

## **TUESDAY, FEBRUARY 28, 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 and Doug Schmitz. Absent: Ryan Hennen and Fran Ramler. Others present: Kris Dockendorf, Jason Blum, Jon Stueve, Sam Butler, Dan Weber, Donna Lebrun and Joe Jelovnick.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE THE AGENDA OF THE FEBRUARY 28, 2024 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 3-0.

### **CONSENT AGENDA**

A. Minutes – February 14, 2024 Regular Meeting and October 26, 2023 Special Meeting

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED 3-0.

### **FIRE DEPARTMENT REPORT**

A. Subscribe to On-Line Training

Chief Weber explained that both Sartell and St. Cloud Fire Departments use this online training. He explained that the courses can be done at home instead of having personnel travel to attend courses. He stated that there are leadership courses too for Officers in the department. He stated that they will still need to do some practical training in person for hands on lessons.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO PURCHASE A SUBSCRIPTION FOR ON-LINE FIRE AND MEDICAL TRAINING FROM VECTOR SOLUTIONS AT A COST OF \$800 FOR A ONE-TIME IMPLEMENTATION FEE AND AN ANNUAL FEE OF \$3,972, FOR A TOTAL COST THE FIRST YEAR OF \$4,772; FURTHERMORE, TO BE PAID FOR OUT OF THE FIRE DEPARTMENT TRAINING LINE ITEM #6114. MOTION PASSED 3-0.

B. Updates

Chief Weber stated that since February 1<sup>st</sup> there have been 51 calls, and overall 162 calls since December 1, 2023. He stated that most of the calls have been medicals with one house fire which required assistance from Richmond and Rockville. He added that burning restrictions are anticipated soon due to the dry weather. Lastly, he said that the department would like to give a tour to show the Council the current areas of the fire department and how the new facility will provide needed area expansion.

### **PUBLIC WORKS DIRECTOR REPORT**

A. Tree Removal for New Maintenance Building

Stueve stated that staff will be able to remove the trees which will provide a significant amount of savings for the project.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO PROCEED WITH TREE REMOVAL TO BE DONE BY CITY PUBLIC WORKS STAFF, AT THE LOCATION OF THE PROPOSED NEW MAINTENANCE BUILDING. MOTION PASSED 3-0.

B. Bob Kilmer Employment

Stueve stated that Kilmer has been busy helping with various Public Works tasks and projects. He stated that he would like to keep Kilmer on staff year-round at 16 hours a week. He stated that Kilmer has been a spring to fall employee in the past and has proved himself as a valuable part of their crew.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO HIRE BOB KILMER AS A PERMANENT, PART-TIME PUBLIC WORKS TECHNICIAN UP TO 24 HOURS PER WEEK, STARTING MARCH 1, 2024 AT \$18.00 PER HOUR. MOTION PASSED 3-0.

C. Advertise for Seasonal Part-Time Parks Employees

Stueve stated he would like to start advertising for the positions needed for the summer to cut grass. He stated his preference to have one adult and one teenager to fill the positions. He explained that one of the positions being advertised is the position that Landon Winkelman held last year. He stated that with the unseasonably

warm temperatures that grass cutting could start early this year, but the seasonal work positions wouldn't start until it was necessary.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE ADVERTISING FOR HIRING TWO SEASONAL POSITIONS, UP TO 32 HOURS PER WEEK EACH, ONE FOR MID-APRIL THROUGH THE END OF OCTOBER AT \$18.00 PER HOUR, AND ONE FOR MEMORIAL DAY TO LABOR DAY AT \$16.00 PER HOUR. MOTION PASSED 3-0.

