

## **TUESDAY, DECEMBER 11, 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 and Gary Theisen. Absent: Doug Schmitz. Others present: Brigid Murphy, Brian Lintgen, Ron Fuchs, Karl Schmitz, Bill Molitor, Duane Krueger, Matthew VanLith, Tammy Paczkowski, Kris Dockendorf, Jason Blum, Kathleen Flicek, Bob Flicek and Angie Mueller.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO APPROVE THE AGENDA OF THE DECEMBER 11, 2018 CITY COUNCIL MEETING. MOTION PASSED 4-0.

### **CONSENT AGENDA**

A. Minutes – November 27, 2018

B. Approvals for St. Boniface for 2019 – Resolution No. 2018-31 Granting Approval for Festivals in 2019

C. Fire & Rescue Department Approvals – Reappointing Glenn Mueller as Assistant Chief and Chris Stavros as Treasurer

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

### **REQUEST FOR APPROVAL TO START PLANNING FOR FIREFEST 2019**

Cold Spring Fire Relief Association members Duane Krueger and Matthew VanLith were present to request approval to start planning for the annual Firefest event for 2019.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE PLANNING FOR THE 2019 FIREFEST CONCERT AND EVENT. MOTION PASSED 4-0.

### **APPROVE ORDINANCE NO. 369 TO AMEND WATER AND SEWER RATES**

Finance Director Kris Dockendorf explained the proposed ordinance to amend the water and sewer rates as discussed during the presentation of the utility rate study.

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE ORDINANCE NO. 369 AMENDING THE CITY CODE OF COLD SPRING BY ADJUSTING THE SIGNIFICANT INDUSTRIAL USER SEWER RATE AND THE RAW WATER RATE. MOTION PASSED 4-0.

### **TRUTH IN TAXATION MEETING FOR 2019 BUDGET AND LEVY**

Dockendorf explained that the City received \$8,000 more in reimbursement for police department training from the Minnesota Post Board than what was expected. She stated that this same reimbursement is expected in 2019. She stated that the Council could either leave the levy for 2019 the same or they could reduce it by \$8,000. The Council unanimously agreed to reduce the levy by \$8,000.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE RESOLUTION NO. 2018-35, A RESOLUTION ADOPTING THE FINAL 2019 COLLECTIBLE TAX LEVY, ALONG WITH THE FINAL GENERAL FUND, WATER, SEWER, EDA AND STORM WATER BUDGETS FOR 2019. MOTION PASSED 4-0.

### **RESOLUTION NO. 2018-33, A RESOLUTION APPROVING A LOT CONSOLIDATION FOR THE ROBERT FLICEK REVOCABLE TRUST**

Bob and Kathleen Flicek explained their request to consolidate the two lots that they own, Lot 1 and Lot 2 of Block 7 of Maple Ridge Plat. Bob explained that their residential structure sits on Lot 1, which has a narrow backyard due to the orientation of the house on the lot. They purchased Lot 2 so that they would have a larger backyard and are now requesting to consolidate the two lots.

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO APPROVE RESOLUTION NO. 2018-33, A RESOLUTION APPROVING A LOT CONSOLIDATION FOR LOTS 1 AND 2, BLOCK 7 OF MAPLE RIDGE PLAT AS REQUESTED BY THE ROBERT FLICEK REVOCABLE TRUST. MOTION PASSED 4-0.

**RESOLUTION NO. 2018-34, A RESOLUTION GRANTING A VARIANCE FOR PLACEMENT OF HOLDING TANKS WITHIN THE SETBACK OF FIFTH AVENUE NORTH BY COLD SPRING BREWING COMPANY**

Karl Schmitz from Cold Spring Brewing Company explained that they are adding four storage tanks at the downtown property and two of them would be located in the setback. He stated that these two tanks would not protrude past the current fencing on the property.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE RESOLUTION NO. 2018-34, A RESOLUTION APPROVING THE PLACEMENT OF HOLDING TANKS WITHIN THE SETBACK OF FIFTH AVENUE NORTH AS REQUESTED BY COLD SPRING BREWING COMPANY. MOTION PASSED 4-0.

**APPROVAL OF INSTALLATION OF HOLDING TANKS THAT EXCEED 30 FEET IN HEIGHT BUT ARE BELOW THE MAXIMUM 75 FOOT HEIGHT LIMIT FOR THE I-2 GENERAL INDUSTRIAL DISTRICT**

Karl Schmitz from Cold Spring Brewing Company explained that the tanks are the same tanks that were discussed for Resolution No. 2018-34. He stated that three of the tanks have a height of 54 feet and one has a height of 48 feet.

MOTION MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE THE PLACEMENT OF 4 HOLDING TANKS AT PROPERTY LOCATED AT 219 RED RIVER AVE NORTH THAT WILL EXCEED THE 30 FEET IN HEIGHT, BUT BE LESS THAN 75 FEET AS ALLOWED IN THE I-2 GENERAL INDUSTRIAL DISTRICT. MOTION PASSED 4-0.

**PUBLIC WORKS DIRECTOR REPORT**

**A. Request to Hire Snow Plow Drivers**

Ron Fuchs explained that most of the drivers are experienced, but those that are not will receive training prior to beginning their positions.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE THE HIRING OF DAVE DINGMANN, ERIC BOUCHER, CHAD VOGT, RON GYSBERG, JIM CARON, MIKE AUSTRENG AND TIM GERTKEN AS SNOW PLOW DRIVERS AT A WAGE OF \$16.61 PER HOUR. MOTION PASSED 4-0.

