

TUESDAY, MAY 23, 2023 COLD SPRING CITY COUNCIL MEETING MINUTES

Mayor Dave Heinen called the meeting to order at 6:30 p.m. The following 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, Brian Lintgen, Jon Stueve, Sam Butler, Dave Terres, Robbie Krzyzanowski, Bob Sabo, Julie Sabo and Joe Jelovnick.

APPROVAL OF THE AGENDA

Councilor Fall stated that he would like to add the library committee under the commission updates section.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE AMENDED AGENDA OF THE MAY 23, 2023 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

CONSENT AGENDA

A. Cold Spring Home Pride Lions Application to Conduct Excluded Bingo, Form LG240B – July 28, 2023, at 200 Block of Main Street in Outside Tent

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

RESOLUTION NO. 2023-10, A RESOLUTION APPROVING A VARIANCE FOR DAVID AND DEBBIE TERRES FROM SIDE YARD SETBACK REQUIREMENTS

Councilor Fall stated that the Planning Commission had reviewed the request and recommended approval.

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE RESOLUTION NO. 2023-10, A RESOLUTION APPROVING A VARIANCE TO ALLOW FOR CONSTRUCTION OF A COVERED PLATFORM AND STAIRS WITHIN FIVE FEET OF THE SIDE PROPERTY LINE. MOTION PASSED 5-0.

CONTRACT WITH WENDEL ARCHITECTURE/FIVE BUGLES FOR FIRE HALL

Robbie Krzyzanowski with Wendel explained that the previous contract had been put on pause and the revised contract is nearly the same, with the exception of the police component which was removed, and an increase to the fee, which would be 7% of the cost of the work, due to increased costs over the last two years, and the now smaller scale of the project. Councilor Schmitz inquired whether if Wendel would hold to the 6.8% of the fee for a project under \$6 million. Krzyzanowski stated they could honor the 6.8% with the request that the project continues to move forward.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE ENTERING INTO A CONTRACT WITH WENDEL ARCHITECTURE, P.C. FOR ARCHITECTURE SERVICES FOR THE NEW FIRE STATION. MOTION PASSED 0-5.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE ENTERING INTO A CONTRACT WITH WENDEL ARCHITECTURE, P.C. FOR ARCHITECTURE SERVICES FOR THE NEW FIRE STATION, AND FURTHERMORE, TO KEEP FEE RATE AT 6.6% OF THE COST OF THE WORK IF IT'S OVER \$6 MILLION, AND AT 6.8% IF IT'S UNDER \$6 MILLION. MOTION PASSED 5-0.

DISCUSS INTERSECTION OF MAIN STREET AND 2ND AVENUE

Bob Sabo stated that the temporary pedestrian signs did make a huge impact, but they have since been removed. Sabo stated he is still concerned about traffic and wants a more permanent solution. Councilor Fall requested that the handicap spot near Winners should be removed since it is closer than 30 feet to the intersection. He also stated that he would like to see a four way stop at the splash pad intersection, since it's a low cost to put up and would be a good first step. Councilor Schmitz inquired about the Police Chief's opinion on a four way stop. Chief Blum stated the four-way stop would not be his first solution and he would like to see an engineer's opinion on a four way stop. He stated his preference of better markings and/or flashing lights for pedestrian crossing at the crosswalk. The Council discussed other suggestions including changing the painting of the crosswalk, temporary pedestrian cross walk signs and having business owners encourage pedestrians to use the crosswalks. The Council agreed that it will likely take a combination of multiple things to solve the issue including signage, education and enforcement. Councilor Fall made a motion to install a flashing pedestrian cross light at the intersection of Main Street and 2nd Avenue, the motion failed due to a lack of a second. Stueve stated that the temporary pedestrian sign had been hit by a semi and is being repaired and then it will be placed back in the middle of the roadway.

