

TUESDAY, JANUARY 25, 2022 COLD SPRING CITY COUNCIL MEETING 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 Mike Fall, Fran Ramler, and Doug Schmitz. Council members present by video: Shannon Miller. Absent: none. Others present: Brigid Murphy, Jon Stueve, Brian Lintgen, Dan Weber and Joe Jelovnick.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE THE AGENDA OF THE JANUARY 25, 2022 CITY COUNCIL MEETING AS PRESENTED. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER, AND SCHMITZ. NAYES - NONE. MOTION PASSED UNANIMOUSLY.

CONSENT AGENDA

A. Minutes – January 11, 2022 Regular Meeting

B. Ducks Unlimited Rich-Spring Chapter 119, LG220 Application for Exempt Permit, Raffle to be held April 2, 2022 at The Great Blue Heron

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE THE CONSENT AGENDA AS PRESENTED. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

ORDINANCE NO. 389, ADJUSTING THE WATER RATES

Murphy explained that as per Council direction staff had adjusted the rates for the usage rates instead of the flat rate for the water rate increases. The Council was provided with an updated version of the projected cash flow for the water fund with these figures added in.

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE ORDINANCE NO. 389, AN ORDINANCE ADJUSTING THE WATER UTILITY RATES. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

SALE OF LOT IN BUSINESS PARK TO BRENTON KENT

Murphy explained that the EDA had recommended the sale of two lots in the Business Park to Brenton Kent at a cost of \$1.00 per square foot and waiving the assessments on the lots, which has been done for the other lot sales in the last five years. She stated that Brenton Kent is proposing to build storage facilities on the lots.

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO APPROVE THE SALE OF LOT 7 AND LOT 8, BLOCK 2, COLD SPRING BUSINESS PARK TO BRENTON KENT AS RECOMMENDED BY THE COLD SPRING ECONOMIC DEVELOPMENT AUTHORITY.

ROLL CALL VOTE, AYES – MILLER, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

RESOLUTION NO. 2022-03, A RESOLUTION APPROVING OF A LOT CONSOLIDATION BY CSEDA AND BRENTON KENT

Murphy explained that the Planning Commission had reviewed the lot consolidation and recommended approval of it. She stated the lot consolidation is being requested so that the internal lot line between the two lots would be removed and the storage facility building can be built over it. She stated that there will be only one driveway to the property and that it will be off of 10th St NE.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2022-03, A RESOLUTION APPROVING A LOT CONSOLIDATION FOR THE COLD SPRING EDA AND BRENTON KENT. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

PUBLIC HEARING ON RESOLUTION NO. 2022-04, A RESOLUTION VACATING UTILITY AND DRAINAGE EASEMENTS ON LOT 7 AND LOT 8, BLOCK 2, COLD SPRING BUSINESS PARK – CSEDA AND BRENTON KENT

Mayor Heinen opened the public hearing at 6:37 p.m. Murphy explained that since the two lots have been consolidated the drainage and utility easements, along what was the shared lot line, are being requested to be vacated so that the building can be constructed over them. She stated that there was one utility that provided comments about two stubs which turned out not to be on this lot. Mayor Heinen called three times for comments, after hearing none, the public hearing was closed at 6:38 p.m.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2022-04, A RESOLUTION VACATING UTILITY AND DRAINAGE EASEMENTS ON LOTS 7 AND 8, BLOCK 2, COLD SPRING BUSINESS PARK. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSES UNANIMOUSLY.

FIRE DEPARTMENT REPORT

A. Accept Resignation of Brady Winkels

Chief Weber explained that Winkels had submitted his resignation in December due to moving out of the area and that he had served just over a year on the department.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO ACCEPT THE RESIGNATION OF BRADY WINKELS AND THANK HIM FOR HIS SERVICE. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

B. Request to Advertise to Hire Four Firefighters

Chief Weber requested to advertise for the hiring of four firefighters. He stated when all four spots are filled they would be back to having 30 members on the department. The Council agreed they would decide at a later date as to which Council members would serve on the hiring committee.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO AUTHORIZE THE FIRE CHIEF TO ADVERTISE TO HIRE FOUR FIREFIGHTERS FOR THE COLD SPRING FIRE DEPARTMENT. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

C. Request Council Endorsement for the 2022 Annual Firefest

Chief Weber explained that they would like to host the Firefest event for 2022 on Saturday, July 23rd. He stated that the performing acts have been secured and will be announced in the next few weeks.

MOTION WAS MADE BY FALL, SECONDED BY MILLER, TO ENDORSE THE FIRE DEPARTMENT RELIEF ASSOCIATIONS ANNUAL FIREFEST EVENT, PROVIDED THE EVENT IS FUNDED THROUGH THE ASSOCIATIONS GENERAL FUND. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

D. Monthly Reports

Chief Weber stated that there have been 32 calls so far for the month of January 2022.

E. Other

Chief Weber stated that Boy Scouts Troop 15 cleared snow away from 135 fire hydrants in Rockville, Cold Spring and Richmond. He thanked them for their hard work.

PUBLIC WORKS DIRECTOR REPORT

A. Request to Purchase Silversmith GIS Asset Tracking System

Stueve explained that this purchase was discussed last fall and was budgeted to be purchased in 2022. He stated that the program will be on a tablet which will be used to track infrastructure for the whole city. He stated it will be key for the mechanic to log maintenance on vehicles and to locate curb stops and hydrants.

