

## **TUESDAY, MARCH 24, 2020 COLD SPRING CITY COUNCIL 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. Others present: Brigid Murphy, Jason Blum, Jason Spoden, Karl Schmitz, Scott Bender, Mike Dockendorf and Angie Mueller. Also present by phone: Brian Lintgen, Jon Stueve and Brian Demos.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE THE AGENDA OF THE MARCH 24, 2020 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.

### **CONSENT AGENDA**

A. Minutes – March 10, 2020 Regular Meeting Minutes

MOTION WAS MADE BY MILLER, SECONDED BY SCHMITZ, TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED 4-0.

### **RESOLUTION NO. 2020-09, A RESOLUTION DECLARING A LOCAL EMERGENCY**

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO RATIFY RESOLUTION NO. 2020-09, A RESOLUTION DECLARING A LOCAL EMERGENCY FOR THE CITY OF COLD SPRING. MOTION PASSED 4-0.

### **MEMORANDUM OF UNDERSTANDING WITH COLD SPRING BREWING**

Scott Bender from Cold Spring Brewing Company explained this agreement will allow Stantec to move forward with the designing, bidding and construction of the raw water project and sewer project for the Brewery. Bender stated they would be paying up to \$25,000 if a development agreement can't be reached in the future.

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE THE MEMORANDUM OF UNDERSTANDING WITH COLD SPRING BREWING COMPANY FOR RAW WATER INFRASTRUCTURE AND WELLS 8 AND 9, PUMPS AND CONTROLS. MOTION PASSED 4-0.

### **RESOLUTION NO. 2020-10, A RESOLUTION APPROVING A STREET CLOSURE**

Karl Schmitz from Cold Spring Brewing Company explained that they would be receiving new tanks for the new fermentation building. He stated the first tank will be delivered on April 7<sup>th</sup> and the other tanks will be coming in the next following days until April 19<sup>th</sup>. He stated there will only be four days that they will need to have the road closed in that time span, but would like the flexibility since the arrival dates are within that time period.

MOTION WAS MADE BY MILLER, SECONDED BY SCHMITZ, TO APPROVE RESOLUTION NO. 2020-10, A RESOLUTION APPROVING A STREET CLOSURE OF 5<sup>TH</sup> AVENUE FROM 2<sup>ND</sup> STREET NORTH AND 4<sup>TH</sup> STREET NORTH INTERMITTENTLY FROM APRIL 7, 2020 AND APRIL 19, 2020. MOTION PASSED 4-0.

### **APPROVAL OF EASEMENT WITH CENTERPOINT ENERGY**

Murphy explained that the easement was drafted by Centerpoint and reviewed by the City Attorney. Murphy stated that as soon as the easement gets recorded, Centerpoint would like to start the work of relocating the gas regulator station before the Co Rd 158 construction project begins.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE GRANTING AN EASEMENT TO CENTERPOINT ENERGY TO LOCATE A GAS TRANSMISSION OR DISTRIBUTION HUB TO A 20 FT X 20 FT SECTION OF CITY PROPERTY WITH P.I.N. 48.29869.0005. MOTION PASSED 4-0.

### **PUBLIC WORKS DIRECTOR REPORT**

A. Resignation of Ron Fuchs

Jon Stueve explained that Ron Fuchs submitted a letter of resignation and that his last day will be April 30<sup>th</sup>.

Stueve stated that Fuchs has been a huge asset to the City and thanked him for his service and wished him well on his retirement.

MOTION MADE BY MILLER, SECONDED BY KNAPP, TO ACCEPT THE RESIGNATION OF RON FUCHS FROM THE PUBLIC WORKS DEPARTMENT EFFECTIVE APRIL 30, 2020 AND FURTHERMORE, TO THANK HIM FOR HIS YEARS OF SERVICE. MOTION PASSED 4-0.

**B. Request to Hire Maintenance Tech IV (Mechanic)**

Stueve explained that interviews were conducted, and he is recommending Connor Tomsche for the position of Maintenance Tech IV. He stated that Tomsche has diesel mechanic experience and he will be a good fit. Stueve explained that six months would be given for Tomsche to obtain his commercial drivers license. Murphy stated she would add language into the employment offer letter, relative to that or within a reasonable period of time, given the current pandemic where licenses cannot be obtained.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE THE HIRING OF CONNOR TOMSCHE FOR THE POSITION OF MAINTENANCE TECH IV, AT A RATE OF \$23.19 PER HOUR (STEP 3) WITH AN INCREASE TO \$23.91 UPON COMPLETION OF A CLASS A MN COMMERCIAL DRIVERS LICENSE. MOTION PASSED 4-0.

