

TUESDAY, NOVEMBER 10, 2020 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 Jayme Knapp, Shannon Miller and Doug Schmitz. Present by video: Council Member Gary Theisen. Absent: none. Others present: Brigid Murphy and Brian Lintgen.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE THE AGENDA OF THE NOVEMBER 10, 2020 CITY COUNCIL MEETING AS PRESENTED. ROLL CALL VOTE, AYES – MILLER, SCHMITZ, KNAPP, THEISEN AND HEINEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

CONSENT AGENDA

A. Minutes – October 27, 2020

B. Schedule Delinquent Utilities Public Hearing, December 8, 2020

C. Canvass Results of the 2020 General Election

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

RESOLUTION NO. 2020-60, CARES ACT EXPENDITURES

Murphy stated this is the final list of expenditures for the CARES Act funds. She stated that a few items are still on order or waiting to be received, but funds have all been used.

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE RESOLUTION NO. 2020-60, A RESOLUTION APPROVING OF ELIGIBLE CARES ACT EXPENDITURES. ROLL CALL VOTE, AYES – MILLER, SCHMITZ, KNAPP, THEISEN AND HEINEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

BOOM TRUCK USE AGREEMENT – CITY OF RICHMOND

Murphy explained that the City of Richmond has paid for and drafted an agreement to use the City of Cold Spring's boom truck. She explained that in the past City of Cold Spring staff would provide and operate the truck in the City of Richmond to assist with them putting up decorations and lights. She stated that this agreement will allow for trained staff from the City of Richmond to use the truck and for them to provide insurance covering the truck while they are using it.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE ENTERING INTO AN AGREEMENT WITH THE CITY OF RICHMOND FOR USE OF THE BOOM TRUCK AND AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE THE DOCUMENT WHEN USE DATES ARE DETERMINED. ROLL CALL VOTE, AYES – MILLER, SCHMITZ, KNAPP, THEISEN AND HEINEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

CITY ENGINEER REPORT

A. CSAH 158/1st Street South Project

Lintgen stated that the assessment hearing is set for November 24th. Murphy discussed the assessment hearing letter and the logistics that will need to be followed for holding the meeting in the Council Chambers. Lintgen added that the electronic speed sign is being installed and should be operational soon if it isn't already.

B. Water Treatment Plant

Lintgen explained that the project is out for bid and that he has received positive feedback from contractors interested in bidding on the project.

C. Wells 8 & 9

Lintgen stated that the power line contractor will be coming in the following week to put up the lines. He stated by mid-December they should be able to test valves and test the lines.

D. Sanitary Lift Station/Water Main Project

Lintgen stated they are wrapping up the design.

E. Wastewater Pre-Treatment Project

Lintgen stated they are wrapping up the conceptual design.

F. Blue Heron Heights 4th Addition

Lintgen stated that the utilities are completely done. He stated they are installing gravel on the road surface to seal it up and the rest of the road work will be completed next spring.

CITY ADMINISTRATOR REPORT

A. Discussion of Personnel Committee or Appointment

Murphy stated that several cities have personnel committees on which Council members can participate in personnel matters and she provided several options or levels of involvement that could be developed. She also discussed that work is being done to bring the job descriptions for each position up to date and accurate. Employee issues could also be addressed by the committee, so that it doesn't have to be all on the City Administrator. Murphy stated that perhaps for next year a decision could be made and for the Council to consider what level of involvement they would like to see in the future such as a liaison format to provide assistance if and when needed on personnel issues.

B. Rocori Trail Board Discussion

Murphy stated that there are some upfront costs for permitting for the final phase of the trail. She stated that there was a large amount of money spent on legal and engineering fees in the past year for obtaining the corridor for the trail and confirmed that the legal fees are being split three ways by each of the cities. Councilor Theisen stated that legal fees can add up quickly and to be aware that it's taxpayer dollars that are funding it.

LIST OF BILLS

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$242,887.91 AND SUPPLEMENTAL LIST TOTALING \$66,653.23 PRESENTED BY CITY STAFF. ROLL CALL VOTE, AYES – MILLER, SCHMITZ, KNAPP, THEISEN AND HEINEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

ADJOURN

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO ADJOURN AT 7:02 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. ROLL CALL VOTE, AYES – MILLER, SCHMITZ, KNAPP, THEISEN AND HEINEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

Dave Heinen, Mayor

Brigid Murphy, City Administrator