

WEDNESDAY, APRIL 24, 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, Ryan Hennen, Fran Ramler and Doug Schmitz. Absent: None. Others present: Kris Dockendorf, Jason Blum, Jon Stueve, Sam Butler, Dan Weber, Joe Wenner, Paul Steil, Kari Franklin and Joe Jelovnick.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE THE AGENDA OF THE APRIL 24, 2024 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – April 10, 2024 Regular Meeting

B. Cold Spring Fire & Rescue Relief Association One Day Liquor License for July 27, 2024 at the Cold Spring Brewing Company Distribution Center

C. River Park Community Foundation, One Day Liquor License for May 16, 2024, June 20, 2024, July 18, 2024 and August 15, 2024 at Alexander Park

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

RESOLUTION NO. 2024-07, A RESOLUTION APPROVING THE FINAL PLAT OF RIVER LINKS 6TH ADDITION

Kari Franklin from SEH stated that the watermain easement had been moved to between lots 6 and 7. She explained that location was agreed on by both the developers and City staff. She stated that was the only revision made to the Plat.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2024-07, A RESOLUTION APPROVING THE FINAL PLAT OF RIVER LINKS 6TH ADDITION. MOTION PASSED 5-0.

FIRE DEPARTMENT REPORT

A. Monthly Report

Chief Weber reported that for the month of April they have responded to 47 calls for service, with 20 of them being in the last seven days. He stated their total calls for this year is 268. He stated that burning restrictions are still in effect.

B. Request Council Endorsement of Firefest 2024

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO ENDORSE THE FIRE DEPARTMENT RELIEF ASSOCIATION'S ANNUAL FIREFEST EVENT TO BE HELD JULY 27, 2024, PROVIDED THE EVENT IS FUNDED THROUGH THE ASSOCIATION'S GENERAL FUND. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR REPORT

A. Purchase of RAS Pump Impeller

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE THE PURCHASE AND INSTALLATION OF A STAINLESS STEEL IMPELLER FROM WW GOETSCH AT A COST OF \$8,152.00; TO BE PAID OUT OF WASTEWATER DEPARTMENT, EQUIPMENT REPAIRS LINE ITEM #6313. MOTION PASSED 5-0.

B. Purchase Utility Locator

Stueve explained that this locator provides better strength and depths for locating utilities. Councilor Fall inquired whether it would be more cost effective to outsource locating utilities. Steve explained it would not, especially due to them needing to be done in a timely manner.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE THE PURCHASE OF A VIVAX-METROTECH UTILITY LOCATOR FROM UTILITY LOGIC AT A COST OF \$5,914.99; TO BE PAID HALF OUT OF WATER DEPARTMENT AND HALF OUT OF WASTEWATER DEPARTMENT, EQUIPMENT LINE ITEMS #6311. MOTION PASSED 5-0.

C. Hire Temporary Part-time Park Employee

Stueve stated that he conducted interviews and is recommending the hiring of Mark Mix for the extended time period for temporary part-time park position. He stated that he will bring a recommendation for the other part-time summer position at the next meeting.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE HIRING MARK MIX AT \$18.00 PER HOUR AS A TEMPORARY PART-TIME PARKS EMPLOYEE FOR UP TO 32 HOURS PER WEEK, FOR THE PERIOD OF MID-APRIL THROUGH THE END OF OCTOBER. MOTION PASSED 5-0.

D. Discuss Interim Water/Wastewater Supervisor

Stueve explained that the Water/Wastewater Supervisor will be out for a period of up to six weeks. He stated that in her absence, he will not be able to fill in all of her duties alone and will need help from other staff. He proposed approving interim pay for Matt Achman effective from the first date of the Supervisor's planned absence. Several members of the Council were against doing that since the policy addresses such matters already. Stueve explained that although the job description for Water/Wastewater Lead was approved, the Council never appointed Matt Achman to that position. Discussion was held on the process to change the policy and employee contracts. Councilor Fall and Schmitz were against changing the policy. Councilor Hennen and Mayor Heinen stated they were open to changing the language in the policy to allow for it under unique circumstances but also understood that it has not happened in the past.