**B. Request to Hire Warming House Attendants**

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE HIRING NOAH SZAFRANSKI AND MATT KOSHIOL AS WARMING HOUSE ATTENDANTS AT A WAGE OF \$9.65 PER HOUR AND TO HIRE COLLIN ESKEW AS A WARMING HOUSE ATTENDANT AT A WAGE OF \$7.87 PER HOUR. MOTION PASSED 4-0.

**C. Request to Advertise for an Additional Warming House Attendant**

Fuchs explained that one additional warming house attendant is needed to staff the ice rink.

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE ADVERTISING FOR THE POSITION OF WARMING HOUSE ATTENDANT. MOTION PASSED 4-0.

**D. Request to Purchase a 7.5 HP Hydromatic Lift Station #2 Pump**

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE THE PURCHASE OF A 7.5 HP LIFT STATION PUMP FOR LIFT STATION NUMBER 2 FROM WW GOETSCH AT A COST OF \$5,928.00 AND FURTHERMORE, TO BE PAID OUT OF THE SEWER FUND BUDGET LINE #6313 EQUIPMENT REPAIR AND UPKEEP. MOTION PASSED 4-0.

**E. Request to Purchase a Kubota Tractor**

Fuchs explained that the purchase is budgeted for 2019, but they would like to place the order for the tractor now since it is needed for snow removal. He stated that Arnolds will invoice the City for the purchase in January.

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE THE PURCHASE OF A KUBOTA TRACTOR FROM ARNOLDS AT A COST OF \$14,443.00 AND FURTHERMORE, TO BE PAID OUT OF THE STREETS DEPARTMENT CAPITAL EXPENDITURES BUDGET LINE #6413. MOTION PASSED 4-0.

**CITY ENGINEER REPORT**

**A. Water Treatment Update**

Lintgen explained that they are finalizing the pilot study and will provide costs at the next meeting.

**B. Safe Routes to School**

Lintgen explained that they are still awaiting comments from MnDOT on the project memorandum.

**C. Alexander Park Update**

Lintgen stated that Stantec had presented a proposal for design services to River Park Community Foundation. He stated that the group has decided to use Stantec for design services and that information will be added into the developer’s agreement.

**POLICE DEPARTMENT REPORT**

**A. Monthly Reports**

Chief Blum gave a report on the calls for service in September.

**B. Request to Purchase a 2019 Explorer from Schwieters Ford**

Chief Blum explained that he had initiated the process to order a new squad, but learned from Schwieters that there was a body style change for the 2019 Ford Explorers and they are all built out already. He stated that Schweiters is contacting other dealers to see if they have any extra squads and so far there has been none. He stated they will continue to explore other options for purchasing a new squad for 2019.

**C. Agreement for Housing Stray Animals with the Tri-County Humane Society**

Chief Blum stated that Tri-County Humane Society is the shelter that the City surrenders dogs to after their housing time in the local pound.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE ENTERING INTO AN AGREEMENT WITH THE TRI-COUNTY HUMANE SOCIETY FOR THE HOUSING OF STRAY ANIMALS. MOTION PASSED 4-0.

**D. Other**

Chief Blum explained that the Police Department had received a \$200.00 donation from Ray and Madeline Kleeve for the department to use as they see fit. He thanked them for the donation.

**E. K-9 Cash & Sgt. Spoden**

Chief Blum explained that recently the Stearns County Sheriff’s Department had requested a canine assist in which Sgt. Spoden and K-9 Cash responded. He stated that the pair had set up to do a track and that before they started the suspect had surrendered.

**F. Hiring for Part-Time Position**

Chief Blum stated that interviews were conducted for the part-time police officer position and that the background process has been started on the top candidate.

**CITY ADMINISTRATOR REPORT**

**A. Planning Commission Recommendation for New Member**

Murphy explained that one application was received for the opening on the Planning Commission. The applicant is William Molitor, who the Planning Commission interviewed at their last meeting and recommended for the position.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO ACCEPT THE RECOMMENDATION OF THE PLANNING COMMISSION TO APPOINT WILLIAM MOLITOR AS THE NEW PLANNING COMMISSION MEMBER. MOTION PASSED 4-0.

B. Purchase of Park Playground Equipment from Commercial Recreation Specialists for Alexander Park  
Murphy explained that two manufactures were running a discount of half off playground equipment if it was ordered before the end of the year. She stated they decided to go with the manufacturer that offered a better variety of equipment and that the equipment would be stored at TKI until it can be installed.

MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO APPROVE THAT PURCHASE OF PLAYGROUND EQUIPMENT FROM COMMERCIAL RECREATION SPECIALISTS FOR ALEXANDER PARK AT A COST OF \$57,100.72, AND FURTHERMORE, TO BE PAID OUT OF FUND 12, LINE ITEM #6412 FROM THE EDA BUDGET UNRESTRICTED REVOLVING LOAN MONIES. MOTION PASSED 4-0.

C. Upcoming Training Opportunities

Murphy informed the Council on upcoming training dates for the Legislative Conference and the Leadership Conference in 2019.

D. Resolution No. 2018-36, a Resolution Declaring Excess Property and Authorizing Disposal of the Baseball Scoreboard at the Baseball Park

Murphy explained that two bids were received for the sale of the scoreboard that is being replaced at the Baseball Park, with the high bidder being Central Lakes Community College in Brainerd. In order to sell the scoreboard, the City must first declare it as excess property.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE RESOLUTION NO. 2018-36, A RESOLUTION DECLARING EXCESS PROPERTY AND AUTHORIZING DISPOSAL OF THE SCOREBOARD AT THE BASEBALL PARK. MOTION PASSED 4-0.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$709,077.38 AND SUPPLEMENTAL LIST TOTALING \$20,071.43 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

**ADJOURN**

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO ADJOURN AT 7:05 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

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Dave Heinen, Mayor

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Brigid Murphy, City Administrator