

## **TUESDAY, JANUARY 10, 2017 COLD SPRING CITY COUNCIL MINUTES**

The meeting was called to order by Mayor Dave Heinen at 6:30 p.m. The following City Council members were found to be present: Mayor Dave Heinen, and Council Members Jayme Knapp, Doug Schmitz and Gary Theisen. Others present: Brent Neisinger, Scott Bender, Nikki Holthaus, Margaret Wolf, Bruce Conrad, Lela Culligan, Eric Walberg, Cindy Walberg, Amanda Schindele, Kelly Plekkenpol, Dan Steil, Dan Soldner, Jim Kraemer, Netti Heinen, Alex Heinen, Deb Hansen, Cyril Erkens, John Kahlert, Marie Kahlert, Jon Stueve, Brian Lintgen, Tom LaGassa, Jess Hess, Jeff Illies, Jen Illies, Brady Goebel, Jason Spoden, Jason Blum, Tammy Paczkowski, Heidi Stalboerger, Ann McGee, and Angie Mueller.

### **Oaths of Office**

City Administrator Brigid Murphy administered the Oath of Office to swear in Mayor Dave Heinen. Mayor Dave Heinen then administered the Oath of Office to Council members Jayme Knapp and Doug Schmitz.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE THE AGENDA OF THE JANUARY 10, 2017 CITY COUNCIL MEETING. MOTION PASSED 4-0.

### **CONSENT AGENDA**

A. Minutes – January 8, 2016 & December 27, 2016

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE THE MINUTES OF THE JANUARY 8, 2016 AND DECEMBER 27, 2016 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.

B. One-Day Gambling License, Stearns County Thunderin' Toms

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE FORM LG220 APPLICATION FOR EXEMPT PERMIT TO CONDUCT ONE-DAY GAMBLING FOR STEARNS COUNTY THUNDERIN' TOMS FOR A RAFFLE TO BE HELD APRIL 7, 2017 AT THE GREAT BLUE HERON; FURTHERMORE TO WAIVE THE 30 DAY WAITING PERIOD FOR SAID PERMIT. MOTION PASSED 4-0.

C. Off-Site Gambling License, Richmond Lions

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE FORM LG230 APPLICATION TO CONDUCT OFF-SITE GAMBLING FOR THE RICHMOND LIONS FOR A RAFFLE TO BE HELD APRIL 2, 2017 AT THE AMERICAN LEGION POST 455; FURTHERMORE TO WAIVE THE 30 DAY WAITING PERIOD FOR SAID PERMIT. MOTION PASSED 4-0.

### **PUBLIC HEARING ON BUSINESS SUBSIDY FOR SALE OF PROPERTY IN THE BUSINESS PARK**

Mayor Heinen opened the public hearing at 6:35 p.m. Brent Neisinger from Cold Spring Brewing Company explained their plan to purchase land in the Cold Spring Business Park to the west of their existing buildings to accommodate an expansion for their processing. He stated that beer would continue to be processed at the downtown facility, but all other beverages would be produced in the new expanded building. The following audience members commented during the hearing: John Kahlert, Cyril Erkens, Margie Wolf, Ann McGee, Heidi Stalboerger, Jim Kraemer, Kelly Plekkenpol, Bruce Conrad, Eric Walberg and Deb Hansen. The summation of their comments were concerns about traffic, noise, proximity to residential property, lighting, odor, buffers, and home values. The Brewery officials took their concerns into consideration. Several members of the audience requested to be kept inform of the plans moving forward and be allowed to provide input. The public hearing was closed at 7:45 p.m. Members of the City Council stated they were supportive of the Brewery's expansion plans and sale of the property to them.

### **RESOLUTION NO. 2017-01 APPROVING THE BUSINESS SUBSIDY AND SALE OF BUSINESS PARK LOTS TO COLD SPRING BREWING COMPANY**

MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO APPROVE RESOLUTION NO. 2017-01, A RESOLUTION APPROVING A BUSINESS SUBSIDY TO THE COLD SPRING BREWING CO. FOR SALE OF PROPERTY IN THE COLD SPRING BUSINESS PARK. MOTION PASSED 4-0.

