Authorizing the Mayor, City Administrator and Chief of Police to Execute Third Amendment to the Law Enforcement Mutual Aid Pact. ALL VOTED AYE. MOTION CARRIED.

**5. REPORTS.**

**5.1. Ambulance Department.**

Doug Sweeney, Ridgeview Medical, was present. The Council acknowledged receipt of the Ambulance Department report.

**5.2. Police Department.**

Police Chief Steve Rost was present. The Council acknowledged receipt of the Police Department report.

**5.3. Community Development Department.**

Community Development Director Trisha Rosenfeld was present. Councilmember Lange commented that he liked the new, comprehensive format of Community Development Director Rosenfeld's monthly report. The Council acknowledged receipt of the Community Development Department report.

#### **5.4. Building Inspection Department.**

Building Official Scott McCarty was not present. The Council acknowledged receipt of the Building Inspection Department report and the annual summary.

#### **5.5. City Administration Report.**

City Administrator David Murphy was present. The Council acknowledged receipt of the City Administration report.

#### **6. VISITOR'S REQUEST – None Scheduled.**

#### **7. PUBLIC HEARINGS – None Scheduled.**

#### **8. BUSINESS.**

##### **8.1. Presentation of Claims.**

MOTION by Councilmember Anderly, second by Councilmember Underferth, to approve the Presentation of Claims dated December 2007 and February 2008. ALL VOTED AYE. MOTION CARRIED.

##### **8.2. Resolution 08-016 Approving Variance for Dale and Lori Otto for Roex Subdivision.**

Mayor Meger referenced a memo dated February 19, 2008 from Community Development Director Rosenfeld regarding a variance for Dale and Lori Otto for Roex Subdivision.

Community Development Director Rosenfeld explained that as part of the settlement involving the Dale J. Otto and Lori B. Otto v. City of Belle Plaine, the City agreed to grant "any and all variances necessary to make any and all non-conforming land use conditions at the Subject Project Property conform to applicable land use regulations. Any City fees and expenses necessary to secure any such variance(s) shall be waived by the City." The subject property pertains to PIN 200390040 and 200390050. It is imperative at this time for the City Council to make formal action to accept the variances necessary to allow for the above listed subject parcel numbers to conform to all applicable land use regulations for the City of Belle Plaine. The variances are granted for the properties listed above for the lay of the land as of December 01, 2006. This formal action is necessary as part of the legal settlement action.

Councilmember Anderly noted that this action pertains to the existing structures, not future improvements.

MOTION by Councilmember Lange, second by Councilmember Anderly, to approve Resolution 08-016 Approving Variance for Dale and Lori Otto for Roex Subdivision. ALL VOTED AYE. MOTION CARRIED.

##### **8.3. Update on Ambulance Response Jordan Overlap Area with Allina.**

Mayor Meger referenced a memo dated February 19, 2008 from City Administrator Murphy regarding ambulance response in the City of Jordan.

City Administrator Murphy explained that after discussion and negotiation between Ridgeview and Allina, they have agreed as providers to a boundary line through the City of Jordan. A map showing the proposed boundary was included with City Administrator Murphy's memo. If this line is acceptable to

both cities, an application would be made to the EMSRB for a border adjustment and with letters of support from both providers.

The Council discussed this matter. Mayor Meger commented that the City of Jordan was taking action of this tonight. Councilmember O'Laughlin commented that the boundary line was determined by the number of ambulance calls within the City of Jordan.

MOTION by Councilmember Underferth to table action on the boundary adjustment between Ridgeview Medical and Allina until the City of Jordan approves the boundary adjustment. Councilmember Underferth WITHDREW her motion.

Councilmember Lange commented that he is amenable for the proposed boundary line. City Administrator Murphy explained that if there is a consensus of the Council, staff would submit a request to the EMSRB for consideration and approval.

It was the consensus of the Council to direct staff to submit a request to the EMSRB for consideration and approval of the boundary line adjustment within the City of Jordan for emergency medical response by the City of Belle Plaine/Ridgeview Medical and Allina Transportation, contingent upon approval by the City of Jordan.

#### **8.4. Resolution 08-014 Establishing a Primary Election in the City.**

Mayor Meger referenced a memo dated February 19, 2008 from Finance Director Meyer regarding the establishment of a primary election.

