

TUESDAY, DECEMBER 13, 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, Kris Dockendorf, Heidi Stalboerger, Chrissy Gaetke, Jason Blum, Gina Fox, Jen Mayers, Alex Heinen and Angie Mueller.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY THEISEN, SECONDED BY HEINEN, TO APPROVE THE AGENDA OF THE DECEMBER 13, 2016 CITY COUNCIL MEETING. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – November 29, 2016

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE THE MINUTES OF THE NOVEMBER 29, 2016 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

B. Approve One-Day Gambling License, Rocori Band Boosters

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE FORM LG220 APPLICATION FOR EXEMPT PERMIT TO CONDUCT ONE-DAY GAMBLING FOR ROCORI BAND BOOSTERS, INC. FOR A RAFFLE TO BE HELD FEBRUARY 27, 2017 AT THE SIDE BAR AND GRILL; FURTHERMORE, TO WAIVE THE 30 DAY WAITING PERIOD FOR SAID PERMIT. MOTION PASSED 5-0.

C. Fire & Rescue Department Approvals

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE THE COLD SPRING FIRE & RESCUE DEPARTMENT'S RECOMMENDATION TO REAPPOINT GLENN MUELLER AS ASSISTANT CHIEF AND CHRIS STAVROS AS TREASURER. MOTION PASSED 5-0.

RESOLUTION NUMBER 2016-59, A RESOLUTION ACCEPTING A DONATION OF A STAB AND BULLET RESISTANT VEST FOR K9 OFFICER RILEY

Acting Chief Jason Blum explained that he had been contacted by Gina Fox, who started the process and sponsored the donation of a stab and bullet proof vest through Vested Interest in K9s Inc. The vest will be used when tracking individuals to keep K9 Officer Riley safe. The Council thanked Gina Fox and Vested Interest in K9s for their valuable donation to the City.

MOTION WAS MADE BY THEISEN, SECONDED BY DINGMANN, TO APPROVE RESOLUTION NUMBER 2016-59, A RESOLUTION ACCEPTING A DONATION FROM GINA FOX FOR A STAB AND BULLET RESISTANT K9 VEST FOR K9 UNIT OFFICER RILEY. MOTION PASSED 5-0.

TRUTH IN TAXATION MEETING FOR 2017 BUDGET AND LEVY

Kris Dockendorf explained and presented the budget and levy for 2017. She stated that the Council's goal was to keep the tax rate at .485 that was set at the preliminary tax levy hearing, and the final tax rate is .4844. She stated that the final levy rate has a 9.48% increase, which is under the 10% that the Council indicated they wanted to stay below. Councilor Theisen read a statement that was submitted by a citizen about their concerns on 2017 Budget and Levy.

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE RESOLUTION 2016-58, A RESOLUTION ADOPTING THE FINAL 2017 COLLECTIBLE TAX LEVY, ALONG WITH THE FINAL GENERAL FUND, WATER, SEWER, EDA, AND STORMWATER BUDGETS FOR 2017. MOTION PASSED 5-0.

PRESENTATION OF 2016 UTILITY RATE STUDY

Dockendorf presented the 2016 Utility Rate Study which contained the rates for other area cities, the history and projected rates for the water, sewer, and storm water funds. She explained the proposal to maintain the sewer rate for domestic users and an increase to the rate for industrial users for next year. She explained a proposed increase to the water rates for 2017 and stated that no increase was planned for the storm water rate. The Council agreed that an increase to the sewer rate should be discussed for the contract with the City of Rockville.

MOTION WAS MADE BY THEISEN, SECONDED BY DINGMANN, TO ENDORSE THE 2016 UTILITY RATE STUDY AS PRESENTED. MOTION PASSED 5-0.

YEAR END BUDGET PROJECTIONS

Dockendorf gave the Council a brief update on the year end budget figures. She stated there will be an approximate \$60,000 surplus in the General Fund due to staff changes throughout the year. She stated that there is \$88,000 less revenue than expected in the Water Fund due to low water usage because of the wet summer.

ORDINANCE NO. 350 AMENDING SECTION 265 OF THE CITY CODE PERTAINING TO EMPLOYEE RESIDENCY REQUIREMENTS

Murphy explained that an ordinance amendment had been drafted to reflect the changes to the employee residency requirement as discussed at the last meeting. The new language requires a response time for job related residency with specific needs for employees of the police and public works departments.

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE ORDINANCE NUMBER 350, AN ORDINANCE AMENDING SECTION 265 OF THE CITY CODE OF COLD SPRING BY AMENDING THE RESIDENCY REQUIREMENTS FOR THE POLICE AND PUBLIC WORKS DEPARTMENT. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR REPORT

A. Request to Purchase UV Bulbs for the Wastewater Plant

MOTION MADE BY THEISEN, SECONDED BY DINGMANN, TO APPROVE THE PURCHASE OF 64 UV BULBS FOR DISINFECTION OF EFFLUENT AT THE WASTEWATER PLANT FROM THE UV DOCTORS AT A COST OF \$6,052.00 FROM WASTEWATER BUDGET LINE 6314. MOTION PASSED 5-0.

