

TUESDAY, MAY 22, 2018 COLD SPRING CITY COUNCIL 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, Doug Schmitz and Gary Theisen. Others present: Brigid Murphy, Brian Lintgen, Jon Stueve, Jason Blum, Heidi Stalboerger, Mark Stalboerger and Angie Mueller.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE THE AGENDA AS PRESENTED OF THE MAY 22, 2018 CITY COUNCIL MEETING. MOTION PASSED 5-0.

CONSENT AGENDA

- A. Minutes – April 25, 2018 Joint Special Meeting with Planning Commission and May 8, 2018
- B. Approval of Temporary On-Sale Liquor License for Harvest Moon Event on October 5, 2018
- C. Approval of Annual Liquor Licenses
- D. Approval of Race to the Tap 5K Run

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

APPROVE ORDINANCE NO. 366, AN ORDINANCE ESTABLISHING AN ON-SALE INTOXICATING MALT LIQUOR LICENSE AND ESTABLISHING A FEE

Murphy explained that last year the legislature had approved creating an On-Sale Intoxicating Malt Liquor License. A City Code ordinance change was necessary to adopt the creation of this type of license and establish a fee for it, before being able to issue such a license to the Baseball Association.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE ORDINANCE NO. 366, AN ORDINANCE ESTABLISHING AN ON-SALE INTOXICATING MALT LIQUOR LICENSE AND ESTABLISHING A FEE. MOTION PASSED 5-0.

APPROVE ORDINANCE NO. 367, AN ORDINANCE AMENDING THE 2018 FEE SCHEDULE

Murphy explained that staff had suggested a fee of \$150 for the On-Sale Intoxicating Malt Liquor license. She stated that the fee for the previous license the Baseball Association was \$127.

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE ORDINANCE NO. 367, AN ORDINANCE AMENDING THE 2018 FEE SCHEDULE. MOTION PASSED 5-0.

APPROVE THE ON-SALE INTOXICATING MALT LIQUOR LICENSE

Murphy stated that now that the liquor license is established, the Council will need to approve issuing a license to the applicant, Cold Spring Baseball Association.

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO APPROVE THE ON-SALE INTOXICATING MALT LIQUOR LICENSE TO THE COLD SPRING BASEBALL ASSOCIATION FOR THE SALE OF INTOXICATING MALT LIQUOR SALES AT THE COLD SPRING BASEBALL PARK. MOTION PASSED 5-0.

CITY LOGO DISCUSSION

Murphy explained that the Planning Commission had discussed new banners for on the light poles in the downtown areas. The Planning Commission had provided a unanimous recommendation for the banner design from five choices that were presented. She stated they also talked about updating the current City logo which is approximately 30 years old. Murphy explained the concept of holding a contest for the design of a new logo and the possibility of having a monetary prize for the winning submission.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE THE RECOMMENDATIONS OF THE PLANNING COMMISSION TO INITIATE THE PROCESS TO UPDATE THE CITY LOGO DESIGN. MOTION PASSED 5-0.

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE A MONETARY PRIZE OF \$500.00 TO THE WINNER OF THE CITY LOGO DESIGN CONTEST. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR REPORT

A. Purchase of a 2011 Case 621 EXR Wheel Loader

Stueve stated that the loader is in very good condition and has been cared for well. He stated that he and Fuchs had made a trip to check the loader out ahead of time and believes that this will be a good purchase.

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE THE PURCHASE OF A CASE 621 EXR LOADER FROM TITAN MACHINERY AT THE PRICE OF \$69,000.00 AND; FURTHERMORE, TO BE PAID BY TRADING IN THE FORD LOADER FOR A TRADE IN VALUE OF \$6,600.00 AND THE FIAT LOADER FOR A TRADE IN VALUE OF \$6,375.00 AND THE REMAINING AMOUNT OF \$56,025.00 FROM STREETS CAPITAL IMPROVEMENT LINE ITEM #6413. MOTION PASSED 5-0.

B. Approval to Hire Calvin Kalthoff as a Part-time Parks Employee

Stueve stated that Kalthoff has worked seasonally in the parks department for several years. He stated that he would like to hire him now as he is available to work immediately and some of the other seasonal staff are not able to start for a couple weeks.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE HIRING CALVIN KALTHOFF AS A PART-TIME EMPLOYEE OF THE PARKS DEPARTMENT AT A RATE OF \$9.65. MOTION PASSED 5-0.

