

## **MONDAY, DECEMBER 23, 2024 COLD SPRING CITY COUNCIL MEETING MINUTES**

The meeting was called to order by Mayor Dave Heinen at 5:00 p.m. The following City Council members were found to be present: Mayor Dave Heinen and Council Members Mike Fall, Ryan Hennen, Doug Schmitz and Fran Ramler. Absent: none. Others present: Kris Dockendorf, Sam Butler, Jason Blum, Angie Mueller, Duane Willenbring, Mark Husnik, Jayson Molitor, Paul Steil and Joe Jelovnick. Present by Video: Peter Daniels.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE THE AGENDA OF THE DECEMBER 23, 2024 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

### **CONSENT AGENDA**

A. Minutes – September 5, 2024 Special Meeting and December 11, 2024 Regular Meeting

B. Resolution No. 2024-41, A Resolution Accepting 2024 Donations

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

### **RESOLUTION NO. 2024-40, A RESOLUTION ACCEPTING A DONATION OF PROPERTY IN RIVER LINKS**

Dockendorf presented a map and explained that one Park had been donated a few years back, and now a section right next to it is also being donated as part of the agreed land swap, totaling about 15 acres of park land.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2024-40, A RESOLUTION ACCEPTING DONATION OF PROPERTY. MOTION PASSED 5-0.

### **PROPOSAL OF 30% DESIGN OF WASTEWATER TREATMENT FACILITY**

Peter Daniels from Stantec presented the proposal of 30% design for the Wastewater Treatment Facility. He stated this is the preliminary design phase and went on to describe the project status and the four tasks identified in the project which include project management, preliminary permitting, preliminary 30% design, and continued financing support. He explained the project schedule, fee estimate and future work. Representatives of the City of Rockville were in attendance and confirmed their desire for continued service for wastewater. Duane Willenbring stated that Stickney Hill Dairy continues to be a challenge for them. He stated that the MOU with the City of Cold Spring had been forwarded to their City Engineer and that they will keep the dialog open on load allocation and flows. He confirmed their assumption of a rate increase for the City of Rockville and stated this is a big decision for them to make too.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE THE PROPOSAL FROM STANTEC FOR PRELIMINARY DESIGN OF THE WASTEWATER TREATMENT FACILITY IN THE AMOUNT OF \$698,500.00. MOTION PASSED 5-0.

### **ORDINANCE NO. 416 – ESTABLISHING A CANNABIS ORDINANCE**

Dockendorf explained that the proposed 20-page ordinance was drafted by the City Attorney. She stated that the Planning Commission had been involved in the zoning portion of the ordinance.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE ORDINANCE NO. 416 – ADDING A NEW ORDINANCE REGULATING CANNABIS AND HEMP RETAIL BUSINESSES AND TEMPORARY CANNABIS EVENTS. MOTION PASSED 5-0.

### **ORDINANCE NO. 418 – CREATING FEES FOR CANNABIS REGISTRATION**

Dockendorf stated that the registration of cannabis is set by the State. She stated that cannabis registration is new to everyone and that amendments can be made later if needed.

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE ORDINANCE NO. 418 – CREATING FEES FOR CANNABIS REGISTRATION. MOTION PASSED 5-0.

**ORDINANCE NO. 419 – ESTABLISHING FEES FOR CANNABIS REGISTRATION**

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE ORDINANCE NO. 419 – AMENDING FEES, CHARGES, AND RATES FOR THE CITY OF COLD SPRING. MOTION PASSED 5-0.

**ORDINANCE NO. 417 – REGULATING ZONING OF CANNABIS BUSINESSES**

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE ORDINANCE NO. 417 – REGULATING ZONING OF CANNABIS BUSINESSES. MOTION PASSED 5-0.

**BUDGET AMENDMENTS FOR 2024**

Dockendorf explained that the Finance Director had put together the amended budgets for revenues and expenditures which covered unexpected amounts in each budget.