### **ANNUAL APPOINTMENTS FOR 2017 RESOLUTION NO. 2017-02**

Murphy explained that the Park Board, Planning Commission and EDA had openings and that applications had been received and interviews conducted. She stated the following recommendations for the open seats: Wayne Cymbaluk for Park Board, Tom LaGassa for Planning Commission, Lela Culligan and Jim Kraemer for EDA. The various other appointments were discussed and agreed by the Council: Jayme Knapp – Acting Mayor, Jayme Knapp – Tri City Cable Commission City Council Liaison, Dave Heinen- Park Board Liaison, Gary Theisen – Rocori Trail Construction Board Liaison, Doug Schmitz – Planning Commission Liaison, and EDA Liaison – Gary Theisen.

MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO APPOINT TOM LAGASSA TO THE PLANNING COMMISSION FOR A TERM EXPIRING DECEMBER 31, 2019. MOTION PASSED 4-0.

MOTION WAS MADE BY SCHMITZ, SECONDED BY THEISEN, TO APPOINT LELA CULLIGAN TO THE EDA FOR A TERM EXPIRING DECEMBER 31, 2017 AND JIM KRAEMER TO THE EDA FOR A TERM EXPIRING DECEMBER 31, 2022. MOTION PASSED 4-0.

### **OPEN COUNCIL SEAT DISCUSSION**

Murphy explained that the Council had options on how to fill the seat that is vacant due to Dave Heinen being elected Mayor. She explained that the Council has the ability to make an appointment or could accept applications for the position. Mayor Heinen stated that he would be in favor of appointing Fran Ramler. Schmitz stated he would like to open the position for applications since there were other candidates in the election that did not win a seat. The Council decided to open the position and accept applications until January 19<sup>th</sup> and that they would conduct interviews and make an appointment at the January 24<sup>th</sup> Council meeting.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE RESOLUTION NO. 2017-03, A RESOLUTION DECLARING A VACANCY ON THE COLD SPRING CITY COUNCIL. MOTION PASSED 4-0.

### **APPROVE ORDINANCE NO. 353**

Murphy explained that an ordinance amendment is necessary to adjust the water and sewer utility rates as proposed and discussed during the presentation of the Utility Rate Study on December 13, 2016.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE ORDINANCE NO. 353 AMENDING THE CITY CODE OF COLD SPRING BY ADJUSTING WATER AND SEWER RATES. MOTION PASSED 4-0.

### **ADOPTION OF 2017 FEE SCHEDULE – ORDINANCE NO. 354**

Murphy explained that there were several fees that staff had recommended increasing including Park Rental, TIF, and Vacation. She stated that there is currently a vacation application that is being processed and she requested approval to charge the 2017 fee for it since the application falls in between 2016 and 2017.

MOTION MADE BY THEISEN, SECONDED BY SCHMITZ, TO ADOPT ORDINANCE NO. 354, AN ORDINANCE AMENDING THE CITY CODE OF COLD SPRING BY ADJUSTING VARIOUS RATES AND FEES. MOTION PASSED 4-0.

MOTION MADE BY KNAPP, SECONDED BY THEISEN, TO APPROVE CHARGING THE 2017 FEE FOR THE VACATION APPLICATION THAT IS CURRENTLY BEING REVIEWED AND PROCESSED BY STAFF. MOTION PASSED 4-0.

### **PUBLIC WORKS DIRECTOR REPORT**

A. Salt Purchase of 2 Loads of Salt at \$2,300 Per Load

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE THE PURCHASE OF SALT FOR A TOTAL COST OF \$4,600.00 FROM THE STREETS DEPARTMENT BUDGET LINE ITEM 11-50-51-6315. MOTION PASSED 4-0.

B. Purchase of New Half Ton Pickup from Blattner Energy in Avon for Streets and Water Departments

Stueve explained that the recommended purchases would replace the Public Works Director's Equinox and Public Works Technician Pete Weber's truck. He stated that they are both 2014 half ton crew cabs in excellent condition.

MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO APPROVE THE PURCHASE OF ONE HALF TON PICKUP FROM BLATTNER ENERGY OF AVON FOR A TOTAL COST OF \$19,500.00, SPLITTING THE COST FROM BUDGET LINE ITEM 6413 BETWEEN STREETS AND WATER 50% EACH. MOTION PASSED 4-0.

