

TUESDAY, NOVEMBER 13, 2018 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, Shannon Miller, Doug Schmitz and Gary Theisen. Others present: Brigid Murphy, Jon Stueve, Brian Lintgen, Jason Kirchoff, Brandi Canter, Kris Dockendorf, Tammy Paczkowski, Rich Schreiner, Brittany Lenzmeier, Stephen Lenzmeier, Jason Blum, Jason Spoden and Angie Mueller.

OPEN PUBLIC FORUM

Resident Brittany Lenzmeier at 1601 2nd Street North stated that her neighbors at 1603 2nd Street North have chickens in their backyard and that she has complained about them several months ago, but the chickens are still there. The Council agreed that chickens are not allowed in the City and that the police department would follow up on the complaint.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY SCHMITZ, SECONDED BY THEISEN, TO APPROVE THE AGENDA OF THE NOVEMBER 13, 2018 CITY COUNCIL MEETING. MOTION PASSED 5-0.

CONSENT AGENDA

- A. Minutes – October 23, 2018
- B. Canvass Results of General Election
- C. Approval of Closing of Fund 56
- D. Approval of Fund Transfers
- E. Appoint RBC as Official Depository
- F. Approval of Sale of 2001 Audi AA6

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

PRESENTATION OF 2018 UTILITY RATE STUDY

Finance Director, Kris Dockendorf, presented the 2018 Utility Rate Study. She stated that increases are planned for next year to the raw water rate and the industrial sewer rate. She stated that a small increase of \$0.50 per customer, per billing cycle is also planned for the stormwater fee in order to bring that fund into a positive balance. She stated that an ordinance would be prepared to amend the fees discussed.

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO ENDORSE THE 2018 UTILITY RATE STUDY AS PRESENTED. MOTION PASSED 5-0.

STORMWATER MANAGEMENT AGREEMENT WITH SAUK RIVER WATERSHED DISTRICT AND DJP PROPERTIES, INC.

Murphy explained that the Sauk River Watershed District is requiring a stormwater management agreement for all newly constructed ponding systems within the district. She stated that the City is named in the agreement because it will take over the ownership of the ponds once the development is complete.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE ENTERING INTO THE STORMWATER MANAGEMENT AGREEMENT WITH THE SAUK RIVER WATERSHED DISTRICT AND DJP PROPERTIES INC. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR REPORT

- A. Purchase of a 6” Pump from American Pump Company

Stueve explained that he obtained three quote for the purchase of a six-inch pump.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE THE PURCHASE OF A 6” PUMP FROM AMERICAN PUMP COMPANY AT A COST OF \$25,400.00 AND FURTHERMORE, TO BE PAID OUT OF WASTEWATER CAPITAL EXPENDITURES BUDGET LINE ITEM #6413. MOTION PASSED 5-0.

B. Purchase of a Quick Coupler for the Wheel Loader from Titan Machinery

Stueve explained that the quick coupler they had planned to purchase in South Carolina had inadvertently been sold to another party. He said they have been searching for another unit, but have not had any luck finding a used one, therefore he requested to purchase a new one.

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE THE PURCHASE OF A QUICK COUPLER FOR THE WHEEL LOADER FROM TITAN MACHINERY AT A COST OF \$5,200.00 AND FURTHERMORE, TO BE PAID OUT OF STREETS BUDGET LINE ITEM #6314 FOR EQUIPMENT PARTS AND MATERIALS. MOTION PASSED 5-0.

C. Water Treatment Plant Update

Stueve reported that a pilot study is starting to be set up for the water treatment plant with Stantec and Minnesota Department of Health.

D. Well #7

Stueve reported that the motor on the pump at Well #7 is being switched out for the second time and a filter replacement will also be done.

CITY ENGINEER REPORT**A. Water Treatment Plant**

Lintgen explained that a meeting was held with staff to discuss preliminary construction costs and elements that are essential to the plant to further refine the costs down.

B. 1st Street North

Lintgen explained that the City portion of the street to the new apartments has been paved.

C. Safe Routes to School

Lintgen stated that the project memorandum has been submitted to MnDOT.

POLICE DEPARTMENT REPORT**A. Monthly Activity Reports**

Chief Blum gave a report on the monthly call statistics from August.

B. Other

Chief Blum reminded the public of the snow parking and sidewalk clearing regulations.

CITY ADMINISTRATOR REPORT**A. Approval of Agreement with DJP Properties to Access River Links 4th Addition Across City Owned Parcel in the River Links Development**

Murphy explained that DJP had requested to allow construction traffic to cross the City owned property in the development that is unimproved, so they don't damage or disturb the completed parts of the development while constructing the 4th Addition.

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO APPROVE ENTERING INTO AN AGREEMENT GRANTING ACCESS ACROSS CITY OWNED PROPERTY TO DJP PROPERTIES FOR CONSTRUCTION ACTIVITY RELATED TO INSTALLATION OF IMPROVEMENTS FOR THE RIVER LINKS 4TH ADDITION. MOTION PASSED 5-0.

B. Revised Space Study Analysis from HMA Architects

Murphy explained the revised drawings that were provided for the Space Study. She stated that Murray Mack did not provide the plans that the Council had requested using the proposed suggestions by Chuck Krebsbach. She stated that the City Engineer and herself had done some rough calculations with the information provided to get an estimate of costs for the plan suggestions from Krebsbach. She inquired if

the Council would like to move forward with what was provided or if they would still like to see a drawing from Mack on the Krebsbach suggestions. After some discussion the Council directed Murphy to request that Mack provide the drawing on the Krebsbach suggestions so that an accurate drawing can be used to compare the different options. They also agreed that a workshop should be set up after the drawing is complete to compare and discuss options.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY MILLER, SECONDED BY SCHMITZ, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$146,511.00 AND SUPPLEMENTAL LIST TOTALING \$7,383.06 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO ADJOURN AT 7:11 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

Dave Heinen, Mayor

Brigid Murphy, City Administrator