

## **TUESDAY, NOVEMBER 29, 2016 COLD SPRING CITY COUNCIL MINUTES**

Mayor Fran Ramler called the meeting to order at 6:30 p.m. The following City Council members were found to be present: Mayor Fran Ramler, and Council Members Gary Theisen, Jan Dingmann, Dave Heinen and Jayme Knapp. Others present: Brigid Murphy, Jon Stueve, Heidi Stalboerger, Brian Lintgen, Doug Schmitz, Chrissy Gaetke, Wayne Cymbaluk, Tim Kraemer, Tom Kraemer, Chris Verta, Cliff Johnson, Tammy Paczkowski and Angie Mueller.

### **OPEN PUBLIC FORUM**

Cliff Johnson invited the Council and public to the next program in the Cold Spring Area Historical Society series on December 2, 2016 for a presentation on Max Monnens and the bands that he has been in during his musical career.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY THEISEN, SECONDED BY DINGMANN, TO APPROVE THE AGENDA OF THE NOVEMBER 29, 2016 CITY COUNCIL MEETING. MOTION PASSED 5-0.

### **CONSENT AGENDA**

A. Minutes – November 15, 2016

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPROVE THE MINUTES OF THE NOVEMBER 15, 2016 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

B. Approvals for St. Boniface for 2017

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPROVE RESOLUTION NUMBER 2016-52, A RESOLUTION GRANTING APPROVALS FOR ST. BONIFACE PARISH FOR THEIR WINTER FESTIVAL, BONI BALL, CASH RAFFLE, AND PARISH FESTIVAL FOR 2017. MOTION PASSED 5-0.

### **APPROVE RESOLUTION NUMBER 2016-53 FOR ISSUANCE, SALE AND DELIVERY OF GENERAL OBLIGATION WATER REVENUE NOTES, SERIES 2016B**

Chris Verda from Fryberger, Buchanan, Smith and Frederick, the City's Bond Council, was present to explain the issuance of water revenue notes for the purchase of land for a future well. He stated that cities are allowed to work directly with local lenders in this instance for smaller financing, instead of a public sale of bonds. He explained that because the Council requested the bonds be split between the two local banks, there will be a total of four bonds, two are five year bonds at an interest rate at 1.65%, and two are ten year bonds at a interest rate of 2.21%.

MOTION WAS MADE BY THEISEN, SECONDED BY DINGMANN, TO APPROVE RESOLUTION NUMBER 2016-53A, 2016-53B, 2016-53C, 2016-53D, A RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF \$450,000.00 GENERAL OBLIGATION NOTES, SERIES 2016B. MOTION PASSED 5-0.

### **HEARING ON DELINQUENT ACCOUNTS**

Mayor Ramler opened the hearing at 6:41 p.m. He called three times for public comment, after hearing none he closed the hearing at 6:42 p.m.

MOTION WAS MADE BY DINGMANN, SECONDED BY HEINEN, TO CERTIFY THE ASSESSMENTS FOR DELINQUENT UTILITY BILLS FOR THE FOLLOWING: PARCEL ID 48.29401.0238 IN THE AMOUNT OF \$100.16, 48.29792.0000 IN THE AMOUNT OF \$73.44, 48.29878.0000 IN THE AMOUNT OF \$121.34, AND 48.29724.0000 IN THE AMOUNT OF \$805.19. MOTION PASSED 5-0.

### **RESOLUTION NUMBER 2016-54, A RESOLUTION ACCEPTING A DONATION FOR THE THOMAS "TOMMY" DECKER MEMORIAL GARDEN**

Murphy explained that a donation of \$250.00 was given by Jovanovich, Kadlec and Athmann, PA for the memorial garden.

MOTION WAS MADE BY DINGMANN, SECONDED BY HEINEN, TO APPROVE RESOLUTION NO. 2016-54, A RESOLUTION ACCEPTING A DONATION FROM JOVANOVICH, KADLEC & ATHMANN, PA FOR USE ON THE CONSTRUCTION OF THE THOMAS "TOMMY" DECKER MEMORIAL GARDEN. MOTION PASSED 5-0.

### **RESOLUTION NUMBER 2016-55, A RESOLUTION ACCEPTING A DONATION FOR CARE OF THE K9 UNIT DOGS FROM THE BOB WILLARD MEMORIAL RIDE, ROCKVILLE**

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE RESOLUTION NUMBER 2016-55, A RESOLUTION ACCEPTING A DONATION FROM THE BOB WILLARD MEMORIAL RIDE, ROCKVILLE, FOR THE CARE OF THE K9 UNIT DOGS. MOTION PASSED 5-0.

**RESOLUTION NUMBER 2016-56, A RESOLUTION ACCEPTING A DONATION FOR THE THOMAS "TOMMY" DECKER MEMORIAL GARDEN**

MOTION WAS MADE BY THEISEN, SECONDED BY HEINEN, TO APPROVE RESOLUTION NUMBER 2016-56, A RESOLUTION ACCEPTING A DONATION FROM CATHY AND HERB SCHULZ FOR USE ON THE CONSTRUCTION OF THE THOMAS "TOMMY" DECKER MEMORIAL GARDEN. MOTION PASSED 5-0.

**RESOLUTION NUMBER 2016-57, A RESOLUTION ACCEPTING A DONATION FOR THE THOMAS "TOMMY" DECKER MEMORIAL GARDEN FROM COLDSRING USA**

Murphy stated that Coldspring USA had donated the memorial stone onto which the granite plaque has been attached in the garden.

