

WEDNESDAY, OCTOBER 11, 2023 COLD SPRING CITY COUNCIL MEETING MINUTES

Mayor Dave Heinen called the meeting to order at 6:30 p.m. The following members were found to be present: Mayor Dave Heinen and Council Members Mike Fall, Ryan Hennen, Fran Ramler and Doug Schmitz. Absent: None. Others present: Kris Dockendorf, Jon Stueve, Jason Blum, Sam Butler, Cliff Johnson, Dan Weber and Joe Jelovnick. Present by video: George Schnepf and Ted Hubbes.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE THE AGENDA OF THE OCTOBER 11, 2023 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

OPEN PUBLIC FORUM

Cliff Johnson from the Cold Spring Area History Museum stated that their annual meeting would feature Greg Flint from Coldspring as the speaker and will take place at the Rockville Church Parish Center. He stated that on November 8th they will be cohosting with the Cold Spring Friends of the Library a presentation from Minnesota Author Doug Ohman about Minnesota's role in the Civil War.

CONSENT AGENDA

A. Minutes – September 27, 2023

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED 5-0.

APPROVE RESPONSE ACTION PLAN AND ENROLLMENT PBP AND VIC PROGRAM

Ted Hubbes from Braun Intertec explained that a Phase I and II Environmental Study had been completed on the property. He stated that the contaminants identified were not serious but the low levels would require management of the soils. He stated a construction contingency plan would be needed to deal with unexpected items and that they would work with the building design team to manage soils at the site if possible. George Schnepf stated that Coldspring would pay for the charges for transporting contaminated soils and the landfill disposal costs. He stated they would not cover the loading of the soils or the costs for filling in what's been taken out. He stated that they have \$25,000 budgeted for the transport and landfill costs and if that entire amount doesn't get reached for the disposal costs, they would commit the remaining amount towards other fees at the site.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE HIRING BRUAN INTERTEC TO PREPARE A RESPONSE ACTION PLAN/CONSTRUCTION CONTINGENCY PLAN ACCORDING TO THE PROPOSAL DATED SEPTEMBER 15, 2023 FOR THE PROPOSED FIRE STATION LOT AT 109 MAIN ST, AND TO ENROLL IN THE MPCA'S PETROLEUM BROWNFIELDS PROGRAM AND THE VOLUNTARY INVESTIGATION AND CLEAN UP PROGRAM; FURTHERMORE, TO AUTHORIZE THE MAYOR TO SIGN THE PROPOSAL ON THE CITY'S BEHALF. MOTION PASSED 5-0.

RESOLUTION NO. 2023-27 ADOPTING STEARNS COUNTY EMERGENCY MANAGEMENT HAZARDOUS MITIGATION PLAN

Dockendorf explained that Stearns County had requested that all local jurisdictions approve the proposed mitigation plan so that they would be eligible for grants from FEMA if a disaster would occur in our area.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE RESOLUTION NO. 2023-27, A RESOLUTION ADOPTING THE STEARNS COUNTY ALL-HAZARD MITIGATION PLAN. MOTION PASSED 5-0.

FIRE DEPARTMENT REPORT

A. Approval to Hire Three Firefighters

Chief Weber explained his recommendation to hire the three candidates that were interviewed and completed the agility tests. He stated that with these hires, their total number of personnel will be 29. He stated there will likely be additional openings for firefighters in January of 2024.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE THE FIREFIGHTER COMMITTEE'S RECOMMENDATION TO HIRE JASON BUERMAN, BRANDON ZENNER, AND KEVIN HEINEN, CONTINGENT UPON SUCCESSFUL PASSING OF THEIR PHYSICAL EXAMINATION. MOTION PASSED 5-0.

B. Other

Chief Weber stated there have been 475 calls to date for this year. He stated that this week is Fire Prevention Week and urged the public to check the batteries in their smoke detectors and practice their fire safety plans at home.

PUBLIC WORKS DIRECTOR REPORT**A. Updates**

Stueve explained that there was an emergency situation and he needed to replace a bad heater in the preliminary building at wastewater due to it being essential.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE THE PURCHASE OF A HEATER AT THE PRELIMINARY BUILDING AT WASTEWATER, FROM WEIDNERS FOR \$3,519.00 WITH THE FUNDS BE DRAWN FROM THE EQUIPMENT REPAIR AND UPKEEP LINE ITEM FOR WASTEWATER. MOTION PASSED 5-0.

B. New Maintenance Shop

Stueve explained that three options being considered and their costs for the new Maintenance Shop. He stated for the concrete tip up panel style structure the cost would be \$2.5 million, for a Morton Building the cost would be \$1.25 million, and a pole shed style structure the cost would be approximately \$1 million. The Council discussed the options and several agreed that they would like to keep the work local if possible. The ultimately directed Stueve to get and updated quote from Jerry Haus for the pole shed style building and for it to include the option similar materials and for it to specify the warranty.

CITY ENGINEER REPORT**A. Resolution No. 2023-28 Scheduling a Public Hearing for Proposed Assessments**

City Engineer Sam Butler explained the proposed date for the public hearing for the 2023 Improvements on November 8th at 5 pm. He stated that a notification would be mailed to the property owners on the improvement project, advising them of the hearing along with their final assessment amount.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE RESOLUTION NO. 2023-28, A RESOLUTION SCHEDULING A PUBLIC HEARING FOR THE PROPOSED ASSESSMENTS FOR THE 2023 IMPROVEMENTS PROJECT. MOTION PASSED 5-0.

