

## **TUESDAY, MAY 23, 2017 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. Absent: none. Others present: Brigid Murphy, Brian Lintgen, Jon Stueve, Chrissy Gaetke, Jane Kalthoff, Jason Blum, Cliff Johnson, Rita Hennen, Lela Culligan, Ralph Schlangen, Curt Karls, Heidi Stalboerger and Angie Mueller.

### **OPEN PUBLIC FORUM**

Cliff Johnson thanked the Council for creating the Heritage Preservation Committee and discussed why it is important. Rita Hennen stated that the Cold Spring Area Historical Society would be hosting the Tap Room Takeover at Third Street Brewhouse on June 2<sup>nd</sup>.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY KNAPP, SECONDED BY MILLER, TO APPROVE THE AGENDA OF THE MAY 23, 2017 CITY COUNCIL MEETING. MOTION PASSED 5-0.

### **CONSENT AGENDA**

A. Minutes – May 9, 2017

MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO APPROVE THE MINUTES OF THE MAY 9, 2017 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

B. SuperAmerica Cigarette Licenses Transfer

MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO APPROVE THE TRANSFER OF THE CIGARETTE LICENSES FOR SUPERAMERICA, 215 RED RIVER AVENUE SOUTH, COLD SPRING MN FROM RPFSA, LLC TO THE WENNER COMPANY. MOTION PASSED 5-0.

### **POLICE DEPARTMENT REPORT**

A. Open Sergeant Position

Chief Blum stated that a formal appointment to the Sergeant position will need to be made now that the Chief of Police position has been formally appointed. He explained that he would like to post the position internally to all full-time officers with letters of intent being accepted until June 9<sup>th</sup>. He suggested an interview committee of either three or five members to include the City Administrator, a City Council member, and/or the City Administrator of Richmond and a Richmond City Council member, along with himself. The Council indicated that they were supportive of a three member interview committee consisting of the City Administrators of the two cities and the Police Chief.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE POSTING THE SERGEANT POSITION INTERNALLY TO ALL FULL-TIME OFFICERS WITHIN THE COLD SPRING/RICHMOND POLICE DEPARTMENT. MOTION PASSED 5-0.

B. Recent Activity

Chief Blum explained that the State Patrol is looking for witnesses of a fatal crash that happened recently near Richmond. He stated that there were some incidents of tampering with equipment and property damage on the Main Street Project. He added that a stolen vehicle from Louisiana had been recovered by the department.

C. Bike Rodeo Announcement

Chief Blum stated that a Bike Rodeo will be hosted on June 6<sup>th</sup> from 5-6 p.m. behind the DEF Building.

### **RESOLUTION NO. 2017-27 LOT CONSOLIDATION – KARLS, LLC**

Curt Karls, owner of Marnanteli's explained that they would like to do an expansion to their building or add a patio. He explained that the Marnanteli's building and the parking lot each sit on a separate parcel of land. He stated that they also own several other parcels on that same block and that they would like to consolidate three parcels into one parcel. The parcels being combined are 314 3<sup>rd</sup> Street South (the parking lot), 310 Red River Avenue South (the building) and 309 3<sup>rd</sup> Street South (a vacant lot to the east of the building).

MOTION WAS MADE BY THEISEN, SECONDED BY MILLER, TO APPROVE RESOLUTION NO. 2017-27, A RESOLUTION APPROVING THE CONSOLIDATION OF THREE LOTS OWNED BY

KARLS LLC IN THE CITY OF COLD SPRING, THE THREE LOTS IN QUESTION ARE KNOWN WITH THE FOLLOWING ADDRESSES: 314 3<sup>RD</sup> STREET SOUTH; 310 RED RIVER AVENUE SOUTH AND 309 3<sup>RD</sup> STREET SOUTH. MOTION PASSED 5-0.