Finance Director Meyer explained that the City Council discussed this item at the February 4, 2008 Council meeting, and directed staff to bring a resolution forward for establishing a municipal primary for the City of Belle Plaine. By adopting this resolution the City Council will be requiring that a municipal primary be held if certain parameters are met within a municipal general election year. The resolution requiring a municipal primary would stay in effect until it is rescinded. The City primary would be held at the same time as the national primary; the first Tuesday after the second Monday of September. The main parameter to be met for holding a Municipal Primary is that there is more than twice the number of candidates for the office being sought. If this parameter is not met then the candidates for the municipal election would not appear on the primary ballot. Finance Director Meyer provided the following example: In 2008 the City of Belle Plaine has two council seats and one mayor up for election. If at least five candidates file for council seats, their names would appear on the primary ballot and the top four vote getters would appear on the general election ballot. If there are four or less candidates, none of their names would appear on the primary ballot and all would appear on the general election ballot. The same holds true for the mayor seat. At least three candidates would need to file to require a primary and the top two vote getters would go on to the general election. There are added City costs for holding a municipal primary, as well as other changes such as candidate filing dates.

MOTION by Councilmember Lange, second by Councilmember Anderly, to approve Resolution 08-14 Establishing a Municipal Primary for 2008 - MN State Statute 205.065. ALL VOTED AYE. MOTION CARRIED.

#### **8.5. Scott County Historical Society Request for Funds.**

Mayor Meger referenced a memo dated February 19, 2008 from Community Development Director Rosenfeld regarding a request for funds from the Scott County Historical Society.

Community Development Director Rosenfeld explained that the Scott County Historical Society is the catalyst for implementing Minnesota's 150<sup>th</sup> Sesquicentennial Celebration theme throughout the communities in Scott County. They are doing so through the community celebrations. Therefore, they are requesting \$1,000 from each community within Scott County to help with the costs associated in helping

with events and material costs. A letter from Kathleen Kehr and the Scott County Historical Society was included with Community Development Director Rosenfeld's memo.

Mayor Meger and Councilmember Lange inquired about the status of insurance on the Episcopalian Church, which is under lease by the Scott County Historical Society. City Administrator Murphy explained that the City Attorney has advised that the City and Scott County Historical Society still have a binding agreement regarding the care and maintenance of the Episcopalian Church. Councilmember Lies commented on the lack of activity and promotion in Belle Plaine by the Scott County Historical Society.

It was the consensus of the Council to direct staff to research the status of property and liability insurance at the Episcopalian Church. This issue will be placed on the next Council agenda.

#### **8.6. City Newsletter Update.**

Mayor Meger referenced a memo dated February 19, 2008 from Community Development Director Rosenfeld regarding the City newsletter.

Community Development Director Rosenfeld explained that the Council approved the City newsletter, *The Bridge*, to be implemented monthly for a six-month trial period. The trial period has come to an end and therefore the newsletter should be reevaluated by the City Council. Recently staff has changed the newsletter to be every other month, instead of monthly. This was mentioned in the City Administrator report at a January City Council meeting. This was done because the content was sometimes difficult to generate on a monthly basis. The most recent newsletter was published and distributed in mid-January for the January/February 2008 version. The next expected newsletter will be published mid-March for the March/April 2008 version.

Councilmember O'Laughlin stated that he would like to see the City newsletter proceed on a monthly basis. He noted that the City newsletter may be only one page in length during some of the months in which there is a low level of activity. Councilmember O'Laughlin believes the newsletter is necessary to educate the public about our local government as well as other community activities. He cited the recent DFL and Republican caucuses that were held in which he believed citizens were somewhat confused about the nomination process for elected officials. Councilmember Lies inquired about a possible joint effort with the Chamber of Commerce to assist financially. Councilmember Underferth commented that she would prefer to avoid Chamber participation due to the perception of advertising and promotion of certain businesses. Mayor Meger commented that it would be acceptable to have the smaller, brief one-page monthly newsletters on those months that deem it necessary.

It was the consensus of the Council to direct staff to proceed with a monthly newsletter.

### **9. ADMINISTRATION.**

#### **9.1. Upcoming Meetings.**

- 1. Design Committee 6:00 p.m. Thursday, February 21, 2008**
- 2. Visioning & Team Building, Carl Neu, Friday, February 22 & Saturday, February 23.**
- 3. Park Board, 5:30 p.m., Monday, February 25.**
- 4. EDA/Chamber Awards Banquet, 6:00 p.m., Monday, February 25.**
- 5. Design Committee, 6:00 p.m., Tuesday, February 26, tentative.**
- 6. Public Works, 9:30 a.m., Friday, February 29.**

The Council was reminded of the upcoming meetings as listed.

### **10. ADJOURN.**

MOTION by Councilmember Lange, second by Councilmember O'Laughlin, to adjourn at 6:31 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,  
Patricia Krings  
Recording Secretary