**CITY ENGINEER REPORT**

**A. Resolution No. 2020-12, A Resolution Accepting and Awarding the Bid for the County Road 158 Project**  
Lintgen reported that tree clearing is complete and the low bidder for the project is C & L Excavating.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO ADOPT RESOLUTION NO. 2020-12, A RESOLUTION ACCEPTING BIDS AND AWARDING A CONTRACT FOR THE "COUNTY ROAD 158 IMPROVEMENT PROJECT". MOTION PASSED 4-0.

**B. Water Treatment Plant Update**

Lintgen reported that meetings are ongoing with staff on the design.

**C. Well 8 & 9 Drilling Update**

Lintgen stated that well drilling has started and that additional test holes will be drilled to see if there is more favorable geology in different holes.

**D. Resolution No. 2020-11, A Resolution Accepting Plans and Specifications for the Watermain from Wells 8 and 9 to the Cold Spring Brewery Distribution Center**

Lintgen stated that if approved, the advertising for bids for the project would be sent and the bids would be due on April 10<sup>th</sup>.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE RESOLUTION NO. 2020-11, A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR WELLS 8 & 9 WATERMAIN. MOTION PASSED 4-0.

**E. Well 8 & 9 Pumps, Controls, Overhead Power and Road Scope and Fee**

Lintgen explained that this is the third part of the project and will make it a complete project.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE THE SCOPE AND FEE FOR WELLS 8 AND 9 PUMPS, CONTROLS, OVERHEAD POWER AND ROADWAY. MOTION PASSED 4-0.

**F. Sanitary and Water Main Infrastructure Improvements**

Lintgen explained that this is part of accommodating the expansion of the Brewery. He stated that due to the nature of the waste produced by the Brewery the City is working to collect their wastewater separately so it can be treated at the future wastewater pre-treatment facility. The project would consist of piping, a new lift station, and a forcemain to the treatment facility. He added that the water main portion of the project would consist of a new raw watermain from near the Business Park to the Brewery's downtown facility.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE THE SCOPE AND FEE FOR THE SANITARY SEWER AND WATER SYSTEM IMPROVEMENTS. MOTION PASSED 4-0.

**POLICE DEPARTMENT REPORT**

Chief Blum stated that the squad car that was ordered in July has arrived. He stated the department forfeited a utility terrain vehicle and is evaluating if it can be re-outfitted to be used by the department and the fire department if there is a need. He stated the costs to upgrade it will be around \$3,000. He stated that the CPR training has been cancelled for now. He stated that the department is still responding to calls, but is practicing social distancing as best they can in most situations. The Council stated they appreciate the scam information being posted on the department Facebook page.

**CITY ADMINISTRATOR REPORT**

**A. Federal Law H.R. 6201, Response to COVID-19 Discussion**

Murphy explained the federal leave laws that were enacted in response to the COVID-19 pandemic. She stated that all staff are still working and practicing social distancing. Murphy stated that she is considering restricting access to certain hallways in the building. The Council was supportive and understanding of the current situation. Emergency Management Services Director Mike Dockendorf explained that he has been in contact with the Stearns County Emergency Operations Center for weekly updates and that their website has a lot of good information on it.

**B. Annual Audit Fraud Interview of Council Member**

Murphy explained that the audit this year will be done remotely, and that one Council member will need to be designated to conduct the fraud interview. Councilor Schmitz volunteered to be contacted by phone for it.

**C. Approve Request for a Special Meeting March 31, 2020 from Cold Spring Brewing Company**

Murphy stated that Cold Spring Brewing Company has requested a special meeting for three items, consisting of the Environmental Assessment Worksheet, Tax Increment Financing and an application to the Department of Employment and Economic Development job creation fund. She added that teleconference meetings would also be discussed. The Council agreed to start the meeting at 6 p.m.

**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 \$134,623.01 AND SUPPLEMENTAL LIST TOTALING \$30,554.41 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

**ADJOURN**

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO ADJOURN AT 7:09 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

---

David Heinen, Mayor

---

Brigid Murphy, City Administrator