MOTION MADE BY DINGMANN, SECONDED BY HEINEN, TO APPROVE RESOLUTION NO. 2016-57, A RESOLUTION ACCEPTING A DONATION FROM COLDSRING USA FOR USE ON THE CONSTRUCTION OF THE THOMAS "TOMMY" DECKER MEMORIAL GARDEN. MOTION PASSED 5-0.

**SPLASH PAD DISCUSSION**

Tom and Tim Kraemer presented an idea of creating a fire department themed splash pad in honor of the Cold Spring Fire Department. Murphy explained that the Kraemer's had presented their concept at the last Park Board meeting and it was well received. It was being presented to the Council to determine their support and the next steps to take. A brief discussion was held on location, budget and moving forward. The Council was supportive of the idea and agreed that setting up a fund at each of the financial institutions in town would be the best way to start fundraising. The Council directed staff to publicize that the City would be seeking members to serve on a splash pad committee and that the topic should be discussed at the next Park Board meeting.

**PUBLIC WORKS DIRECTOR REPORT****A. Approve Advertising for Warming House Attendants**

Stueve stated that two additional warming house attendants are needed to staff the ice rink this season.

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE ADVERTISING FOR THE POSITION OF WARMING HOUSE ATTENDANTS. MOTION PASSED 5-0.

**B. Memorial Garden Update**

Stueve thanked staff for their work on the memorial garden which was dedicated shortly before the Council meeting.

**C. Well/Water Update**

Stueve stated that to please the Froehles a change was made to the driveway and that it will get staked out soon.

**D. Handicapped Parking Stall**

Stueve explained that he received a request for a handicap stall along 1<sup>st</sup> Street North near the PrimeVest business office due to one of their employees being handicapped. He stated that there is diagonal parking on the southside of 1<sup>st</sup> Street North in that area and that the handicap stall will fit well, to which the Council agreed.

**CITY ENGINEER REPORT****A. CSAH 2/Red River Avenue Update**

Lintgen explained that the benches were removed so that they can be cut down in height as they were fabricated incorrectly. He stated that the signs are still coming and that the fences are still being fabricated. Lintgen went on to present the work order that had been submitted for payment for the directional boring to install a water main under Brewery Creek. Lintgen stated that there was value in not cutting in next to the box culvert and stream and therefore the work order should be paid.

MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO APPROVE WORK ORDER NO. 6 FOR THE AMOUNT OF \$5,225.00. MOTION PASSED 5-0.

**B. Main Street Project**

Lintgen inquired whether the Council would like to include granite columns in the Main Street Project or if they would like to have the columns bid as an alternate to the project. The columns would be similar to those on the Red River Avenue Project. The Council agreed that they would like to see the columns bid as an alternate, that way if the cost is too high then they could forgo them or do them with a future project. Lintgen next discussed the timeline for the project and stated that the Council would need to decide if they would want pursue an early completion date with an incentive for the contractor to complete the project before Hometown Pride Days. He stated he would bring back more information at a future meeting to help make the decision.

**C. SW Infiltration Project**

Lintgen stated that the majority of the work has been completed.

**CITY ADMINISTRATOR REPORT****A. City Code Section 265:00 Employee Residency Requirements**

Murphy explained that City Code requires some staff to live within a mileage or response time. She stated that the police and fire departments have a response time and the public works department has a mileage requirement along with the Chief of Police position. She stated that after consulting with the City Attorney an amendment is recommended to modify the requirement to a response time instead of a mileage restriction. She stated that if the Council was in favor, she would prepare an ordinance change to be considered at the next meeting. The Council was willing to consider the amendment to a 30 minute response time for public works and police department staff.

**B. Job Description Changes Approving the Percentages Attached to Duties**

Murphy explained that modifications were made to the job descriptions as part of the project to comply with the pay equity report. The job descriptions for positions that have multiple duty areas were modified to include percentages of time in these areas and the job points were updated. She stated that the job descriptions need to be approved by the Council. MOTION WAS MADE BY DINGMANN, SECONDED BY THEISEN, TO APPROVE THE JOB DESCRIPTION CHANGES FOR THE JOB DESCRIPTIONS FOR THE CITY OF COLD SPRING TO APPROVE THE PLACEMENT OF THE JOB POINTS AND PERCENTAGE OF TIME FOR ENUMERATED DUTIES. MOTION PASSED 5-0.

**C. Interim Pay for Finance Director and Administrative Assistant**

Murphy explained that the interim pay for these two positions was initially looked at for a six month period. She stated that it has been reviewed and is recommending returning them to the regular pay scale after the end of the pay period on December 2<sup>nd</sup>.

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPROVE RETURNING THE FINANCE DIRECTOR AND ADMINISTRATIVE ASSISTANT'S PAY FROM INTERIM PAY TO REGULAR PAY SCALE AT THE START OF THE NEXT PAY PERIOD. MOTION PASSED 5-0.

**D. Rocori Trail Construction Board**

Murphy reported that the costs associated with purchasing some of the land for the trail came in higher than expected. She stated that the board will be presenting a resolution requesting an additional \$2,500 contribution from each of the three cities at their board meeting on Thursday of this week. The Council indicated that if staff is satisfied with the resolution presented that they would be in favor of making the contribution.

MOTION WAS MADE BY DINGMANN, SECONDED BY THEISEN, TO APPROVE A CONTRIBUTION OF \$2,500 TO THE ROCORI TRAIL CONSTRUCTION BOARD FOR THE PURCHASE OF LAND. MOTION PASSED 5-0.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$186,793.67 AND SUPPLEMENTAL LIST TOTALING \$17,439.38 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

**ADJOURN**

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO ADJOURN AT 7:44 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

---

Fran Ramler, Mayor

---

Brigid Murphy, City Administrator