**RESOLUTION NO. 2017-28 VARIANCE REQUEST FOR USE OF VINYL SIDING ON NEW CONSTRUCTION IN THE C-2 FRINGE COMMERCIAL DISTRICT – COLD SPRING CO-OP**

Ralph Schlangen from the Cold Spring Co-Op explained that they are planning on constructing a new fertilizer building this fall and are requesting a variance to install vinyl siding on the exterior of the building. The property is located in the C-2 Fringe Commercial District and vinyl is not a permitted exterior material according to the Zoning Ordinance. Schlangen explained that due to the corrosive nature of the fertilizer, using an exterior of steel or aluminum would either rust or become pitted. He stated that vinyl will be the most durable material for their building.

MOTION WAS MADE BY MILLER, SECONDED BY KNAPP, TO APPROVE RESOLUTION NO. 2017-28, A RESOLUTION APPROVING THE VARIANCE REQUEST OF COLD SPRING CO-OP, ALLOWING THE USE OF VINYL SIDING ON NEW CONSTRUCTION IN THE C-2 FRINGE COMMERCIAL DISTRICT. MOTION PASSED 5-0.

**RESOLUTION NO. 2017-29 APPROVING THE MASTER PARTNERSHIP CONTRACT WITH MNDOT**

Murphy explained that every five years the contract expires with MnDOT for the master partnership agreement. She explained that the City purchases bituminous material for the durapatcher through MnDOT at a reduced price under this contract.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE RESOLUTION NO. 2017-29, A RESOLUTION APPROVING THE MASTER PARTNERSHIP CONTRACT WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION. MOTION PASSED 5-0.

**HERITAGE PRESERVATION COMMISSION**

Councilor Theisen stated that he would be willing to serve on the commission which will consist of two Planning Commission members and two members of the Cold Spring Area Historical Society. Murphy stated the meetings will be held quarterly on Wednesdays at 5:30 p.m. on the same date that the Planning Commission meets.

MOTION MADE BY MILLER, SECONDED BY KNAPP, TO APPOINT COUNCIL MEMBER THEISEN; PLANNING COMMISSION MEMBERS ANN HARREN AND RYAN HENNEN TO SERVE ON THE HERITAGE PRESERVATION COMMISSION. MOTION PASSED 5-0.

**PUBLIC WORKS DIRECTOR REPORT**

**A. Disc Mower Purchase**

Stueve presented the request to purchase a disc mower. He stated that prices were checked with several suppliers and River Power and Equipment was providing the highest amount for the trade-in of the old rotary mower and the best price on the new mower.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE THE PURCHASE OF A NEW DISC MOWER FROM RIVER POWER AND EQUIPMENT FOR A TOTAL OF \$6,000.00; \$3,300.00 TO BE PAID FROM STREET BUDGET LINE ITEM 6311 AND \$2,700.00 OUT OF STORM WATER BUDGET LINE ITEM 6311. MOTION PASSED 5-0.

**B. Approve Hiring of Part-Time Parks Employee**

Stueve explained that he had interviewed one of the several applicants for the two open positions. He stated he plans on conducting additional interviews later this week. He stated he would like to move forward with one hire now so that they can start working and would bring back a recommendation for the meeting in two weeks for the other opening.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE THE HIRING OF NATHAN DINGMANN AS A PART-TIME EMPLOYEE OF THE PARKS DEPARTMENT AT A RATE OF \$9.50 PER HOUR. MOTION PASSED 5-0.

Councilor Schmitz stated he would be in favor of letting Stueve determine the best candidate to fill the other position and to let him fill the position without waiting until the next meeting. Murphy explained that the rate of pay for the open position will either be \$7.75 if they are under the age of 18, and \$9.50 if they are 18 or older.

**MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO APPROVE THE HIRING OF THE BEST QUALIFIED CANDIDATE FOR A PART-TIME EMPLOYEE OF THE PARKS DEPARTMENT AS DETERMINED BY THE PUBLIC WORKS DIRECTOR AT A PAY RATE ACCORDING TO THE STATE MINIMUM WAGE LAW. MOTION PASSED 5-0.**

#### C. Well/Water Update

Stueve stated that a decision on phase three power at the well site is being delayed at the moment.

