

## **WEDNESDAY, MARCH 26, 2025 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 and Fran Ramler. Absent: Doug Schmitz. Others present: Kris Dockendorf, Sam Butler, Jon Stueve, Kory Bellmont, Daniel Marx, Tim Mauseth, Dan Weber and Joe Jelovnick.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE THE AGENDA OF THE MARCH 26, 2025 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.

### **CONSENT AGENDA**

A. Minutes – March 12, 2025 Regular Meeting

B. Let the Sunshine Run Street Closure – Close Main Street from 5<sup>th</sup> Ave S to 6<sup>th</sup> Ave S on April 26, 2025 from 6 a.m. to 11:30 a.m.

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

### **XCEL ENERGY CONDITIONAL USE PERMIT FOR UTILITY SUBSTATION**

Tim Mauseth, Land Agent for Xcel Energy explained that they would be rebuilding the existing utility substation. He stated that they are acquiring the adjacent two properties and will be consolidating all three lots together for the project. Dockendorf presented a drawing showing the proposed property lines, setbacks, fence and gate. Councilor Hennen added that the Planning Commission had reviewed the request and recommended approval with the conditions noted.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2025-6, A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR NORTHERN STATES POWER COMPANY D/B/A XCEL ENERGY AND MICHAEL & LORI BORCHERT TO ALLOW FOR AN ELECTRICAL DISTRIBUTION SUBSTATION WITH A 10' HIGH SECURITY FENCE IN THE C-3 HIGHWAY COMMERCIAL DISTRICT. MOTION PASSED 4-0.

### **PRELIMINARY PLAT FOR SPARTAN FIELDS**

Kory Bellmont, developer for Spartan Fields was present to discuss the preliminary plat. He stated that there was one change to the plat since the Planning Commission had reviewed it, which was removing one lot since it didn't meet the PUD setback. Dockendorf stated there were several standard requirements that the City Attorney added to the resolution approving the preliminary plat. Bellmont understood the additions and stated he would comply with them.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2025-3, A RESOLUTION APPROVING A PRELIMINARY PLAT FOR SPARTAN FIELDS. MOTION PASSED 4-0.

### **REZONING AND PUD PLAN FOR SPARTAN FIELDS**

Dockendorf presented and explained the rezoning of two areas of the development, one changing from R-1 to R-1 PUD, and the other area in the northeast corner of the plat from R-1 to R-3 Multifamily Residential. The Council discussed the parkland dedication fees and the proposed method of paying for them during the first and second phases of the development by adding the fee onto the building permit. Dockendorf and Bellmont also clarified the setback requirement on the lots that will have a twin home on them, with a zero side yard setback on the shared wall side.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE ORDINANCE NO. 424, APPROVING A REZONING FOR SPARTAN FIELDS, FROM R-1 LOW-DENSITY RESIDENTIAL TO R-3 HIGH-DENSITY RESIDENTIAL, AND FROM R-1 LOW DENSITY RESIDENTIAL TO R-1 PUD, AND TO APPROVE A PUD PLAN FOR SPARTAN FIELDS. MOTION PASSED 4-0.

Bellmont stated that his grading permit had expired on 1-1-25 and he had not been able to do any grading on the property yet. He stated that since it will be another month before the Final Plat will be approved, he inquired whether the Council would be willing to extend the expiration date of the grading to 12-31-25.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE EXTENDING THE AUTHORIZATION FOR SITE PREPARATIONS AT SPARTAN FIELDS THROUGH 12-31-25. MOTION PASSED 4-0.

**COST SHARE AGREEMENT WITH ROCKVILLE**

City Attorney Daniel Marx explained he had drafted the agreement for the cost share with the City of Rockville for the Wastewater Treatment Facility Upgrade. He explained the agreement is a standard cost share agreement specifying the flow and allocation capacities along with the cost methodology. He stated this agreement is a first step and that a more detailed package will be needed for the user agreement which would then need to be reviewed and approved by the Public Facility Authority. Dockendorf explained that the City of Rockville will likely review the agreement at their April meeting.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE WASTEWATER TREATMENT FACILITY UPGRADE AGREEMENT WITH THE CITY OF ROCKVILLE REGARDING CAPACITY ALLOCATION AND COST SHARING, AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE AGREEMENT. MOTION PASSED 4-0.

