

TUESDAY, FEBRUARY 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 Shannon Miller, Doug Schmitz and Gary Theisen. Absent: Jayme Knapp. Others present: Brigid Murphy, Jon Stueve, Tammy Paczkowski, Heidi Stalboerger, Mark Stalboerger, Craig Guggenberger, Bon Hill-Simmons, Brian Lintgen, Kris Dockendorf, Jason Blum and Angie Mueller.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO APPROVE THE AGENDA OF THE FEBRUARY 13, 2018 CITY COUNCIL MEETING. MOTION PASSED 4-0.

CONSENT AGENDA

A. Minutes – January 23, 2018

B. One-Day Gambling License, Rocori Band Boosters – Raffle on April 10, 2018 at Side Bar and Grill
MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED 4-0.

RESOLUTION NO. 2018-06 A RESOLUTION AMENDING THE ANNUAL APPOINTMENTS

Murphy explained that the Park Board had met and recommended appointing Shannon Smith to the open seat.
MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO APPROVE RESOLUTION NO. 2018-06, AMENDING THE ANNUAL APPOINTMENTS APPROVING SHANNON SMITH AS THE NEW PARK BOARD MEMBER. MOTION PASSED 4-0.

SPLASH PAD PROGRESS UPDATE

Wayne Cymbaluk, Park Board Chairman and Tim Kraemer, Splash Pad Committee member, gave the Council an update on their progress. Together, they explained the request to have Stantec complete a Scoping Study as the next step in the process to further determine the focus of the project and define a clear path of the next steps in the project. Lintgen stated that the Scoping Study would include an updated master plan for the park and a preliminary cost plan. Kraemer discussed the fundraising stating that eight businesses had already donated to the project raising \$175,000.

MOTION WAS MADE BY SCHMITZ, SECONDED BY THEISEN, TO APPROVE A SCOPING STUDY TO BE COMPLETED BY STANTEC FOR THE SPLASH PAD PROJECT AND FURTHERMORE, FOR THE STUDY TO BE PAID FROM THE CAPITAL IMPROVEMENTS FUND. MOTION PASSED 4-0.

RECAP OF OPEN HOUSE EVENT DISCUSSING THE SPACE STUDY

The Council agreed that something needs to be done with the current space at the City Hall complex, but perhaps not to the scale of what was originally proposed. They discussed two scenarios they would like to see, one being with all departments staying in the current building except for the fire department and the other configuration of the current building with the Administration and Library moved out. Murphy stated she would check with Murray Mack to see if both configuration scenarios could be accomplished with the amount budgeted for this year for the Space Study.

DISCUSSION OF TOWNSHIP POSITION ON FIRE SERVICE CONTRACT

Craig Guggenberger, Chairman of the Colleeville Township Board distributed a document to the Council and stated their position for a fire service contract where they pay for what they've used, essentially based on calls. He stated that they would like to figure out a fair percentage of the capital improvements that they would pay to make it a fair playing field for all. He added that they would be open to phasing in the changes over a period of several years. The Council agreed to conduct a workshop on Wednesday, February 21st at 5:30 p.m. to further discuss the contract.

APPROVE ORDINANCE NO. 364 TO AMEND THE SIGNIFICANT INDUSTRIAL USER SEWER RATE

Stueve explained that the increase to the sewer rate for significant industrial users would add a fee for phosphorus. It also provides for a higher fee if the wastewater is too strong, to make sure that industrial users are doing their own pre-treatment before the wastewater gets sent to the City treatment plant.

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO APPROVE ORDINANCE NO. 364 AMENDING THE CITY CODE OF COLD SPRING BY ADJUSTING THE INDUSTRIAL USER SEWER RATE. MOTION PASSED 4-0.

PUBLIC WORKS DIRECTOR REPORT**A. Replacement of Printer/Copier**

Stueve stated that their current copier/printer, which was previously used at City Hall, needs to be replaced because it is no longer functioning properly.

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE THE PURCHASE OF A NEW PRINTER/COPIER FROM COORDINATED BUSINESS SOLUTION FOR A TOTAL OF \$2,990.00 AND FURTHERMORE, TO BE PAID OUT OF LINE ITEM NUMBER 6311, BEING SPLIT EQUALLY BETWEEN THE STREETS, WATER AND WASTEWATER BUDGETS. MOTION PASSED 4-0.
MOTION PASSED 5-0.