E. Updates

Stueve explained that staff created a piece of equipment to even out the soil in the water at the boat landing in Lions Park. He explained that they had received complaints about the issue created by power loading boats. He stated the DNR was not responsive to making corrective action due to having 200 other boat landings to maintain. He also stated that his staff also made repairs to the docks.

F. Other

Councilor Ramler inquired about a chlorine smell in the water that a resident had experienced. Stueve stated that if resident is near one of the water towers that could be possible but it would not be harmful. Stueve stated that the lip in the trail by 14th Avenue South is still on his radar for repair. Councilor Schmitz asked about air patching streets. Stueve explained that they will be doing that soon as he just received notice from the State that their supply of oil which is used for the air patcher just became available.

CITY ENGINEER REPORT

A. Project Updates

Butler stated punch lists have been created for the 2022 and 2023 Improvements Projects including wear course paving. He stated that the valve vault has been set at the Lift Station #1 and internal piping will be starting soon. He stated that site survey work is continuing for the 2025 Improvements project. Lastly, he stated that conversations with the City of Rockville are starting up again about the costs for the Wastewater Treatment Plant Improvements before more design work is completed.

POLICE DEPARTMENT REPORT

A. Updates

Chief Blum provided a report on the monthly calls for service for March.

B. Purchase Panasonic Toughbook

Chief Blum explained that two laptop computers, which are used in the squad car, were budgeted for purchase this year. He stated he would like to purchase one now and one later in the year. He stated that the computers are a State bid price so there is not a discount for ordering more than one at a time.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE THE PURCHASE OF A PANASONIC TOUGHBOOK FZ-55 FROM BAYCOM AT A COST OF \$2,717.00; TO BE PAID OUT OF POLICE DEPARTMENT, EQUIPMENT LINE ITEM #6311. MOTION PASSED 5-0.

C. Declare Surplus Property

Chief Blum explained that in the coming weeks the second new squad car should be arriving. He requested that the 2016 and 2017 Ford Interceptors that are being taken out of service be deemed surplus property so that they can be sold on MNBid. He added that the transmission will be repaired on one of them before it is sold as planned for during a previous discussion.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO DECLARE THE 2016 AND 2017 FORD INTERCEPTORS THAT ARE TAKEN OUT OF SERVICE TO BE SURPLUS PROPERTY AND AUTHORIZE THE SALE OF SAID VEHICLES THROUGH MNBID. MOTION PASSED 5-0.

CITY ADMINISTRATOR REPORT

A. Discuss Plan for New Library

Dockendorf explained that she didn't want to lose momentum or enthusiasm from the library fundraising committee and would like to have a drawing completed by Wendell to use in fundraising efforts. The Council agreed that the process should be started.

B. Discuss Remodel of City Hall & Police Department

Dockendorf explained that once the Fire Department and Library move out of the building the space would be remodeled for the Administrative and Police Departments. Chief Blum also stated that it would be helpful to start to plan for how the vacated spaces would be reconfigured and remodeled so that time is not wasted and spaces can begin to be used as soon as they are available. He added that Wendell has all the information on the programing needed for the department and at one time did provide a concept of plan for the building being remodeled. Councilor Schmitz stated that he would like to see requests for proposals for the design of the building. Dockendorf stated that as a first step she will look to see if she can find the drawings already provided in the past from Wendell.

C. Updates

Dockendorf stated that Stueve and herself had testified at the State House of Representatives today at the capitol at their bonding committee hearing. She stated they were given a six minute time slot which they fully utilized. She added that she was informed that the portal is now open for to apply for federal funding, which would be less of an amount, but still provide significant savings if funded at \$5 million.

COMMISSION UPDATES

A. Planning Commission

Councilor Hennen explained that they discussed the River Links 6th Addition Final Plat, moving the watermain easement as requested by City staff. He stated that they discussed a potential plat proposed by Fred Kasianov, which was logical and he was optimistic that it would progress further.

B. EDA, Park Board, Rocori Trail

No reports on these boards.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$33,383.54 AND SUPPLEMENTAL LIST TOTALING \$94,967.10 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO ADJOURN AT 6:05 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

David Heinen, Mayor

Kris Dockendorf, City Administrator