

TUESDAY, FEBRUARY 14, 2017 JOINT COLD SPRING CITY COUNCIL AND PLANNING COMMISSION MEETING 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 Doug Schmitz. Absent: Gary Theisen. The following Planning Commission members were found to be present: Tom LeGassa, Ryan Hennen, Ann Harren. Others present: Brigid Murphy, Shawn Garding, Brian Lintgen, Dan Kron, Jon Stueve, Randy Hennen, Tammy Paczkowski, Jason Blum, Becky Putzke, Cliff Johnson, Jason Kirchoff, Julia Konop, Craig Guggenberger, Ralph Schlangen, Jami Trenam, Jane Kalthoff, Heidi Stalboerger and Angie Mueller.

OPEN PUBLIC FORUM

Cliff Johnson announced that there will be an open house on March 2nd at the Cold Spring Area History Museum from 5-7 pm at the DEF.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE THE AGENDA OF THE FEBRUARY 14, 2017 CITY COUNCIL MEETING. MOTION PASSED 4-0.

CONSENT AGENDA

A. Minutes – January 24, 2017

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE THE MINUTES OF THE JANUARY 24, 2017 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.

B. One-Day Gambling Permit, The Nicholas P. Koenig HERO Foundation

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE FORM LG220 APPLICATION FOR EXEMPT PERMIT TO CONDUCT ONE-DAY GAMBLING FOR NICHOLAS P. KOENIG HERO FOUNDATION FOR A RAFFLE TO BE HELD APRIL 1, 2017 AT THE GREAT BLUE HERON; FURTHERMORE TO WAIVE THE 30 DAY WAITING PERIOD FOR SAID PERMIT. MOTION PASSED 4-0.

RADAR DONATION

Becky Putzke, Towards Zero Deaths Law Enforcement Liaison from the Office of Traffic Safety presented Interim Chief Jason Blum with a donation of a radar unit for the department's efforts in promoting traffic safety and being named Outstanding Agency by the Department of Public Safety.

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE RESOLUTION NO. 2017-11, A RESOLUTION ACCEPTING THE DONATION OF A RADAR UNIT FROM THE DEPARTMENT OF PUBLIC SAFETY, OFFICE OF TRAFFIC SAFETY. MOTION PASSED 4-0.

PLANNING COMMISSION MEETING CALLED TO ORDER

Planning Commission Chairman Dave Heinen called the Planning Commission Meeting to order at 6:37 p.m.

SPACE STUDY REPORT

Murry Mack and John Huebsch from HMA Architects presented the Council and Planning Commission with the Space Study Report. Mack explained that over the course of several months meetings were held along with input provided from staff on the needs of each individual department. He stated that the Space Study is a starting document that identifies general program needs and potential costs and can be used to take off in more detail. The study proposed moving both the Fire and Police Departments out of the current building, to a newly constructed Public Safety Center which would allow the departments to share space. Two sites were shown as possible locations for the center, one being in Granite Landing and the other on the Fuchs Farm property north of the Rocori School District property. He explained that based on moving those two departments out, the current City Hall building would then be remodeled and expanded to provide space for the Library, City Council and Administration Department. He then presented the cost estimates for the two projects, the City Hall remodel and expansion costs were \$2.6 million and the new Public Safety Center cost would be \$6.2 million not including land costs, for a total cost of \$8.9 million. The Council agreed to table the discussion to further consider the study, and to resume discussion at the March 14th meeting where they would consider removing the draft status of the report and adopt the study.

MINOR SUBDIVISION FOR COLD SPRING CO-OP

Murphy explained that the Cold Spring Co-Op purchased a spur from Burlington Northern Santa Fe (BNSF) Railway that is located north of Teals Market. She stated that a minor subdivision is required because the spurs that BNSF owned were lumped into one parcel id, and therefore it needs to be split from the larger tract of land.

MOTION WAS MADE BY LEGASSA, SECONDED BY HENNEN, TO RECOMMEND THE APPROVAL OF THE MINOR SUBDIVISION FOR THE COLD SPRING CO-OP ON BEHALF OF BURLINGTON NORTHERN SANTA FE RAILWAY. MOTION PASSED 5-0.

APPROVAL OF MINUTES OF THE JANUARY 18, 2017 PLANNING COMMISSION MEETING

MOTION MADE BY HENNEN, SECONDED BY LEGASSA, TO APPROVE THE MINUTES OF THE JANUARY 18, 2017 PLANNING COMMISSION MEETING AS PRESENTED. MOTION PASSED 5-0.

ADJOURN PLANNING COMMISSION MEETING

MOTION WAS MADE BY HARREN, SECONDED BY LEGASSA TO ADJOURN AT 7:21 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE PLANNING COMMISSION. MOTION PASSED 5-0.

JOINT POWERS DISCUSSION ON FIRE DEPARTMENT UPDATE

Murphy and Heinen explained that they have been meeting with representatives from the townships on the possibility of creating a Joint Powers Agreement for the Fire Department. They requested feedback from the Council on whether the Council was in favor of continuing discussions at the next scheduled meeting of the group on February 22nd. The Council indicated they were open to further discussions with the townships, agreeing that there are many different scenarios possible, whether it be a small agreement or an advisory board.

RESOLUTION NO. 2017-10, A RESOLUTION APPROVING A MINOR SUBDIVISION

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE RESOLUTION NO. 2017-10, A RESOLUTION APPROVING THE MINOR SUBDIVISION FOR THE COLD SPRING CO-OP ON BEHALF OF BURLINGTON NORTHERN SANTA FE RAILWAY. MOTION PASSED 4-0.