C. Well No. 7 Update

Stueve stated that the Brewery's connection to Well No. 5 is complete and they are testing their reverse osmosis equipment prior to beginning production. He stated that the pitless adaptor unit has been received and will be installed soon.

D. Promenade Update

Stueve stated that the Promenade has been paved and is now open. He stated that they will begin seeding along the sides of it soon.

E. Light Pole Banners

Stueve added to the earlier discussion about the light pole banners. He stated they would like to order 80 banners at a cost of \$72.00 per banner. Councilor Knapp suggested that a sample be obtained in the actual size of the banner before placing the order to make sure it looks okay.

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE THE PURCHASE OF 80 BANNERS AT A COST OF \$72.00 PER BANNER FROM MAIN STREET DESIGN. MOTION PASSED 5-0.

CITY ENGINEER REPORT

A. Main Street Update

Lintgen explained that the wear course paving has been completed. He stated there was one repair done and that he will further inspect it to make sure that the repair is acceptable. Lintgen presented and explained Change Order No. 1 which was due to the contaminated soils encounter on the project. He added that they will be applying to the Petrofund for reimbursement of these costs.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE CHANGE ORDER NO. 1 FOR THE MAIN STREET PROJECT. MOTION PASSED 5-0.

B. North Pointe 5 Update

Lintgen explained that the utility work is completed and they will begin constructing the roads in a couple weeks.

POLICE DEPARTMENT REPORT

A. Acceptance of Grant from Community Giving Foundation

Chief Blum stated that he applied for and received a grant from the Community Giving Foundation for funds to pay for the materials for the DARE Program which is being taught to the fifth graders in the Rocori School District.

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO ACCEPT THE GRANT IN THE AMOUNT OF \$1,217.00 FROM THE COMMUNITY GIVING FOUNDATION TO BE USED TOWARDS THE DARE PROGRAM. MOTION PASSED 5-0.

B. Other

Chief Blum explained that the person who has offered to be a Chaplin for the department is going through the process of being certified by the Central MN EMS Chaplaincy organization. He explained that he will be meeting with a representative of that organization to obtain information about starting a chaplain volunteer program and further define expectations. Lastly, he gave an update on the status of the squad cars being worked on.

CITY ADMINISTRATOR REPORT

A. Contract for Services with Community and Economic Development Associates, (CEDA)

Murphy explained that Reva Mischke from CEDA has been working with the City for about a month already, at the cost of CEDA. Murphy stated that the actual contract for services with the City will begin June 1st and go through December 31, 2018.

MOTION WAS MADE BY KNAPP, SECONDED BY SCHMITZ, TO APPROVE ENTERING INTO THE AGREEMENT FOR PROFESSIONAL SERVICES WITH COMMUNITY AND ECONOMIC DEVELOPMENT ASSOCIATES. MOTION PASSED 5-0.

B. Liability Insurance Coverage Waiver

Murphy stated that each year the Council is required to determine whether they would like to waive or maintain the liability insurance coverage at the statutory tort liability coverage limit.

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE MAINTAINING THE LIABILITY INSURANCE COVERAGE AT THE STATUTORY TORT LIABILITY COVERAGE LIMIT. MOTION PASSED 5-0.

COMMISSION AND BOARD UPDATES

A. Planning

Mayor Heinen and Councilor Miller stated they had discussed the light pole banners, city logo, garage sizes and the sign ordinance at their last meeting.

B. EDA

Councilor Knapp and Theisen stated that they reviewed the Revolving Loan documents, business visits and the After Hours Event.

C. Parks

Councilor Schmitz stated that they went on a tour of the parks and that after the tour there was a group of people who discussed their desire for a pickle ball court in one of the City Parks.

D. Heritage Preservation

Murphy stated that the list of historic structures is almost complete and they hope to have the booklet together soon.

E. Rocori Trail Board

Murphy stated the Trail Board did not meet.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$170,425.61 AND SUPPLEMENTAL LIST TOTALING \$30,392.06 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

CLOSED SESSION

At 7:05 p.m. Mayor Heinen announced that pursuant to Minnesota § 13D.05, Subd. 3a that the meeting was closed for the purpose of conducting the annual performance review of the City Administrator.

OPEN SESSION

At approximately 7:35 p.m. the closed session ended. Mayor Heinen stated that the performance review for the City Administrator resulted in a very satisfactory review with an increase of 3% in salary for compensation.

ADJOURN

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO ADJOURN AT 7:36 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

Dave Heinen, Mayor

Brigid Murphy, City Administrator