B. Request to Purchase Heaters for UV Building and Sludge Fill Building

MOTION MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE THE PURCHASE OF 2 REZNOR HEATING UNITS AND INSTALLATION FROM AUSTIN INC. AT A COST OF \$3,700.00 FROM WASTEWATER BUDGET LINE ITEM 6313. MOTION PASSED 5-0.

C. Request for Recirculation Pump Installation from General Construction Services

Stueve explained that the south water tower needs a recirculation pump to keep the water circulating through the stem of the water tower to prevent it from freezing.

MOTION WAS MADE BY DINGMANN, SECONDED BY HEINEN, TO APPROVE PAYMENT FOR INSTALLATION OF THE RECIRCULATION PUMP IN THE SOUTH WATER TOWER AT A COST OF \$4,800.00 FROM THE WATER BUDGET LINE 6313. MOTION PASSED 5-0.

D. Other

Stueve stated that the closing on the Froehle property is scheduled for Thursday.

CITY ENGINEER REPORT

A. CSAH 2/Red River Avenue Work Order

Stueve presented Work Order No. 7 in Lintgen's absence. He stated that the work order is for the extra costs to haul out the contaminated soils on the project.

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPROVE THE WORK ORDER IN THE AMOUNT OF \$62,409.75 FOR CONTAMINATED SOILS ON THE CSAH 2/RED RIVER AVENUE PROJECT. MOTION PASSED 5-0.

B. Main Street Update

Stueve explained that the soil borings were completed and indicated contaminated soils at approximately thirteen to fourteen feet in depth. He stated that the contamination isn't bad news due to the water mains not being installed that deep. He went on to explain that he did not feel that incentives were necessary in the contract.

C. SW Stormwater Infiltration Project

Stueve stated that the project is completed and that minor touch ups will need to be done in the spring. He explained there was a change order on the project due to one manhole being rehabbed instead of installing a new one because of the amount of ground water at that location. He stated that the work order shows a contract price decreased by \$4,555.

MOTION WAS MADE BY DINGMANN, SECONDED BY THEISEN, TO APPROVE THE CHANGE ORDER OF THE SW STORMWATER INFILTRATION PROJECT. MOTION PASSED 5-0.

CHIEF OF POLICE REPORT

A. Monthly Call Updates

Acting Chief Blum provided the monthly call statistics for the months of September and October.

B. Request to Place Order for Ford Interceptor from Schwieters Ford

Acting Chief Blum explained that the purchase of a squad is planned for 2017 and he would like to place the order for it now since it will be several months before it arrives. He stated that the bid for the purchase of the vehicle is for \$26,150.00.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE REQUEST TO PLACE THE ORDER FOR A FORD INTERCEPTOR FROM SCHWIETERS FORD FOR PURCHASE IN EARLY 2017. MOTION PASSED 5-0.

C. Regional Traffic Initiative for 2017

Acting Chief Blum stated that there is a special traffic enforcement initiative for 2017 to cut down on fatalities and injuries on the highway. He stated that Minnesota State Patrol, Stearns County Sheriff's Department, Waite Park and Cold Spring Police are participating in the program. He stated that there will be advertising and other public service announcements about the initiative in the coming months.

CITY ADMINISTRATOR REPORT

A. Request to Extend the Leave of Absence to January 2, 2017

Murphy explained that a request to extend the leave of absence for Chris Boucher until January 2, 2017 has been submitted. MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE THE EXTENSION FOR THE LEAVE OF ABSENCE TO JANUARY 2, 2017 FOR CHIEF CHRIS BOUCHER. MOTION PASSED 5-0.

B. Approve Correct Version of Wastewater Operator Job Description

Murphy stated that the wrong version of the job description was presented and approved at the last meeting. The correct version of the job description was presented to the Council.

MOTION WAS MADE BY DINGMANN, SECONDED BY KNAPP, TO APPROVE THE WASTEWATER OPERATOR JOB DESCRIPTION. MOTION PASSED 5-0.

C. EDA, Park Board and Planning Commission Membership Request to Advertise Open Positions

Murphy stated that she would like to advertise to fill the terms on the City boards that will expire at the end of December. She stated that the deadline for applications would be December 28th and special meetings will be held for the Park Board and Planning Commission to conduct interviews to provide a recommendation for appointments to the Council in January. MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE ADVERTISING FOR THE OPEN POSITIONS ON EDA, PLANNING COMMISSION AND PARK BOARD. 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 \$545,037.56 AND SUPPLEMENTAL LIST TOTALING \$128,811.22 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

CLOSED SESSION

At 7:37 p.m. Mayor Ramler announced that the Council would be going into a closed session pursuant to Minnesota Statute 13D.05, Subdivision 3(c)(3), for the consideration of an offer to purchase property with Parcel Identification Numbers 36.23672.0000, 36.23671.0000, 36.23657.0020.

OPEN THE CLOSED SESSION

At 7:45 p.m. Mayor Ramler announced that the closed session was now open. The Council indicated that they would reject the offer as it was presented.

ADJOURN

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO ADJOURN AT 7:46 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

Fran Ramler, Mayor

Brigid Murphy, City Administrator