RESOLUTION NO. 2017-09, A JOINT POWERS AGREEMENT BETWEEN THE STATE OF MINNESOTA

Murphy explained that in order for the City Attorney's office to have access to tools within the Criminal Justice Data Communication Network, the Police Department and City Attorney must enter into a Joint Powers Agreement with the State of Minnesota.

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO ADOPT RESOLUTION NO. 2017-09, A RESOLUTION APPROVING THE STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF COLD SPRING ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT. MOTION PASSED 4-0.

THIRD AMENDMENT TO THE AMERICAN TOWER CONTRACT TERMS REGARDING RENTS DUE

Murphy explained there was an error in the previously approved contract, specifically on the revenue sharing provision. The amendment will correct the language to the original intent of the agreement.

MOTION WAS MADE BY MILLER, SECONDED BY SCHMITZ, TO APPROVE THE THIRD AMENDMENT TO THE AMERICAN TOWER CONTRACT TO CORRECT THE TERMS REGARDING RENTS DUE. MOTION PASSED 4-0.

PUBLIC WORKS DIRECTOR REPORT

A. Purchase of a Steamer

Stueve stated that the steamer will be used for cleaning nozzles in the aeration basin and other wastewater equipment. He stated he obtained two bids, with the lowest one being from Wheels Water Service for a price of \$5,300.

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE THE PURCHASE OF A STEAMER FROM WHEELS WATER SERVICE FOR A COST OF \$5,300.00 FROM THE WASTEWATER BUDGET LINE ITEM #6413, CAPITAL EXPENDITURES. MOTION PASSED 4-0.

B. Well/Water Update

Stueve explained that he has updated the planned expenses for the well field/treatment project. Stueve stated that he is continuing to work with Xcel on getting power to the Froehle's pivot, which is required to be completed by the end of 2017.

CITY ENGINEER REPORT

A. CSAH 2 Update

Lintgen stated that the Welcome to Cold Spring signs have been installed on the granite columns. He added that the fence and final wear course will be completed this spring. He stated that the MPCA is reviewing the report on the contaminated soils and after that is complete it will be sent to the Petrofund for reimbursement.

B. Main Street

Lintgen stated that the project advertisements have been published and the bids are due on February 22nd.

C. SW Stormwater Infiltration Project

Lintgen stated that the final wrap up is being done for the grant reimbursement.

D. Wells Update and Request to Pay \$5,000.00 Deposit for Xcel to Commence the Design and Cost Estimate for Providing Power to the Well Site and Froehle Pivot

Lintgen stated that Xcel Energy requires a deposit for the electric design for providing power to the well site and Froehle's pivot. He added that as in the past, the deposit gets applied to the final cost of the electric work for the project. MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE THE EXPENDITURE OF \$5,000.00 AS DEPOSIT TO XCEL ENERGY TO COMMENCE THE DESIGN AND COST ESTIMATE FOR PROVIDING POWER TO THE WELL SITE AND FROEHLE PIVOT. MOTION PASSED 4-0.

POLICE DEPARTMENT REPORT**A. Monthly Updates**

Interim Chief Blum reported on the calls for December of 2016.

B. Wakefield Township Update

Interim Chief Blum explained that Wakefield Township had requested information from the department on basic police coverage costs and that he has been working to put together that information.

C. Red River Run

Interim Chief Blum stated that the Red River Run is planning on modifying the run route slightly to travel on the sidewalk on the north side of the roundabout. He stated that he did not have an issue with the change and wanted the Council to be aware of it.

D. Department Community Outreach

Interim Chief Blum stated that the department will be trying something new, where officers periodically join elementary students for their lunch period to provide positive interactions with students.

E. Other

Councilor Knapp inquired about the planned purchase of another department canine. Interim Chief Blum explained that the fall of the year is when the dog selection process begins. He added that due to unforeseen personnel changes during that time this past year the process was not started. He stated it is his intention to resume the process this coming fall.

CITY ADMINISTRATOR REPORT**A. Legislative Update Regarding Transportation**

Murphy stated that the League of Minnesota Cities is lobbying the legislature to provide additional dedicated state funding for city streets. She stated that she was given a sample resolution that the city could adopt to show support of some sort of dedicated funding for cities that are not eligible for funds from the Municipal State Aid Funding. She stated that this will be a topic to talk to legislatures about at their conference coming up. The Council was in favor of getting state funding for city streets.

B. Small Cell Tower Discussion

Murphy stated that small cell tower companies are seeking to fast track getting access to right of way with limited review or fees from cities. She stated that if the Council is in favor she will submit a comment to the FCC, stating the City's objection to taking away the power of the Council on these matters. The Council indicated their general support of making the comment.

C. Legislative Conference March 23, 2017 Attendance

Murphy stated that Mayor Heinen and Councilor Knapp have indicated their interest in attending the conference, she asked that other Council members let her know if they plan on attending too.

D. Request to Add Commission and Committee Meetings as Standing Item Monthly

Murphy stated that in an effort to be transparent with the public that the Council have a monthly update on the various committees that each Council member serves on. The Council indicated their support of doing monthly updates at the end of the future Council meetings.

E. Other

Murphy stated that at the last Rocori Trail Construction Board Meeting the board indicated their intent to request a donation of \$36,000 from each three cities toward the trail. She stated that since this expenditure was not budgeted, she requested whether the Council would be opposed to using the revenue the City will receive from the Assumption Home Refunding of Bonds, which is expected to be approximately the same amount, for this contribution. The Council did not indicate any objections. Murphy stated she would ask for formal approval of the expenditure at a future meeting.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$144,327.25 AND SUPPLEMENTAL LIST TOTALING \$67,715.00 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

ADJOURN

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO ADJOURN AT 7:50 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

Dave Heinen, Mayor

Brigid Murphy, City Administrator

Dave Heinen, Planning Commission Chair