

WEDNESDAY, MARCH 25, 2026 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, Ryan Hennen, Fran Ramler and Doug Schmitz. Absent: None. Others present: Kris Dockendorf, Jon Stueve, Jason Blum, Chris Steichen, Jen Steichen, Lee Molitor, Marlyne Molitor, Jeanna Calfas, Marty Bell, Katy Kremer, and Joe Jelovnick.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE THE AGENDA OF THE MARCH 25, 2026 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – March 11, 2026 Regular Meeting

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

RESOLUTION NO. 2026-11, L&M PROPERTIES AND AOK SOLUTIONS SPECIAL USE PERMIT

Councilor Hennen stated that the Planning Commission had reviewed the resolution and recommended approval of it with the conditions noted in the permit. He added that just the special use is being approved at this time.

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE RESOLUTION NO. 2026-11, A RESOLUTION APPROVING A SPECIAL USE PERMIT FOR L&M PROPERTIES AND AOK SOLUTIONS, LLC TO OPERATE A MOTOR VEHICLE SERVICE AND REPAIR SHOP AND A CAR WASH IN THE C-2 FRINGE COMMERCIAL ZONING DISTRICT. MOTION PASSED 5-0.

LEASE FOR TEMPORARY LIBRARY SITE

Dockendorf explained that the City Attorney had reviewed the lease and found several issues with it. She stated that it would be best to wait to approve the lease until the issues with it have been resolved.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO TABLE THE LEASE WITH KOLLMER PARTNERSHIP FOR A TEMPORARY SITE FOR THE COLD SPRING BRANCH OF GREAT RIVER REGIONAL LIBRARY. MOTION PASSED 5-0.

RESOLUTION NO. 2026-15 HOMETOWN PROUD APPROVALS

Marty Bell stated that with the efforts of several new volunteers they are hoping to re-brand the town festival and revive it's popularity to what it was years ago. He explained that their plan to bring back the Waterball Fight event on Friday and an expanded arts and crafts vendor event on Saturday, which will require street closures. The Council was in favor of those plans but requested that volunteers notify the businesses in the area that would be impacted by the street closures so that they can plan for other access to their businesses if possible during those times.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE RESOLUTION NO. 2026-15, APPROVING HOMETOWN PROUD EVENTS FOR 2026. MOTION PASSED 5-0.

SEWER RATE STUDY

Dockendorf and Stueve explained that they have been meeting for the last several months about the Wastewater Treatment Plant expansion and how the contract with the City of Rockville is a large component. They stated that the purpose of the study is to improve the rate system and make sure that Rockville is being charged appropriately. Dockendorf and Stueve explained that the study will also include projections for the future including cost of living, and provide a working document that the City can maintain and update going forward.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE THE SEWER RATE STUDY PROPOSAL FROM AE2S NEXUS IN THE AMOUNT OF \$38,920, TO BE PAID FROM SEWER FUND ENGINEERING, LINE ITEM #6215. MOTION PASSED 5-0.

RESOLUTION NO. 2026-10, APPROVING CELL TOWER AGREEMENT

Dockendorf stated that this is the final version of the agreement that had been discussed back in August of 2025. She stated that it has been reviewed and approved by the City Attorney.

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE RESOLUTION NO. 2026-10, A RESOLUTION APPROVING THE FOURTH AMENDMENT TO OPTION AND LEASE AGREEMENT BETWEEN THE CITY OF COLD SPRING AND CELLO PARTNERSHIP D/B/A VERIZON WIRELESS. MOTION PASSED 5-0.

FIRE DEPARTMENT REPORT

Chief Weber stated that there have been 187 calls since December 1, 2025. He stated that burning restrictions will be going into effect on March 30th, due to the dry weather conditions. He stated they are still working on disposal of the old ambulance.

APPROVE TO HIRE THREE EMS PERSONNEL

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE THE RECOMMENDATION OF THE EMERGENCY SERVICES DIRECTOR TO HIRE ADAM DULLINGER, ANDREW DONLIN, AND KEITH PLEKKENPOL AS EMERGENCY SERVICES PERSONNEL, EFFECTIVE APRIL 1, 2026. MOTION PASSED 5-0.

RESOLUTION NO. 2026-14 – DESIGNATING POLLING PLACE FOR 2026 ELECTIONS

Dockendorf stated if the polling place is changed she will need to mail notices to residents, which will be achieved through the City newsletter, and will also notify the County and State.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2026-14, A RESOLUTION DESIGNATING POLLING PLACES FOR ELECTIONS CONDUCTED IN THE CITY OF COLD SPRING IN 2026. MOTION PASSED 5-0.

AGREEMENT WITH STEARNS COUNTY TO PROVIDE EARLY VOTING

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO AUTHORIZE THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH STEARNS COUNTY TO PROVIDE EARLY VOTING FOR RESIDENTS OF THE CITY OF COLD SPRING FOR THE 2026 AUGUST PRIMARY AND NOVEMBER GENERAL ELECTIONS. MOTION PASSED 5-0.

RESOLUTION NO. 2026-02, CITY HALL PARKING VARIANCE

Dockendorf stated the variance was approved in January, but there was an issue when it was received at the Stearns County Recorder’s Office. She stated that the legal descriptions were corrected and clarified with the resolution.

