

TUESDAY APRIL 14, 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 Member Shannon Miller. Council members present by phone: Gary Theisen and Doug Schmitz. Absent: Jayme Knapp. Others present: Brigid Murphy, Pete Weber, Jason Blum, Jon Stueve, Sue Kadlec and Angie Mueller. Also present by phone: Cyril Erkens, John Willenbring and Brian Lintgen.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO APPROVE THE AGENDA OF THE APRIL 14, 2020 CITY COUNCIL MEETING AS PRESENTED. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES - NONE. MOTION PASSED UNANIMOUSLY.

CONSENT AGENDA

- A. Minutes – City Council Regular Meeting, March 24, 2020 and City Council Special Meeting, March 31, 2020
- B. Approval of Closing Fund 46 (Main St Reconstruction) and to transfer the fund balance of \$76,316.35 to Fund 16 “2017A G.O. Bonds”
- C. Approval of Closing Fund 57 (Business Park Phase 1) and to transfer the fund balance of \$5,355.37 to Fund 12 (EDA Fund)

MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO APPROVE THE CONSENT AGENDA AS PRESENTED. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

JOINT RESOLUTION FOR ANNEXATION OF DM DINGMANN FARM PROPERTY

Murphy explained that there were two different versions of the resolution for the Council to review. One is the version presented by the City to Wakefield Township on March 23rd and the other is a different version that the Township proposed and approved at their meeting on April 2nd. She stated the main point of contention is a field approach on 248th Street and shared maintenance of 248th Street. She stated that the field approach providing access to 248th Street is not being requested by the landowner at this time. The version presented by the City states that prior to approving access from the annexed property onto 248th Street the City would enter into a mutually agreeable road agreement with the Township. The Township version requires that the road maintenance agreement for 248th Street be in place prior to the annexation agreement. The Council agreed that since there would be no access to 248th street from the property within the City limits that there would be no need for a road maintenance agreement on it.

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE JOINT RESOLUTION FOR ANNEXATION OF DM DINGMANN FARM PROPERTY VERSION PROPOSED ON MARCH 23, 2020 BY THE CITY OF COLD SPRING TO WAKEFIELD TOWNSHIP. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ, AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

ROAD AGREEMENT WITH WAKEFIELD TOWNSHIP

Due to the discussion on the joint annexation and the determination of the Council that no road agreement is needed at this time, no further discussion was had on a road agreement with the Township.

PUBLIC WORKS DIRECTOR REPORT

- A. Repair Precast Joints

Stueve explained that there are precast joints at the wastewater buildings that need to be repaired.

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO APPROVE THE WELLS CONCRETE BID OF \$15,977.00 FOR REPAIR OF THE PRECAST JOINTS AT THE WASTEWATER BUILDING AND FURTHERMORE, TO BE PAID OUT OF WASTEWATER DEPARTMENT BUILDING AND GROUND MAINTENANCE BUDGET LINE ITEM #6411. ROLL CALL VOTE,

AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

B. Request to Rehire Seasonal Part Time Employees

Stueve explained that there are several employees that he would like to rehire for part time seasonal positions.

MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO APPROVE THE REHIRING OF JEFF ILLES, MAXWELL HANSEN, CAMERON MILLER AND ZACHERY BLOOM FOR SEASONAL PART-TIME HELP AT A RATE OF PAY OF \$12.00 PER HOUR. ROLL CALL VOTE, AYES – HEINEN, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY. COUNCILOR MILLER ABSTAINED DUE TO BEING RELATED TO CAMERON MILLER.

C. Hire Nathan Dingmann as Year Round Part Time Employee

Stueve explained that this position is for year round part-time work up to 32 hours per week.

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO APPROVE THE HIRING OF NATHAN DINGMANN AS A PART-TIME STREETS AND PARK EMPLOYEE AT A RATE OF \$16.61 PER HOUR. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

D. Request to Promote Pete Weber to Streets Department Supervisor

Stueve reported that Weber has proved his capability to perform this position during the previous year when he was serving as the interim supervisor.

MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO APPOINT PETE WEBER AS THE STREET DEPARTMENT SUPERVISOR EFFECTIVE MAY 1, 2020 AND FURTHERMORE, TO BE PAID AT A RATE OF \$29.74 WHICH IS GROUP 8, STEP 9. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

CITY ENGINEER REPORT

A. County Road 158/1st Street South Update and Request for Approval of Material Testing Quote

Lintgen stated that a quote was obtained for material testing on the City portion of the project.

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO ACCEPT THE QUOTE FROM BRAUN INTERTEC FOR MATERIAL TESTING FOR THE COUNTY ROAD 158 IMPROVEMENT PROJECT. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

B. Water Treatment Plant Update

Lintgen explained that design is ongoing and they are still having meetings to discuss design.