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO DIRECT STAFF TO OBTAIN A PRICE FOR A LIGHTED CROSSWALK SIGN AND A TIMELINE FOR INSTALLATION AFTER PURCHASE. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR REPORT**A. Install Sprinkling System at Water Treatment Plant**

Stueve stated that growing grass has been a struggle around the water treatment plant building. He stated the purchase was included in this year's budget.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE THE INSTALLATION OF A SPRINKLING SYSTEM AT THE WATER TREATMENT PLANT BY EASY GREEN INC. AT A PRICE OF \$4,815.00; FURTHERMORE, TO BE PAID OUT OF THE WATER DEPARTMENT CAPITAL EXPENDITURES LINE ITEM 13-70-71-6413. MOTION PASSED 5-0.

B. Hiring Seasonal Parks Employee

Stueve stated that one of the recent hires is not going to be able to keep their position. He stated he would like to re-advertise for the position.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE ADVERTISING FOR A SEASONAL PARKS EMPLOYEE AT A RATE OF \$18.00 PER HOUR, FOR UP TO 32 HOURS PER WEEK. MOTION PASSED 5-0.

C. Purchase of Meters for Towns Edge Mobile Home Park

Stueve stated that he will add into the agreement that the meters would go with the lot, not with the home. He stated that the agreement will need to be signed by the property owner of the Towns Edge Park. Stueve stated that staff could do an inspection to make sure that the meters are installed inside the homes as planned.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE THE PURCHASE OF 84 METERS FROM DAKOTA SUPPLY GROUP AT A COST OF \$21,672.00; FURTHERMORE, TO BE PAID FOR OUT OF WATER METER BUDGET LINE ITEM 13-70-71-6811. MOTION PASSED 5-0.

D. 3rd Avenue SE Update

Stueve stated that the quote for design and engineering provided by Stantec was \$60,110, and the quote provided by WSB who is Wakefield Township's engineer, was \$22,715. Stueve stated that with the engineer estimates he believes that the project will not come in under budget, which was originally \$173,000 with no bike lanes. An alternate with the bike lane was \$200,000. Stueve stated that the engineering amount would be split 50/50 with Wakefield Township. Dockendorf stated that the Township was open to the entire City Council coming to one of the Township Board meetings to further discuss it. Dockendorf also stated that Wakefield Township approved the estimate from WSB and they are awaiting the City Council's approval of it too. Councilor Ramler stated that the project should be scrapped until it comes up again sometime in the future. Hennen suggested doing a full RFP for the engineering service for the project. Dockendorf stated she would find out the date and time for the next township board meeting to further discuss the roadway improvements.

E. Other

Stueve stated he is planning to send out another edition of a newsletter. He stated that he obtained a quote for security cameras at Lions, Frogtown and Pioneer Parks for a total of \$4,645.50.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO MOVE FORWARD WITH CAMERAS FOR BOTH OF THE PARKS. MOTION PASSED 5-0.

CITY ENGINEER REPORT**A. Resolution No. 2023-11, A Resolution Accepting and Awarding the Bid for the 2023 Improvements**

Lintgen explained the bid results and that Douglas-Kerr Underground, LLC was the low bidder for the project with a total base bid of \$3,380,878.65. There was discussion on the bids, bidding process and the low responsible bidder.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE RESOLUTION NO. 2023-11, A RESOLUTION ACCEPTING BIDS AND AWARDING A CONTRACT FOR THE 2023 IMPROVEMENTS PROJECT. MOTION PASSED 5-0.

B. Project Updates

For the 2022 Brewery Sanitary Improvements work continues on forcemain installation and the bridge should be installed in mid-June. For the Water Treatment Plant, the plant is treating water and small issues are being worked on. For the Industrial Wastewater Pretreatment project interior building work is ongoing. For the Lift Station No. 1 Rehabilitation Project design work is continuing and bidding is expected to take place later this summer.

C. Other

Lintgen stated that he will be moving and thanked the Council for support over the last years. He stated that Sam Butler will continue on with the engineering services for the City, and that Brian will still be with Stantec as a resource as well as the rest of their office.

POLICE DEPARTMENT REPORT

A. Updates

Chief Blum presented the monthly calls for service report for April.

