

**BELLE PLAINE DESIGN COMMITTEE
REGULAR MEETING
NOVEMBER 4, 2019**

PLEDGE OF ALLEGIANCE.

President Krant led those present in the Pledge of Allegiance.

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Design Committee conducted a Regular Meeting on Monday, November 4, 2019 at City Hall, 218 North Meridian Street, Belle Plaine, Minnesota. President Krant called the meeting to order at 5:15 PM with Commissioners Kathy Joerg, Patricia Krings, Linda Lawler, and Benjamin Ogata present. Council Liaison LeMieux were not present.

Also present were City Administrator Dawn Meyer, Community Development Director Smith Strack and Finance Director Amy Jirik.

2. APPROVAL OF AGENDA.

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

3. APPROVAL OF MINUTES.

MOTION by Commissioner Krings, second by Commissioner Joerg, to approve the regular session meeting minutes of June 3, 2019 and the regular session meeting minutes of July 1, 2019 as presented. ALL VOTED AYE. MOTION CARRIED.

4. BUSINESS.

4.1. Meeting Schedule.

The agenda topic was introduced by President Krant.

Smith Strack explained the Design Committee, as historically administered, has met on a monthly basis. Recently a lack of actionable agenda items and enrichment interests has led to cancellation of regularly scheduled meetings. Smith Strack opined this may have inadvertently led to concern or miscommunication pertaining to meeting schedule. In an effort to help ensure productive use of appointed officials time, staffing resources, and annual per diem budgeted expenses and not 'meet for the sake of meeting' it is recommended in the future DC meetings be held on an 'as needed' basis verses a regular monthly meeting. The City Council discussed this item at a recent work session in the context of reviewing boards, committees, and commissions and had concurred. Smith Strack encouraged Committee Members to contact her with any questions or comments that may arise between meetings.

Krings noted the proposed change was reasonable. Joerg noted she favored not meeting for the sake of meeting.

Joerg inquired as to the status of the entry signs. Smith Strack clarified Joerg was referring to the signs the DC had worked on and not the former Chamber of Commerce sign. Joerg confirmed. Smith Strack noted the Public Works Committee had reviewed the design and sought bids but the vertical member (metal) was cost prohibitive. Joerg expressed hope the Public Works Committee would continue to discuss options as the DC had invested time and resources in developing the concept.

5. ADMINISTRATIVE REPORTS.

5.1. Commissioner Comments.

No comments were made.

5.2. Upcoming Meetings.

1. Next Regular Meeting, As Needed.

Krant noted Highway 25 overhead lights were out. Meyer stated Xcel was aware of the problem which was caused by flooding earlier this year. Until conditions improve remedying the problem is not feasible due to river levels.

Joerg opined interchange lighting is low when traveling on Highway 169, especially at Enterprise bridge. Smith Strack stated MnDOT had jurisdiction and light levels were not under the City's purview. Smith Strack noted she would mention the concern in the event of future meetings with MnDOT representatives.

Krant asked if staff had had discussions with Ken Meger pertaining to his property at Church and Meridian Streets. Smith Strack requested clarification. Krant referred specifically to a sign at the building. Smith Strack noted she had reached out to Mr. Meger after a previous meeting and the structural portion of the sign which was of concern had been remedied. Smith Strack noted content or lack thereof on a sign was not subject to regulation. Strack noted that Mr. Meger had attended an informational meeting and expressed interest in potential rehabilitation effort through the Small Cities Development Grant Program, should the City receive a grant.

5. ADJOURNMENT.

MOTION by Commissioner Krings, second by Commissioner Joerg to adjourn the meeting at 5:25 PM.
ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Cynthia Smith Strack
Acting Recording Secretary