C. Resolution No. 2020-18 A Resolution Accepting and Awarding the Bid of Water Main for Wells 8 & 9

Lintgen explained that bids had been tabulated for the water main project for Wells 8 and 9. He stated that C&L Excavating was the low bidder. He stated that they hope to get started right away on the project so that the pipe is installed by June for minimal disruption to the farmers fields.

MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO ADOPT RESOLUTION NO. 2020-18, A RESOLUTION ACCEPTING BIDS AND AWARDING A CONTRACT FOR THE “WELLS 8 & 9 WATER MAIN PROJECT”. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ, AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

D. Well 8 & 9 Pumps, Controls, Overhead Power and Roadway Update

Lintgen explained that design work is progressing for the pumps, controls, overhead power and roadway for Wells 8 and 9.

E. Sanitary Sewer and Water Improvements Update

Lintgen explained that design work is underway for the sanitary sewer and water improvements.

POLICE DEPARTMENT REPORT

A. Monthly Call Report

Chief Blum gave a report on the monthly calls for March.

B. Other

Chief Blum gave an update on a grant received from Stearns Electric Operation Round Up, on the diversion program through the Stearns County Attorney’s office, and an Easter Bunny drive by tour.

CITY ADMINISTRATOR REPORT

A. Resolution No. 2020-16, a Resolution Declaring Intent to Reimburse Expenditures from Bond Issue
Murphy explained that since the County Road 158 project has already started and the issuance of bonds has not yet occurred, the resolution is necessary to use the funds from the bond proceeds to pay any bills that are incurred.

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO APPROVE RESOLUTION NO. 2020-16, A RESOLUTION DECLARING THE OFFICIAL INTENT OF THE CITY OF COLD SPRING TO REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

B. Resolution No. 2020-17, A Resolution Extending the Closure 5th Avenue North

Murphy explained that the schedule for installation of the fermentation tanks has shifted a bit and the last tank should arrive by April 25th. She explained they requested to have the resolution amended to allow for the later dates for the street closure.

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO APPROVE RESOLUTION NO. 2020-17, A RESOLUTION EXTENDING THE CLOSURE OF 5TH AVENUE TO APRIL 25, 2020, ORIGINALLY APPROVED IN RESOLUTION NO. 2020-10. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

C. Easement with EDA for the Water Infrastructure for Raw Water Line

Murphy stated that the water lines to connect Well 8 and 9 to the Brewery will cross property owned by the EDA and an easement is necessary from the EDA to the City to allow them to cross the parcel.

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE THE EASEMENT WITH THE EDA FOR WATER MAIN LINES WITHIN OUTLOT D OF COLD SPRING BUSINESS PARK. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

D. Easement with Cold Spring Brewery for the Water Infrastructure for Raw Water Line

Murphy explained that the water lines from Well 8 and 9 to the Brewery will also cross through two lots owned by the Brewery.

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO APPROVE THE EASEMENT WITH THE COLD SPRING BREWERY FOR WATER MAIN LINES WITHIN TWO PARCELS OWNED BY COLD SPRING BREWING COMPANY WITHIN THE COLD SPRING BUSINESS PARK. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

E. Consideration for Library Request to Offer Curbside Pick-up of Library Material and Online Programing

Murphy explained the library’s request to return staff to the building and provide curbside pick up of library materials. Murphy proposed limited interaction with patrons and city staff and that materials be brought out to patrons. She stated that pilot projects of curbside delivery have been underway at other locations with success and that the library will follow the necessary protocols established by the CDC and MDH. The Council was supportive of the curbside pick up of library materials and online programing.

F. Consideration of Request to Open the Farmer’s Market in the Parking Lot of the Country Store Starting Wednesday, April 29, 2020

Murphy explained that the Farmer’s Market would like to open on Wednesday, April 29th in the Country Store parking lot. She stated that they will be following the social distancing guidelines and the recommendations from CDC, WHO, and MDH. The Council was supportive of the Farmer’s Market opening with the understanding that crowds should not form and social distancing should be followed.

G. County Request for Feedback on Property Tax Collection Option

Murphy explained that Stearns County had proposed two options for providing property tax relief and requested the City’s feedback on the options. The first option would be to forgive penalties for one to two months for all property owners. The second option would be to reduce penalties rate to 1% for all property classifications from May 16th to June 30th, and then a 2% penalty rate on the unpaid taxes for payments made in July. The Council indicated they were supportive of the second option for property tax relief as they felt that it was more in line with what property owners might need or request.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$320,299.51 AND SUPPLEMENTAL LIST TOTALING \$2,011.30 AS PRESENTED BY CITY STAFF. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

ADJOURN

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO ADJOURN AT 7:32 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. ROLL CALL VOTE, AYES – HEINEN, MILLER, SCHMITZ AND THEISEN. NAYES – NONE. MOTION PASSED UNANIMOUSLY.

David Heinen, Mayor

Brigid Murphy, City Administrator