

WEDNESDAY, NOVEMBER 12, 2025 COLD SPRING CITY COUNCIL MEETING MINUTES

The meeting was called to order by Acting Mayor Doug Schmitz at 5:00 p.m. The following City Council members were found to be present: Acting Mayor Doug Schmitz and Council Members Mike Fall, Ryan Hennen, and Fran Ramler. Absent: Dave Heinen. Others present: Kris Dockendorf, Sam Butler, Jason Blum, Peter Nagel, Joel Dunning, Gary Traut, Dan Frank, Tim Gillet, Chris Osby, Carol Steil, Becky Reynolds, Eric Boucher, Dick Moeller, Marie Lego, Derek Hoium, Rylan Sabo, Rebecca Posch, Jason Spoden, Nancy Loch, Ken Kraemer, Richard Tomlinson, JoAnn Gregerson, Julie Sabo, Dave Terres, Debbie Terres, and Joe Jelovnick.

APPROVAL OF THE AMENDED AGENDA

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE THE AMENDED AGENDA OF THE NOVEMBER 12, 2025 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.

CONSENT AGENDA

A. Minutes – October 22, 2025 Regular Meeting

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED 4-0.

PUBLIC HEARING FOR CITY HALL/POLICE DEPARTMENT REMODEL PROJECT

Acting Mayor Schmitz opened the public hearing at 5:01 pm. Peter Negel from HMA Architects and Joel Dunning with Wold presented the schematic design of the remodel project along with the alternative which, would remove the existing garage and add on garage stalls to the building. Gary Traut from Donlar Construction presented the preliminary estimated construction budget of \$4,273,817 based on the schematic design, and a price of \$495,748 for the attached garage alternate. He stated total project costs for the base project, including furnishings, professional services and engineering would be \$4.7 million. He spoke about various components of the building and provided an estimated timeline for the project. The following members of the public commented during the public hearing.

Dick Moeller, 501 6th Ave N – Moeller stated that there is already a percentage of the building that is evacuated, he did not see the needed to add on to the building and stated the town is not growing and talked about tax implications.

Marie Lego, 510 8th Ave N – Lego stated that the current building spaces have been too small for many years, she stated that both the Police and Administration Departments are busting at their seams for space and about population growth projections.

Derek Hoium, 200 14th St N – Hoium stated that the remodel project is needed badly and urged the Council to not cut corners on it, that it should be built to last another 40 years down the road and to trust the experts. He also talked about the need for area to process DWI arrests and evidence.

Julie Sabo, 205 16th Ave – Sabo inquired about a service agreement with Richmond and if they would help pay for the project. Acting Mayor Schmitz explained that there is currently a five year service contract with the City of Richmond for police services.

Carol Steil, non-resident – Steil stated she is not a resident but wondered if the design meets the needs of the staff. Acting Mayor Schmitz explained that the remodel committee consists of representatives from Police, City Admin, City Council, and one member of the public.

Rylan Sabo, 205 16th Ave S – Sabo inquired whether the remodel project would provide adequate space for the next 40 years. He stated that it was important to plan for the future.

Jason Spoden, City resident & Police Sergeant – Sergeant Spoden explained the members of the building remodel committee, the Richmond service contract, the growth plan, design space and the alternate garage addition.

Nancy Loch, 505 8th Ave N – Loch inquired about the percentage of increase the remodel project would have on City taxes. Dockendorf stated that the project would need to be funded by the tax payers and explained that the cost would be in the tax levy.

Richard Tomlinson, 108 River Oaks Dr – Tomlinson stated that he does not see the need for more Police space. He stated that the new Fire Hall was a waste because no one is actually ever there. He recommended taking a break in the process and added that residents are being taxed out and it isn't needed.

Ken Kraemer, 600 4th St N – Kraemer stated there should be room in the existing building for the squad cars, he felt it would be best to let the future leaders decide what is needed when the population growth changes. He also suggested turning the upper level of the old fire hall into evidence storage.

Dave Terres, 307 2nd St N – Terres stated that he did not agree with holding a public hearing and making a decision in the same meeting. He inquired about the number of DWIs processed and talked about the other City facilities buildings, including the Maintenance Shop, the Fire Hall, and upcoming Library and Wastewater Treatment projects.