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO APPROVE THE AMENDMENTS TO THE 2024 REVENUE AND EXPENDITURE BUDGETS AS PRESENTED. MOTION PASSED 5-0.

**WAGE STUDY AND JOB DESCRIPTIONS**

Councilor Hennen explained the process that their committee had used when studying the wages and job descriptions for the employees. He stated that their goal was to make the pay rates fair for employees, provide competitive wages, and retain current staff. He stated after sitting down for a second time during the wage study process the final product presented is best for both the employees and the City. The Council agreed that they would look at contracts for salaried employees in the future.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE AMENDED JOB DESCRIPTIONS DATED 12-23-24, TO APPOINT MATT ACHMAN TO THE POSITION OF WATER/WASTEWATER LEAD OPERATOR, AND TO APPROVE THE SALARY AND GROUP PLACEMENT ADJUSTMENTS AS PROPOSED IN THE DOCUMENTS TITLED “CITY OF COLD SPRING WAGE STUDY, PROPOSED SALARY CHANGES, DECEMBER 23, 2024” AND “PROPOSED NON-UNION WAGE SCHEDULE – JANUARY 1, 2025”, FURTHERMORE THAT THEY BE EFFECTIVE JANUARY 1, 2025. MOTION PASSED 5-0.

**PURCHASE OF TWO SETS OF BUNKER GEAR**

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO APPROVE THE PURCHASE OF TWO SETS OF BUNKER GEAR FROM FIRE EQUIPMENT SPECIALTIES AT A COST OF \$3,500 EACH, FOR A TOTAL OF \$7,000; TO BE PAID FROM EQUIPMENT LINE ITEM #6311. MOTION PASSED 5-0.

**CITY ENGINEER REPORT**

A. Updates

Butler stated that he will present the plans and specifications for the 2025 Main Street Improvements Project at the first meeting in January. He stated that 95% of the Backwash Tank project is poured. He stated that next it will be backfilled. He stated there are punch list items for River Links and the Lift Station #1 Project that will be completed in the spring.

**POLICE DEPARTMENT REPORT**

A. Purchase of Squad Car Equipment

Chief Blum updated the Council that the squad was delivered in November and that the equipment is now needed for it.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE THE PURCHASE OF SQUAD CAR EQUIPMENT FOR THE 2025 FORD INTERCEPTOR FROM NORTH CENTRAL AT A COST OF \$14,970.06; TO BE PAID FROM CAPITAL EXPENDITURES LINE ITEM #6413. MOTION PASSED 5-0.

**CITY ADMINISTRATOR REPORT**

**A. Updates**

Dockendorf stated that for the new Fire Hall they are thawing ground and are projected to have footings done later in the week. She stated next will be foundation block which will take two weeks. She stated that work continues on the PUD and Preliminary Plat for River Links.

**COMMISSION UPDATES**

**A. Planning Commission**

Councilor Hennen stated that a representative from Xcel Energy was at their meeting to discuss their desire to expand their substation near West Wind Court. He stated that amendments will be needed to the zoning ordinance to help facilitate that expansion. He also stated that they discussed a parking stall analysis for businesses with apartments, to make it less restrictive for those who want to expand their businesses. Lastly, he stated they discussed the buffer zones for cannabis businesses.

**B. EDA**

Councilor Schmitz and Ramler stated that they discussed welcome signs with Jeff Kraemer, discussed the Post Office size being too small, and received a proposal presented by Soldners. They stated that new land for the Business Park continues to be something they are working on.

**C. Park Board & Rocori Trail**

Mayor Heinen stated that the Park Board did not meet, and Councilor Schmitz stated that neither did Rocori Trail.

**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 \$158,431.31 AND SUPPLEMENTAL LIST TOTALING \$334,146.72 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

**ADJOURN**

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO ADJOURN AT 5:59 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

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Dave Heinen, Mayor

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Kris Dockendorf, City Administrator