B. 2023 Improvements Project Change Order #2

Butler explained that this change order does not include the second round of granite blasting that was needed, that will be on an upcoming change order #3. He stated that these costs are assessable.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE CHANGE ORDER #2 FOR ADDITIONAL COSTS RELATED TO SOIL CONTAMINATION, GRANITE REMOVAL, AND UTILITY INSTALLATION ADJUSTMENTS. MOTION PASSED 5-0.

C. Resolution No. 2023-29 Lift Station No. 1 Rehabilitation

Dockendorf explained that that costs for the rehabilitation project can be paid for from the sewer fund balance which is at approximately \$7-8 million. She stated that this is a very active fund with money coming in and going out, but that there will be funds in it to pay for the estimated \$1.5 million project without having to bond for it.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE RESOLUTION NO. 2023-29, A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDER ADVERTISING FOR BIDS FOR THE LIFT STATION NO. 1 REHABILITATION PROJECT. MOTION PASSED 5-0.

POLICE DEPARTMENT REPORT**A. Updates**

Chief Blum stated that he had received notification from the City Attorney that they are no longer able to handle the City criminal prosecution work load. He stated that they have been advertising for hiring additional staff but they haven't received any qualified applicants. Chief Blum stated that two possible options would be contracts with either Stearns County Attorney's Office or St. Cloud City Attorney's Office. He stated he hopes to have more information on moving forward by the end of the month, and that the current firm will continue providing service until other coverage is obtained.

B. Other

Chief Blum reminded the public to renew their dog licenses and to make sure their pets are current on their

vaccinations. He explained that there had recently been two dog bite calls and reminded everyone to keep their pets on their own property. Chief Blum also updated the Council on a bandwidth issue that is being worked on for technology needs in the department.

CITY ADMINISTRATOR REPORT

A. Change December 13, 2023 Meeting Time – Revised Resolution No. 2023-24

Dockendorf stated that the Truth in Taxation Hearing scheduled for the December 13, 2023 meeting cannot be held before 6:00 p.m. She proposed moving the time of the meeting from 5 p.m. as regularly scheduled, to instead be at 6:00 p.m.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE CHANGING THE TIME OF THE DECEMBER 13, 2023 COUNCIL MEETING TIME FROM 5:00 P.M. TO 6:00 P.M., AND TO APPROVE REVISED RESOLUTION NO. 2023-24, WHICH REFLECTS THE REVISED MEETING TIME. MOTION PASSED 5-0.

B. Payment for Parking Lot Improvements

Dockendorf explained that although the improvements to the lot were approved, it was not specified which fund it would be paid from. She proposed taking the funds from the Future Capital Expenditures Fund which has a balance of half a million dollars.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO PAY FOR THE IMPROVEMENTS TO THE CITY HALL NORTH PARKING LOT FOR ADA COMPLIANCE PER RESOLUTION NO. 2023-25 FROM THE FUTURE CAPITAL IMPROVEMENTS FUND, CAPITAL EXPENDITURES LINE ITEM #6413. MOTION PASSED 5-0.

C. Schedule Special Council Meeting with Townships

Dockendorf explained that a special meeting is needed to discuss with the townships the proposed 2024 budget.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO SCHEDULE A SPECIAL CITY COUNCIL MEETING FOR OCTOBER 26, 2023 AT 6:30 P.M. IN THE COLD SPRING FIRE HALL MEETING ROOM, TO HOLD THE ANNUAL MEETING WITH WAKEFIELD, COLLEGEVILLE AND LUXEMBURG TOWNSHIPS. MOTION PASSED 5-0.

D. Update on Refuse Haulers

Dockendorf explained that she had talked with both of the licensed refuse haulers. She had learned that there is a process and a public hearing is required for a City to switch to organized collection. She stated that both haulers and their attorneys would need to meet and agree on a refuse hauling rate. Their percentages of customers would remain the same but the City would be split and the haulers would be tied to one geographic area of the City, so that no one hauler loses business. The Council discussed that the potential loss on competition pricing, and all agreed that their goal would be to have less truck traffic on the streets. Several members of the Council thought that the current system is not broken, that there are just as many delivery trucks that make an impact on the streets and that other modifications such as compost options and pick up methods should be considered instead of moving to a single hauler system. Dockendorf stated that if the above process didn't work out, then the City can go to one hauler. She stated she would be doing further research into the statute and talk to other cities that have a one hauler system.

E. Planning and Zoning Administration Proposals

Dockendorf explained that she got a cost proposal from CEDA for planning and zoning administration, and that she would like to get a proposal from one additional company before presenting the options.

F. Other

Dockendorf stated that several staff members would like to look at revisions to their job descriptions and duties. She proposed having a workshop for the discussion. The Council stated they would take the issue up at a regular meeting and that they would like to see the current versions and the proposed changes to the job descriptions and duties before the meeting and that they would like to have it on the next agenda.

G. BNSF Land

Dockendorf stated that she continues to contact BNSF about the piece of land next to the proposed site for a new library. She stated that it was June 22nd when she first contacted them about it and they had given an estimate of

120 days for a timeline of how long it would be under review. She stated October 22nd is the date that she hopes to have an answer from them.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$1,322,596.59 AND SUPPLEMENTAL LIST TOTALING \$28,873.31 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO ADJOURN AT 6:13 P.M. SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

David Heinen, Mayor

Kris Dockendorf, City Administrator