B. Well #7 Distribution Design

Stueve reported that Traut Wells has been delayed but they are hoping to drill Well #7 at the end of February. He explained that in the meanwhile he would like to have Stantec start the design process for the distribution system and well house controls. He stated that it takes three to six months for the electrical panel to be delivered. He added that with the tight timelines he would like to get permission to move forward now. Councilor Theisen stated that he would like to get a cost estimate from Stantec for the cost to design the distribution system and wellhouse controls.

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE STANTEC TO START THE DESIGN PROCESS FOR THE CRITICAL COMPONENTS FOR THE DISTRIBUTION SYSTEM AND WELL HOUSE CONTROLS, FURTHERMORE, THAT STANTEC PROVIDE AN UPDATE ON THE COST ESTIMATE AT THE NEXT MEETING FOR THE REMAINDER OF THE PROJECT COMPONENTS. MOTION PASSED 4-0.

CITY ENGINEER REPORT**A. Update on MPCA Appeal**

Lintgen reported that he has been in contact with Braun Intertec to prepare an appeal to the MPCA. He described the components that they were planning on appealing which includes the cap for hauling costs, costs to upgrade the gaskets and piping in the areas of contamination, contractor mark-up, and the contractor's registration status.

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO MOVE FORWARD WITH THE APPEAL PROCESS WITH THE MPCA. MOTION PASSED 4-0.

POLICE DEPARTMENT REPORT**A. Monthly Reports**

Chief Blum provided the Council with the monthly statistics of the calls for service from December 2017.

B. New Canine Department Member

Chief Blum reported that the new canine has arrived and that training will begin shortly. He stated that in the coming weeks the name will be revealed to the students since they helped decide on the dog's name.

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO APPROVE THE PURCHASE OF THE NEW CANINE FOR THE DEPARTMENT AT A COST OF \$15,350.00 AND FURTHERMORE, TO BE PAID FROM DONATIONS TO THE DEPARTMENT. MOTION PASSED 4-0.

C. Purchase of a Stalker DSR 2 Radar

Chief Blum reported that the last two radars the department received were from the Towards Zero Deaths program. He stated that program has changed and radars are no longer available, therefore he is requesting to purchase one for the new canine squad car.

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE THE PURCHASE OF A DSR 2 RADAR FOR A COST OF \$2,747.10 AND FURTHERMORE, TO BE PAID OUT OF THE POLICE DEPARTMENT BUDGET LINE ITEM 6311. MOTION PASSED 4-0.

D. Other

Chief Blum reminded motorists to lock their vehicles when they are running outside of businesses in the cold.

CITY ADMINISTRATOR REPORT

A. CEDA Update

Murphy stated that Reva Mische will be the consultant working with the EDA. She stated that Mische attended the EDA meeting and will plan to attend a future Council meeting.

B. Resolution No. 2018-07, A Resolution Authorizing Electronic Storage of Government Records

Murphy stated that the new office assistant has been working on identifying, storing, and preparing documents for destruction. She stated that under the State Record Retention Policy cities are able to store records electronically, but that the City Council must approve of that medium.

MOTION MADE BY MILLER, SECONDED BY THEISEN, TO APPROVE RESOLUTION 2018-07, A RESOLUTION AUTHORIZING ELECTRONIC STORAGE OF GOVERNMENT RECORDS. MOTION PASSED 4-0.

C. Safety and Loss Control Workshops

Murphy stated that several staff members would like to attend the workshop on April 24th for Safety and Loss Control.

MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO APPROVE ATTENDANCE AT THE 2018 SAFETY AND LOSS CONTROL WORKSHOP BY THE CITY ADMINISTRATOR, FINANCE DIRECTOR, POLICE CHIEF AND PUBLIC WORKS DIRECTOR. MOTION PASSED 4-0.

D. Other

Murphy stated the DNR is providing free training on Basic Floodplain and Shoreland Management in Golden Valley that she would like to attend. Murphy also stated that there is a sub-committee that she has applied to serve on for Records Retention through the MN Clerks and Finance Officers Association.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$134,511.00 AND SUPPLEMENTAL LIST TOTALING \$44,787.39 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

ADJOURN

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO ADJOURN AT 7:35 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

Dave Heinen, Mayor

Brigid Murphy, City Administrator