#### D. Other

Stueve explained that during the CSAH 2 Project last year the contractor had used a sealer on the concrete sidewalk which killed the bottom of the hedges on the property owned by Mike and Victoria Fall at 319 2<sup>nd</sup> Street North. Stueve stated that after meeting with the property owner and the contractor a price quote was obtained from Lake Friendly Landscaping to replace the 21 hedges at a cost of \$2,729. Lintgen explained that the contractor will be responsible for the cost, but that it will be run through as a project deduction change order. Lintgen stated that to expedite the work the City should pay the cost directly and Knife River will accept the negative change order.

**MOTION WAS MADE BY THEISEN, SECONDED BY SCHMITZ, TO ACCEPT THE BID FROM LAKE FRIENDLY LANDSCAPING FOR THE REPLACEMENT OF 21 HEDGES AT 319 2<sup>ND</sup> STREET NORTH AND TO SUBMIT THE NEGATIVE CHANGE ORDER TO KNIFE RIVER FOR THE COST OF THE BID WHICH IS \$2,729. MOTION PASSED 5-0.**

### **CITY ENGINEER REPORT**

#### A. Main Street Update

Lintgen stated that the storm sewer work is being completed and that the pipe work is completed on the first two blocks of the project. He stated that a nearby leak site has been identified and that the Petrofund application is being submitted.

#### B. CSAH 2/Red River Avenue

Lintgen stated that the fence near Holiday and SuperAmerica should be installed by June 12 and then afterward the plantings will be completed.

### **CITY ADMINISTRATOR REPORT**

#### A. Investigation of Feasibility of Granite Landing for Public Safety Campus

Murphy explained that further investigation is needed into the possible site in Granite Landing for the Public Safety Campus. She stated that two quotes had been received for soil borings to get a better idea if the site is feasible for the building as designed by the consultant.

**MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO ACCEPT THE LOW QUOTE FROM ITT FOR SOIL BORINGS ON THE GRANITE LANDING PROPERTY. MOTION PASSED 5-0.**

#### B. Municipal League Update

Murphy stated that Stearns County is considering adopting a half cent sales tax increase for five years to fund transportation construction projects. She explained that currently the County is \$6 million in work behind where they should be and will continue to fall further behind without the additional funds. She stated increasing the wheelage tax by \$10.00 is also being considered as another option or a combination of both options. She stated that Stearns County will be holding a public hearing at their June 20<sup>th</sup> meeting on the proposed increases.

**C. NIMS Training in Emergency Management**

Murphy explained that NIMS training will be Rockville on June 1<sup>st</sup> from 10 am-2 pm. She stated approximately ten staff from the City of Cold Spring will be attending the training.

**D. Other**

Murphy reported that there is labor relations training in New Ulm on June 8<sup>th</sup> that she would like to attend. The Council was supportive of Murphy attending the training. She also stated that the City and EDA will be hosting the Chamber of Commerce After Hours Event on Thursday, June 1<sup>st</sup>.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY MILLER, SECONDED BY THEISEN, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$197,887.35 AND SUPPLEMENTAL LIST TOTALING \$4,911.83 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

**BOARD/COMMISSION UPDATES**

**A. Park Board**

Councilor Schmitz reported that there has not been a Park Board meeting since the last board update.

**B. Planning Commission**

Councilor Miller stated that the zoning items from earlier on the Council agenda were the items discussed at the Planning Commission meeting.

**C. EDA**

Councilor Knapp stated that the EDA has discussed the Revolving Loan Fund and is considering making some modifications to the program so that more businesses utilize it. They also discussed how to attract start-up businesses to town.

**D. Rocori Trail Construction Board**

Councilor Theisen explained that a dedication ceremony was held on the ground breaking of Phase II of the trail and that the group discussed several small pieces of land that the trail abuts.

**ADJOURN**

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO ADJOURN AT 7:15 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

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Dave Heinen, Mayor

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Brigid Murphy, City Administrator