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE THE UPDATED RESOLUTION NO. 2026-02, APPROVING A PARKING VARIANCE FOR THE CITY OF COLD SPRING. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR REPORT

A. Mark Mix Employment

Stueve explained that this position was previously held by Bob Kilmer.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE HIRING MARK MIX AS A PERMANENT, PART-TIME PUBLIC WORKS TECHNICIAN FOR UP TO 32 HOURS PER WEEK, STARTING APRIL 1, 2026, TO BE PAID AT GROUP 3, STEP 0 OF THE PAY SCALE. MOTION PASSED 5-0.

B. Hire Seasonal Park Employees

Stueve explained that these two staff would be returning from last year.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE HIRING JEFF ILLIES AND BLAKE LUDWIG AS SEASONAL PARKS EMPLOYEES FOR UP TO 32 HOURS PER WEEK, FROM MEMORIAL DAY TO LABOR DAY, AT \$16.00 PER HOUR. MOTION PASSED 5-0.

C. Advertise for Seasonal Parks Employee

Stueve stated that he would like to advertise for one additional seasonal parks employee.

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO APPROVE ADVERTISING FOR A SEASONAL PARKS EMPLOYEE, UP TO 32 HOURS PER WEEK, TO WORK APPROXIMATELY MID-APRIL TO MID-OCTOBER, AND TO BE PAID AT GROUP 3, STEP 0 OF THE PAY SCALE. MOTION PASSED 5-0.

D. Fireside Road and 2nd Ave SE Connection

Stueve explained that he obtained two bids for the connection of 2nd Avenue Southeast to Fireside Road. He stated that \$45,000 was budgeted for the connection this year. He stated since the bids came in significantly lower than what was budgeted and he proposed considering doing the connection of Meadow Lane to Fireside Road this year

too. He stated that the connection for Meadow Lane should be less than the connection of 2nd Avenue Southeast as there is less of an elevation change.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE CONSTRUCTION OF A ROAD CONNECTION FROM 2ND AVE SE TO FIRESIDE ROAD AND MEADOW LANE TO FIRESIDE ROAD FROM LANGE TRENCHING, INC. AT A COST OF \$19,104.47 FOR EACH CONNECTION; TO BE PAID FOR FROM STREETS CAPITAL EXPENDITURES, LINE #6413. MOTION PASSED 5-0.

E. CSAH 2 Improvements

Stueve stated this year the pedestrian median island improvements will be done on CSAH 2, north of the roundabout from River Oaks Drive to the Rocori School property entrance. He stated that the County Engineer will be at the next meeting to describe the in depth details of the project. Stueve stated that the emergency siren on the City Hall building will either need to be relocated, or remounted onto the building after construction, due to the hose tower that it is currently located on will no longer exist. After discussing the siren and it’s central location for area coverage it was agreed that a bracket should be installed when construction happens on the building so that it can be remounted. Lastly, Stueve stated that MnDOT will not be selling oil this year for the air patcher, but Astech is willing to sell it to the City if needed in May.

CITY ENGINEER REPORT

A. Project Updates

Butler stated that he is finishing the drawings for the construction documents phase. Butler stated that he is continuing to work on updated cost estimates for the Wastewater Treatment Facility which should be finalized by the end of the month. He stated that the revised preliminary drawings should be ready to present to Council in May.

POLICE DEPARTMENT REPORT

Chief Blum stated that a public service announcement on pedestrian safety at Main Street and Red River Avenue South has been recorded and is playing on Rocori Area TV. He also discussed recent scams reported to the department. Lastly, he gave an update on the encrypted radio project which will cost \$30,337.24 with a price increase sometime between May and July. The Council discussed that this seemed to be an expense that could come from the Gambling Fund, although it was not known what the balance in that fund is currently.

CITY ADMINISTRATOR REPORT

A. Congressionally Directed Spending

Dockendorf stated that she has applied for funding for the Wastewater Treatment Plant project from Congressional members Fischbach, Smith and Klobuchar. She stated this is the City’s third year of applying for five million dollars in funding.

B. Temporary Meeting Spaces

Dockendorf stated that she has booked the temporary meeting spaces for the City to start in May.

C. Electronic Sign

Dockendorf stated that the electronic sign is planned to be replaced in 2027. She stated that the granite planter at the base of the sign is in poor shape and wanted to know if the Council felt it should be replace or repaired. She stated that with the building remodel project there is tuck-pointing that will be done on the building and could also be done on the planter. The Council agreed that the planter should remain to help protect the sign but it should be tuck pointed.

COMMISSION UPDATES

A. Planning Commission

Councilor Hennen stated that they had discussed the Special Use Permit for L&M Properties and AOK Solutions.

B. EDA

Councilor Ramler and Schmitz stated that they had done a tour at the Rocori Food Shelf, discussed upcoming visits and the welcome signs.

C. Park Board and Rocori Trail
Neither of these groups met.

LIST OF BILLS

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$513,102.58 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO ADJOURN AT 6:02 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

Dave Heinen, Mayor

Kris Dockendorf, City Administrator