C. Purchase of New Half Ton Pickup from Blattner Energy in Avon for Public Works Director

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE THE PURCHASE OF ONE HALF TON PICKUP FROM BLATTNER ENERGY OF AVON FOR A TOTAL COST OF \$20,000.00, SPLITTING THE COST FROM BUDGET LINE ITEM 6413 FROM STREETS, WATER AND SEWER 1/3 EACH. MOTION PASSED 4-0.

D. Well Water Update

Stueve stated that he met with the City Engineer to revise the original bonding request for \$8.3 million for the new well and water treatment plant. He stated the revised request is now for \$4.66 million and that it was sent to Representative Howe to be presented to the legislature for the bonding bill this year.

**CITY ENGINEER REPORT**

**A. CSAH 2/Red River Avenue Update and Work Order Approval**

Lintgen explained that the work order is for additional detour and traffic control signage that was requested as part of the CSAH 2 project. He stated that the total amount of \$7,327.78 would be split evenly between the County and City. MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE THE WORK ORDER FOR ADDITIONAL DETOUR AND TRAFFIC CONTROL SIGNAGE REQUESTED AS PART OF THE PROJECT IN THE AMOUNT OF \$3,810.45. MOTION PASSED 4-0.

**B. Main Street Update**

Lintgen explained that he would have plans to present at the next meeting and the project was still on schedule to go out to bid on January 31<sup>st</sup>.

**C. SW Stormwater Infiltration Project Update**

Lintgen stated that the grants have been finalized to get reimbursements. He stated that touchup work will occur in the spring.

**POLICE DEPARTMENT REPORT**

**A. Monthly Call Updates**

Acting Chief Jason Blum presented the department activity for the month of November.

**B. Temporary Position Discussion**

Acting Chief Blum stated that since it will likely be several months before the Chief position will be filled permanently, he would like to move forward providing structure in the department by appointing an interim Sergeant. He recommended Investigator Jason Spoden for the position. He explained that in the past the interim pay rate has been adjusted by taking half of the difference in the pay rate of the current position and position being appointed to.

MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO APPOINT INVESTIGATOR JASON SPODEN TO THE POSITION OF INTERIM SERGEANT AND ADJUST HIS PAY RATE ACCORDINGLY. MOTION PASSED 4-0.

Acting Chief Blum went on to explain that with the open full-time position on the roster it has been customary to appoint one of the part-time officers to a temporary full-time position. He stated that part-time officers are already allowed to work 38 hours in a week but by approving the temporary full-time position they would be allowed to work 40 hours a week, but would receive no benefits. He stated his recommendation to appoint Brady Goebel to this position. The Council was supportive of the recommendation.

**C. Retirement Badge Discussion**

Acting Chief Blum explained that with the recent retirement of Chris Boucher, the discussion of providing a retirement badge to officers has come up. He stated that the cost of a badge is \$130.00 and that the City owns the badges and therefore employees have to turn them in upon ending their employment. He stated that other agencies have provided retirement badges to officers for their years of service and proposed having it set into a plaque or stone so that it cannot be removed.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO PROVIDE A RETIREMENT BADGE TO CHRIS BOUCHER FOR HIS YEARS OF DEDICATED SERVICE. MOTION PASSED 4-0.

**CITY ADMINISTRATOR REPORT**

**A. CEDS Update**

Murphy explained that she attended the meeting regarding the development of a Community Economic Development Strategy for Stearns, Benton, Sherburne and Wright County Development Region. She explained they would be looking for stakeholders to participate in meetings going forward in four key areas of development. She also stated that the City of Melrose would like the City of Cold Spring to co-host a meeting on one of the key areas of development. The Council was supportive of co-hosting the meeting.

**B. Sledding Hill Agreement Update**

Murphy explained that the agreement terms have not been modified, only the party name on the agreement has been change to the A&D Backes Partnership.

MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO APPROVE SIGNING THE REVISED SLEDDING HILL AGREEMENT WITH THE A&D BACKES PARTNERSHIP. MOTION PASSED 4-0.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$612,666.58 AND SUPPLEMENTAL LIST TOTALING \$39,003.58 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

**ADJOURN**

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO ADJOURN AT 8:40 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

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Dave Heinen, Mayor

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Brigid Murphy, City Administrator