**PUBLIC WORKS DIRECTOR REPORT**

**A. Advertise for Seasonal Part-Time Parks Positions**

Stueve explained the request to advertise for the seasonal part-time parks positions. He stated that even though there are employees that would like to fill the positions from last year, he still will advertise for the positions. Stueve stated that the positions and the pay rates were included in the budget for 2025. Councilor Fall stated that he felt that Councilor Schmitz and Hennen should look at these positions again since they did the wage schedule study.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE ADVERTISING FOR HIRING FOR THREE SEASONAL PARKS POSITIONS, UP TO 32 HOURS A WEEK EACH, ONE FOR MID-APRIL THROUGH MID-OCTOBER TO BE PAID AT GROUP 3, STEP 0 OF THE PAY SCALE, AND TWO FROM MEMORIAL DAY TO LABOR DAY, AT \$16.00 PER HOUR. MOTION PASSED 3-1. AYES – HEINEN, HENNEN, RAMLER, NAYES – FALL.

**B. Updates**

Stueve stated that the Maintenance Shop is continuing to progress with final plumbing and electrical work being completed and class 5 will be prepped shortly.

**CITY ENGINEER REPORT**

**A. Water Treatment Plant Backwash Tank Change Order No. 1**

Butler explained that since the Backwash Tank was not included in the original project, the stubs were not located in the correct location and need to be relocated to the northeast corner.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE CHANGE ORDER NO. 1 FOR THE WATER TREATMENT PLANT BACKWASH TANK IN THE AMOUNT OF \$9,536.30 FRO REROUTING OF ELECTRICAL CONDUITS. MOTION PASSED 4-0.

**B. Project Updates**

Butler stated that punch list items will be worked on this spring for the Lift Station No. 1 Rehabilitation project and River Links 5 & 6 Addition. He stated that the 2025 Main Street Surface Improvements will likely start in May. Butler stated that they have been working on the Final Plat for Spartan Fields and stated that Phase I, which includes the entrance road and cul-de-sac is planned for construction this year.

**FIRE DEPARTMENT REPORT**

**A. Request Council Endorsements for Firefest 2025**

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO ENDORSE THE FIRE DEPARTMENT RELIEF ASSOCIATION’S ANNUAL FIREFEST EVENT TO BE HELD JULY 26, 2025, PROVIDED THE EVENT IS FUNDED THROUGH THE ASSOCIATION’S GENERAL FUND. MOTION PASSED 4-0.

**B. Monthly Report**

Chief Weber reported that they are at 195 calls for service this year. He stated that they are on pace to have over 600 calls this year. He stated that burning restrictions are in effect and that recreational campfires are still allowed but that residents should have water around to extinguish them fully.

**CITY ADMINISTRATOR REPORT**

**A. Updates**

Dockendorf stated that the annual financial audit will be next week. She stated that the library fundraising committee is obtaining a free cost estimate from an architecture firm, so that they have a target amount to fundraise for the new library.

**COMMISSION UPDATES**

**A. Planning Commission**

Councilor Hennen stated that all the items discussed by the Planning Commission had now been discussed and approved by the Council.

**B. EDA, Park Board**

These boards have not met since the last report.

**C. Rocori Trail**

Dockendorf stated that the committee met but that she did not attend the meeting. She stated that they will be meeting again next week.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$225,219.23 AND SUPPLEMENTAL LIST TOTALING \$74,600.83 AS PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

**ADJOURN**

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO ADJOURN AT 5:49 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

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Dave Heinen, Mayor

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Kris Dockendorf, City Administrator