JoAnn Gregerson, 812 5th St N – Gregerson stated she wanted to see a drawing that showed the two stall garage option.

Acting Mayor Schmitz called three times for further public comment, after hearing none, the public hearing was closed at 6:43 p.m.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO ACCEPT THE SCHEMATIC DESIGN OF THE CITY HALL/POLICE DEPARTMENT REMODEL PROJECT WITH A PRELIMINARY ESTIMATED CONSTRUCTION BUDGET OF \$4,273,817.00, TO APPROVE PROCEEDING WITH DESIGN DEVELOPMENT, AND NOT INCLUDE AN ALTERNATE BID FOR THE ATTACHED GARAGE. ROLL CALL VOTE, AYES – FALL, SCHMITZ, NAYES – HENNEN, RAMLER. MOTION FAILED 2-2.

Acting Mayor Schmitz stated that he would like to see the sizes of the spaces on the schematic design as he felt that the sizes could be reduced so that garage space for squads could be included in the existing footprint. Councilor Ramler stated the committee had been through that several times and the sizes are already reduced. Councilor Fall stated that he was not in favor of tearing down the existing garage. Councilor Hennen stated that he wasn't sure that building a new garage was needed, but maybe a smaller two stall garage addition while keeping the existing garage.

Council member Hennen made a motion to include an alternate of a two stall garage if it could fit in the design, he later withdrew his motion after further discussion including feasibility of a two stall garage, reducing the cost of the alternative and the need for more information before making a decision on the schematic design. Further discussion with the Council resulted in the agreement that waiting two weeks for the design team to determine if a two-stall garage addition would be feasible would be better than rushing into a decision tonight.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO TABLE THE DISCUSSION ON THE CITY HALL/POLICE DEPARTMENT REMODEL PROJECT TO OBTAIN MORE

INFORMATION. ROLL CALL VOTE, AYES – SCHMITZ, RAMLER AND HENNEN, NAYES – FALL. MOTION PASSED 3-1.

LOOKOUT PARK PROJECT UPDATE

Rebecca Posch and Rylan Sabo discussed the ongoing work at Lookout Park for removing buckthorn and trash on the north portion of the park. They estimated that the volunteer work to date has made an economic impact in the amount of \$136,985. Sabo explained that the funding from four grants over the course of the last three years has come to an end. He stated that there is an opportunity in 2026 for a grant through the Stearns Conservation District to conduct a controlled burn and re-seed and plant native pollinators to restore the property to its natural state. He stated that grant would provide the City reimbursement of 90% of the costs of the burn and re-seed project. He stated that the Park Board approved seeing a proposal on the project. He stated that representatives from the Stearns Conservation District will be in contact with the City on more details including the contract and permitting process.

PAID FAMILY LEAVE POLICY

Dockendorf explained that the State is requiring employers to provide Paid Family Leave starting in January of 2026. She stated that the City insurance provider has found a private insurance company to administer the plan at lower premiums instead of going through the State plan. She stated that by adding the Family Leave Policy the premium for the City's short-term disability will decrease from a monthly rate of \$1,042 to \$368.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE THE REVISION TO THE PERSONNEL POLICY TO ADD A PAID FAMILY MEDICAL LEAVE POLICY. MOTION PASSED 4-0.

RESOLUTION NO. 2025-17 PAID FAMILY MEDICAL LEAVE PLAN

Dockendorf explained that the Council would need to determine how the premium for the plan would be paid, that the City is required to pay at least 50% of it. She stated that the monthly premium for the insurance could be split 50/50 between the City and the employees with each paying \$712.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE RESOLUTION NO. 2025-17, ACCEPTING A BID FOR A PAID FAMILY LEAVE PRIVATE PLAN, WITH THE PREMIUM COST BEING SPLIT 50% TO THE CITY AND 50% TO THE EMPLOYEE. MOTION PASSED 4-0.

INFORMATIONAL VIDEO ABOUT CITY HALL/POLICE DEPARTMENT PROJECT

Dockendorf explained that the Rocori Area TV Director had offered to make a video on the Remodel Project. None of the Council members present were interested in starring in the video. Councilor Fall stated that he felt the Mayor should do it. Acting Mayor Schmitz suggested tabling the item until the next meeting since Mayor Heinen was not present.