B. Sale of 2000 Ford Explorer

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO DECLARE THE 2000 FORD EXPLORER ACQUIRED FROM AN ALCOHOL FORFEITURE WITH VIN ENDING IN 2787 AS SURPLUS PROPERTY; FURTHERMORE, TO APPROVE THE SALE OF SAID VEHICLE THROUGH THE ONLINE STATE AUCTION MINNBID. MOTION PASSED 5-0.

C. Sale of 2004 GMC Envoy

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO DECLARE THE 2004 GMC ENVOY ACQUIRED FROM AN ALCOHOL FORFEITURE WITH VIN ENDING 4634 AS SURPLUS PROPERTY; FURTHERMORE, TO APPROVE THE SALE OF SAID VEHICLE THROUGH THE OLINE STATE AUCTION MINNBID. MOTION PASSED 5-0.

D. SRO Agreement with Independent School District 750

Chief Blum stated that the SRO Agreement was approved and signed by the school board as it was presented. MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE THE MEMORANDUM OF UNDERSTANDING FOR SCHOOL RESOURCE OFFICER WITH INDEPENDENT SCHOOL DISTRICT 750 AND AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN IT ON THE CITY’S BEHALF. MOTION PASSED 5-0.

E. Speed Control

Councilor Fall inquired about the speed truck, which Chief Blum stated it is being worked on and then will be put out on the streets. Councilor Fall stated that a speed limit sign had been installed on 1st Street South for westbound traffic, but he felt it needs to be moved closer to the intersection with 10th Avenue South. Councilor Fall stated that he observes a lot of speeders. Chief Blum stated that a lot of complaints of observed speed is not always accurate due to size and sound of vehicles. He stated that officers have been busy working traffic enforcement but can’t be everywhere all the time.

CITY ADMINISTRATOR REPORT

A. Liability Insurance Coverage Waiver

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

B. Other

Dockendorf stated that she has been talking with Gary Traut with Donlar to revise the construction contract for the fire station project. She stated that she is still working on the little piece of land for the fire station property, that the property owner’s mortgage company had some questions. She added that St. Boniface Church had inquired if the Council would like to participate in the parade, Mayor Heinen indicated he would participate.

COMMISSION UPDATES

A. Planning Commission

Councilor Hennen stated that they discussed the variance for Dave and Deb Terres. He stated they also received a presentation from Cold Spring Co-Op on their new building project they are planning. Dockendorf stated that they plan to break ground on the project in Spring of 2024.

B. EDA

Councilor Ramler stated that the EDA has not met since his last report.

C. Park Board

Mayor Heinen stated that they toured two parks. He stated they met with the developer for River Links and he showed them where he would like to have a park, and about possible mountain biking trails. He stated that they also toured Pioneer Park to view the progress with the Skateboard Park. Dockendorf added that in River Links the land that that they were shown for park land is currently labeled for multi-family, and is right next to the existing park. She stated that the Park Board was receptive in seeing that land put to park use too.

D. Rocori Trail

Councilor Schmitz stated that the pork chop intersection is closed off and that the pedestrian ramps are going to be installed in that area. He stated that the landscaping is nearly complete and then striping will be the last element to be done.

E. Library Committee

Councilor Fall stated that after touring the Kimball Library and looking at several properties in town, they are ready to make a recommendation. He stated that the planned building will fit on the parcel they are looking at and that Great River Regional Library Board has also approved the site location. He stated the adjoining piece of property, which is a sliver of land that BNSF Railroad owns, would also be considered for purchase. He stated that Coldspring has agreed to donate the lot for the purpose of a library on the condition that the City forgive the assessment on the lot which is about \$41,000. He added that Wendel has agreed to make a schematic to use for fundraising purposes.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE PURCHASE OF THE PROPERTY DISCUSSED FROM COLDSRING FOR THE PURPOSE OF A LIBRARY ON THE CONDITION THAT THE ASSESSMENT IS FORGIVEN. MOTION PASSED 5-0.

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 \$455,969.68 AND SUPPLEMENTAL LIST TOTALING \$8,388.78 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO ADJOURN AT 8:15 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

David Heinen, Mayor

Kris Dockendorf, City Administrator