#### D. Updates

Stueve stated that staff have been filling pot holes and have been working on dock repairs. He they will need to accept delivery of the remaining amount of salt purchased for this year by May 31<sup>st</sup>. He stated he will likely budget \$0 for salt purchase in 2025 since very little was used this past winter. He added that MnDOT advised him that they will be looking a changing timing of their traffic signals on Hwy 23, to help with the increased traffic flow during shift change times at Pilgrims and at Highway 23 and Red River Avenue South. Councilor Fall stated that timing changes are also needed for the crosswalk buttons so that pedestrians have enough time to make it across all lanes when the signal indicates to walk. Stueve discussed the intersection of Red River Avenue and Main Street and installing temporary blockers along side the right hand lanes since there are not designated right hand turn lanes at the intersection.

### CITY ENGINEER REPORT

#### A. Water Treatment Plan Change Order #8

Butler explained that this change order is in relation to the Well #4 rehabilitation project. He stated that a second round of acid treatment was needed to increase the effectiveness of the screen at the Well. He stated that it was strictly for Well #4 and not a design flaw in the Water Treatment Plant.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE CHANGE ORDER #8 FOR THE WATER TREATMENT PLANT FOR THE REHABILITATION OF WELL NO. 4 IN THE AMOUNT OF \$24,084.11. MOTION PASSED 3-0.

#### B. Lift Station No. 1 Rehabilitation Materials Testing

Butler explained that two quotes had been obtained for the material testing required before the construction project starts. He stated his recommendation is to go with the lower quote from ITT.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE MATERIALS TESTING FOR THE LIFT STATION NO. 1 REHABILITATION PROJECT FROM INDEPENDENT TESTING TECHNOLOGIES AT AN ESTIMATED COST OF \$3,510.00 MOTION PASSED 3-0.

#### C. Discuss 2025 Main Street Improvement Project

Butler explained that after discussion with staff that they expanded the project area a bit to cover a block of 8<sup>th</sup> Avenue North from Main Street to 1<sup>st</sup> Street North, since that area had old infrastructure beneath it too. He provided a map showing the various sections and the proposed improvements to each, including realigning a section of Main Street directly east of the bridge. Butler recommended starting the Feasibility Study soon so that the cost estimates would be known before the 2025 budget is set. He discussed the benefits of having the project designed early including receiving better bids.

#### D. Other

Stueve explained that Public Works will begin burning the methane gas now that the Pre-treatment Plant has reached it's capacity. He advised that the public should not be concerned when they see a three-foot flame coming from a 20-foot burner at the Public Works site, it is designed for odor control and fuels their boiler. He stated he would notify the emergency dispatch center so that they don't dispatch out the fire department to contain the flames.

### POLICE DEPARTMENT REPORT

#### A. Updates

Chief Blum briefed the Council on a recent narcotics investigation that the department assisted with, along with an investigation into car thefts. He stated that he is participating in the discussion of cost allocation for

the new countywide CAD system by representing the local partner agencies.

**CITY ADMINISTRATOR REPORT**

**A. Updates**

Dockendorf stated that the Builders Breakfast went well and that they plan on doing another one at some point in the future. She stated that the Presidential Primary election will be held on March 5<sup>th</sup>. Dockendorf also stated that the Public Hearing for the Fire Hall Financing will be continued at the next regular meeting and that the 30-day time period begins after the hearing is closed.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$953,737.26 AND SUPPLEMENTAL LIST TOTALING \$30,085.33 AS PRESENTED BY CITY STAFF. MOTION PASSED 3-0.

**COMMISSION UPDATES**

**A. Planning Commission**

Dockendorf explained that they discussed the Spartan Field site plans and provided input to the developer on the cul-de-sacs.

**B. EDA**

Councilor Schmitz stated they discussed the Arnie Schmitt land, the Main Street grant projects, the Builders Breakfast, and a potential mural on the exterior sidewall of the Cold Spring Bakery.

**C. Park Board**

Mayor Heinen stated they discussed the Spartan Fields addition in relation to parkland dedication fees and the possible construction of a bike trail from the school district property, through their development to connect in North Pointe.

**D. Rocori Trail**

Councilor Schmitz stated they have a meeting next week.

**ADJOURN**

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO ADJOURN AT 5:52 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 3-0.

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David Heinen, Mayor

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Kris Dockendorf, City Administrator