PROPOSAL FOR PART 2 WELLHEAD PROTECTION PLAN

Butler explained that every ten years the Wellhead Protection Plan needs to be updated. He stated last year Part 1 of the plan was completed. This year Part 2 would need to be completed which determines potential contaminates, management plan, reporting and mapping as required by the Minnesota Department of Health.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE THE PROPOSAL FROM STANTEC FOR THE COMPLETION OF THE CITY'S PART 2 WELLHEAD PROTECTION PLAN AS OUTLINED IN THE PROPOSAL DATED OCTOBER 9, 2025 IN THE AMOUNT OF \$21,999, TO BE PAID FROM WATER ENGINEERING FEES, LINE ITEM #6215. MOTION PASSED 4-0.

REQUEST TO HIRE PART-TIME PLOW DRIVERS

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE THE HIRING OF CHARLIE VOIGHT, MARK HENNEN, ERIC BOUCHER, JASON BUERMAN, AND REGGIE FRALEY AS PLOW TRUCK DRIVERS FOR THE 2025-2026 WINTER AT THE PAY RATE OF GROUP 3, STEP 0 OF THE PAY SCALE. MOTION PASSED 4-0.

CITY ENGINEER REPORT

A. Proposal for Civil Engineering Design Services – City Hall & Police Building Remodel
Acting Mayor Schmitz stated this item would be tabled until the next meeting.

B. Project Updates

Butler stated Lift Station #1 Rehabilitation Project and 2025 Main Street Improvements Project are complete. He stated that they are still working through the technical memos for the 30% design for the Wastewater Treatment Facility.

POLICE DEPARTMENT REPORT

A. Purchase of Squad Camera

Chief Blum stated that the squad ordered in August is expected to be delivered in mid-November. He stated he would like to order all the components for the squad so that installation can begin immediately when it arrives. He added that this model of squad camera is an upgrade on the system and that they discounted it for the department.

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE THE PURCHASE OF OF AN M500 IN-CAR CAMERA FROM MOTOROLA SOLUTIONS AT A COST OF \$8,220, TO BE PAID OVER THE NEXT FIVE YEARS AT \$1,644 PER YEAR, TO BE PAID FROM THE GAMBLING FUND. MOTION PASSED 4-0.

B. Purchase of Squad Equipment

Chief Blum stated that the items that are re-useable from the current squad will be carried over but the cage and lights need to be ordered new.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE THE PURCHASE OF EQUIPMENT AND INSTALLATION IN THE 2026 INTERCEPTOR FROM DTM FLEET SERVICE IN THE AMOUNT OF \$7,658.36, TO BE PAID FROM THE GAMBLING FUND. MOTION PASSED 4-0.

C. Updates

Chief Blum presented the monthly calls for service report for October.

CITY ADMINSTRATOR REPORT

A. Contract with Flip Cleaning

Dockendorf explained that the Police Department is going through a BCA Audit and a Security Addendum to the cleaning contract was needed. She stated that previous to now there was no contract with Flip Cleaning for their services, they were just a vendor for the City.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE CONTRACT WITH FLIP CLEANING AND AUTHORIZE THE MAYOR TO SIGN IT ON BEHALF OF THE CITY. MOTION PASSED 4-0.

B. Update on Amendment to Cell Tower Agreement

Dockendorf reported that American Tower is still reviewing the changes proposed by the City Attorney.

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 \$273,559.39 AND SUPPLEMENTAL LIST TOTALING \$97,689.04 AS PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

CLOSED SESSION

Acting Mayor Schmitz stated that pursuant to Minnesota State Statute 13D.05 Subd. 3(a) the meeting would be closed for a Performance Review of the City Administrator. He went on to state that since the full Council was not in attendance that it should be tabled until the next meeting.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO TABLE THE CLOSED SESSION UNTIL THE NEXT MEETING. MOTION PASSED 4-0.

ADJOURN

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO ADJOURN AT 7:29 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

Doug Schmitz, Acting Mayor

Kris Dockendorf, City Administrator