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO APPROVE THE PURCHASE OF A SILVERSMITH GIS ASSET TRACKING SYSTEM AT A COST OF \$8,100.00 AND FURTHERMORE, THAT THE COST BE SPLIT BETWEEN FOUR DEPARTMENTS, ONE QUARTER OUT OF THE EQUIPMENT LINE ITEM #6311 FOR FIRE, STREETS AND SEWER DEPARTMENTS AND ONE QUARTER OUT OF THE WATER CAPITAL EXPENSE LINE ITEM #6413. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

CITY ENGINEER REPORT

A. Cold Spring Surface Water Management Plan Changes

Lintgen explained the proposed changes to modify the language so that the City’s policy is aligned with the Sauk River Watershed District’s policy. Lintgen stated that he would prepare a memo that can be given to developers to explain the changes to the policy.

MOTION WAS MADE BY RAMLER, SECONDED BY MILLER, TO APPROVE THE CHANGES TO THE SURFACE WATER MANAGEMENT PLAN AS PRESENTED. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

B. Project Updates

Lintgen explained that interior piping is ongoing in the Water Treatment Plant. He stated that shop drawings are being finished for the Standpipe Water Tower.

POLICE DEPARTMENT REPORT

A. Monthly Reports

Chief Blum provided a monthly report for December 2021.

B. Hiring of a Full-Time Police Officer – Alton Hegg

Chief Blum stated that the hiring committee had recommended Alton Hegg for the full-time position and the background check process on him has been completed.

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO APPROVE THE HIRING OF ALTON HEGG AT THE STARTING STEP OF THE PAY SCALE, \$26.65. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

C. Body Worn Camera Policy Public Hearing Date

Chief Blum explained that a public hearing is required to notify and allow the public to comment on the departments body camera policy as a first step in the process of implementing body worn cameras. He stated the proposed policy is posted on the city website, and that it was modeled after the policy provided by the League of Minnesota Cities. The public hearing date is set for February 8, 2022 at 6:30 p.m.

D. Community Policing Agreement Update

Chief Blum stated that the next meeting will be on February 16th and they are moving closer to a final document for the Council to review. He stated there has been good discussion on both sides.

CITY ADMINISTRATOR REPORT

A. Contract with DeYoung Consulting for Diversity and Inclusion Facilitation Services
MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE THE CONTRACT WITH DEYOUNG CONSULTING AND AUTHORIZE THE MAYOR TO SIGN ON BEHALF OF THE CITY. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER AND SCHMITZ. NAYES – RAMLER. MOTION PASSED 4-1.

B. Request to Engage DDA for the Classification and Compensation Study
Murphy explained that the Classification and Compensation Study had been discussed during the budgeting process and was budgeted for in 2022. She reminded the Council that it was also mentioned in her performance review. Several Council members stated their opposition to doing a study where an outside firm was used to review the job descriptions, and were concerned about what other cities would be used as a comparison.
MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO APPROVE THE REQUEST TO ENGAGE DDA FOR THE CLASSIFICATION STUDY AT A COST OF \$8,100.00 AND FURTHERMORE, TO BE PAID OUT OF THE GENERAL GOVERNMENT BUDGET LINE ITEM #7111. ROLL CALL VOTE, AYES – HEINEN, MILLER, AND RAMLER. NAYES – FALL AND SCHMITZ. MOTION PASSED 3-2.

C. Scope of Work Change #2 to Allow for a Feasibility Study for a New Fire Station and Renovations to City Hall
Murphy explained that the original contracts with Wendel did not include the new direction that the Council had most recently decided to move towards.
MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO APPROVE THE SCOPE OF WORK CHANGE #2 TO ALLOW WENDEL TO CONDUCT NEW FEASIBILITY STUDIES. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

D. Additional Construction Committee Appointments for Feasibility Studies by Wendel
Murphy stated that Wendel had indicated that the construction committee should be formed so that they can participate in Task A, which will be initial programing. Murphy stated the Council would need to determine how they would appoint additional members to the construction committee. She offered to advertise for the additional members, but needed direction from the Council. The Council agreed that additional members would need to be either a city resident or an owner of property in the City. The Council directed staff to advertise that those interested in serving on the committee should indicate their interest to Murphy by Friday, February 4th at noon.
MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO ESTABLISH A CONSTRUCTION COMMITTEE CONSISTING OF CHIEF BLUM, CHIEF WEBER, BRIGID MURPHY, TWO CITY COUNCIL MEMBERS AND THREE CITIZENS. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO APPOINT COUNCILOR SCHMITZ AND COUNCILOR RAMLER AS THE TWO CITY COUNCIL MEMBERS FOR THE CONSTRUCTION COMMITTEE. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

COMMISSION UPDATES

A. Planning Commission & EDA
Mayor Heinen and Councilor Schmitz stated that the Planning Commission had a joint meeting with the EDA to discuss the lot sale and lot consolidation in the Business Park. Mayor Heinen stated that the Pints and Policy event will be coming up next week, which is part of the Comprehensive Plan update.

B. Park Board

Councilor Schmitz stated that the Park Board has not met.

C. Rocori Trail Construction Board

Councilor Schmitz stated that the agreement with Stearns County has been signed. He stated that in the next few weeks staff will begin cutting the necessary trees along the trail corridor.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$491,849.72 AND SUPPLEMENTAL LIST TOTALING \$214,489.16 AS PRESENTED BY CITY STAFF. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

ADJOURN

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO ADJOURN AT 7:48 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. ROLL CALL VOTE, AYES – FALL, HEINEN, MILLER, RAMLER AND SCHMITZ. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

David Heinen, Mayor

Brigid Murphy, City Administrator