

**MONDAY, FEBRUARY 24, 2020 COLD SPRING CITY COUNCIL SPECIAL 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, Doug Schmitz and Gary Theisen. Others present: Brigid Murphy, Brian Lintgen, Jason Blum, Jon Stueve, Karl Schmitz and Brad Busse.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE THE AGENDA OF THE FEBRUARY 24, 2020 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – February 11, 2020

B. Nicholas P. Koenig Hero Foundation – LG220 Application – Raffle to be held April 4, 2020 at The Great Blue Heron

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

RESOLUTION NO. 2020-06, A RESOLUTION REGARDING A STREET CLOSING REQUEST FROM COLD SPRING BREWING COMPANY

Karl Schmitz from Cold Spring Brewing Company explained the request to close 5th Avenue North for a period of three days, either March 2, 3 and 4 or March 9, 10, and 11. He stated the dates are dependent on when concrete can be poured, but either way a 48 hour notice would be given. He stated that part of their construction project requires that steel structure walls be put in place by a crane, which requires additional room for the crane to maneuver the beams.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE RESOLUTION NO. 2020-06, A RESOLUTION APPROVING THE CLOSURE OF 5TH AVENUE NORTH FROM 2ND STREET NORTH TO 4TH STREET NORTH ON MARCH 2, 3, 4 OR MARCH 9, 10, 11, 2020. MOTION PASSED 5-0.

PUBLIC WORKS DEPARTMENT REPORT

A. Update on Water Treatment Plant

Stueve explained that staff continues to meet with Stantec on design and are currently debating whether to have a back-wash tank or not.

B. Update on Water, Sewer and Pre-Treatment

Stueve stated that they are working on a new route for the water line which will go through a couple of farmers fields. He stated that the farmers are excited to be helping out and are willing to provide easements.

C. Mechanic Position

Stueve stated there were five applicants for the position and staff is now ranking the candidates. He stated that interviews will be held next week.

CITY ENGINEER REPORT

A. County Road 158/1st Street South Update

Lintgen explained that the project is being advertised. He stated that quotes came back on tree clearing and the city's portion will be \$37,435.00. He added that the second improvement hearing for the project will be held on March 10, 2020.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE THE QUOTES FOR TREE CLEARING FOR COUNTY ROAD 158/1ST STREET SOUTH PROJECT. MOTION PASSED 5-0.

B. Wells Update

Lintgen explained that test holes will be drilled shortly to get the analysis of the soils so they can build the screens for the casing.

POLICE DEPARTMENT REPORT

A. Purchase of Evidence Tracker System

Chief Blum requested the purchase of the software for the evidence tracker computer and the handheld scanner equipment that goes with it.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE THE PURCHASE OF EVIDENCE TRACKING SYSTEM AND HARDWARE FROM PMI AT A COST OF \$4,685.00 AND FURTHERMORE, TO BE PAID FROM THE POLICE DEPARTMENT CAPITAL EXPENDITURE LINE ITEM #6413. MOTION PASSED 5-0.

B. Other

Chief Blum gave an update on the department facebook page, scams, teen driving classes, and hands only CPR classes that are upcoming. He thanked the Rocori Senior Center for the Law Enforcement Appreciation lunch that they hosted.

CITY ADMINISTRATOR REPORT

A. Amendment to Fund Balance Policy

Murphy explained that to optimize the City’s bond ratings staff would like to amend the fund balance policy to reflect 10% in the committed fund balance instead of 25%. She stated this would more accurately reflect what is already being done and show compliance with the City policy.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE AMENDMENT OF THE FUND BALANCE POLICY AS PRESENTED. MOTION PASSED 5-0.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$60,346.69 AND SUPPLEMENTAL LIST TOTALING \$8,721.58 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO ADJOURN AT 6:48 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

David Heinen, Mayor

Brigid Murphy, City Administrator