

## **TUESDAY, MAY 24, 2022 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 Members Mike Fall, Fran Ramler, and Doug Schmitz. Others present: Brigid Murphy, Jon Stueve, Brian Lintgen, Ryan Hennen, Drew VanLoy, David Jonas, Mark Goldberg, Thomas LeGassa, Stephanie Ferguson, Sandi Schlangen, Paul Waletzko, Andrea Robinson, Jason Blum and Joe Jelovnick.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE THE AGENDA OF THE MAY 24, 2022 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.

### **CONSENT AGENDA**

- A. Minutes – May 10, 2022 Regular Meeting and May 16, 2022 Ad Hoc Committee Meeting
- B. Cold Spring Area Baseball Inc. One Day Liquor License for June 25, 2022, at the Cold Spring Baseball Park
- C. Cold Spring Home Pride Lions Application to Conduct Excluded Bingo, Form LG240B – July 29, 2022, at Main Street and 2<sup>nd</sup> Avenue
- D. Cold Spring Baseball Inc. – LG220 Application – Raffle to be held June 25, 2022 at the Cold Spring Baseball Park
- E. Cold Spring Baseball Inc. – LG220 Application – Raffle to be held December 29, 2022 at the Side Bar & Grill
- F. Cold Spring Area Historical Society Application to Conduct Excluded Bingo, Form LG240B- July 30, 2022 at 209 Main Street in front of Cold Spring American Legion

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED 4-0.

### **APPOINTMENT OF COUNCIL MEMBER TO COMPLETE THE TERM VACATED BY SHANNON MILLER**

Councilor Fall made a motion to appoint Andrea Robinson to fill the vacancy created by the resignation of Shannon Miller. The motion failed for a lack of a second. Councilor Schmitz stated that all five candidates were great but that he was torn between two of them.

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO APPOINT RYAN HENNEN TO FILL THE VACANCY CREATED BY THE RESIGNATION OF SHANNON MILLER. MOTION PASSED 4-0.

Mayor Heinen administered the Oath of Office to Ryan Hennen.

### **RESOLUTION NO. 2022-17, A RESOLUTION APPROVING A SPECIAL USE PERMIT FOR COLD SPRING AREA BASEBALL INC. TO CONSTRUCT A FIELD HOUSE AT THE COLD SPRING BASEBALL PARK**

Drew VanLoy and David Jonas from Cold Spring Area Baseball Inc. presented the request for a special use permit to construct a field house at the Cold Spring Baseball Park. VanLoy stated that the walls would be pre-fabricated and that dirt work would start after the baseball season is over. Murphy stated that the development agreement should be ready to be approved at the next meeting.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE RESOLUTION NO. 2022-17, A RESOLUTION APPROVING THE SPECIAL USE PERMIT TO ALLOW THE PLACEMENT OF A FIELD HOUSE AT THE COLD SPRING BASEBALL PARK BY COLD SPRING AREA BASEBALL, INC. MOTION PASSED 5-0.

**RESOLUTION NO. 2022-18, A RESOLUTION GRANTING A VARIANCE FROM THE FRONT YARD SETBACK OF 25 FEET AT THE COLD SPRING BASEBALL PARK FOR COLD SPRING AREA BASEBALL INC.**

VanLoy explained the variance request from the required 25-foot front yard setback. He explained that the existing fence is eight feet from the property line, and they are requesting a setback of fifteen feet for the field house. Hennen added that the fifteen-foot distance would be from the prescribed right of way. Murphy confirmed that the site drawing shows the requested setback correctly since the property is in meets and bounds.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2022-18, A RESOLUTION APPROVING OF A VARIANCE TO ALLOW THE PLACEMENT OF A FIELD HOUSE 15 FEET FROM THE PROPERTY LINE AT 701 1<sup>ST</sup> STREET SOUTH. MOTION PASSED 5-0.

**COMPENSATION AND CLASSIFICATION STUDY PRESENTATION**

Mark Goldberg from David Drown Associates presented the compensation and classification study. Councilor Schmitz stated that vacation days and health benefits were not included in the compensation study. Murphy stated that she could work on gathering that additional data and suggested having a workshop to further analyze the data.

**PUBLIC WORKS DIRECTOR REPORT**

**A. Request to Hire Additional Part-Time Parks Employees**

Stueve explained that there are three additional part-time employees he would like to hire. He stated these young adults have busy lives with sports commitments also impacting their availability to work.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE HIRING OF RIVER BELLMONT, HAILEE OLMSCHIED AND TAIYA HANSEN AS PART-TIME SEASONAL EMPLOYEES OF THE PARKS DEPARTMENT AT A RATE OF PAY OF \$12.00 PER HOUR. MOTION PASSED 5-0.

**B. Other**

Stueve inquired that when there is a Council meeting where no requests are being made, if then the department head could attend remotely instead of in person. Council Schmitz stated he wanted time to think about it since this item just came up.

**C. Second Street North Patching**

Stueve stated that a contractor would be in town this week doing the patching for the water main break near Assumption Home.

**CITY ENGINEER REPORT**

**A. Sanitary Sewer and Water System Improvements**

Lintgen stated that concrete is being completed at Lift Stations A and B. He stated that the electrical components will be completed next.

**B. Industrial Pre-Treatment Facility**

Lintgen stated that contracts are being signed and work will begin mid-June.

**C. Stand Pipe Water Tower Change Order #1**

Lintgen explained that they are proposing to change the completion date of the project since there has been a delay in the steel supply, which is beyond the contractors control. He stated initially the customized steel components were supposed to arrive in May, then they got delayed to June, and now they are supposed to be coming in July.

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO APPROVE THE CHANGE ORDER #1 REVISING THE COMPLETION DATE TO REFLECT THE STEEL SUPPLY DELAYS ENCOUNTERED BY THE CONTRACTOR. MOTION PASSED 5-0.

**POLICE DEPARTMENT REPORT**

A. Monthly Reports

Chief Blum presented a report on the calls for service for the month of April.

B. Nuisance Ordinance Enforcement

Chief Blum stated that officers would be checking for nuisance ordinance violation in the coming weeks.

C. Speed Truck Availability

Chief Blum stated that the speed truck is available to be put out in areas of concern.

D. Other

Chief Blum stated that two meetings have been held to discuss the police service contract with the City of Richmond.

**CITY ADMINISTRATOR REPORT**

A. Approval of Closing Fund 19 (Granite Landing Redevelopment) and to transfer the fund balance of \$94,751.09 to Fund 12 (EDA Fund)

B. Approval of Closing Fund 44 (2010B G.O. Bonds) and to transfer the fund balance of \$19,720.19 to Fund 12 (EDA Fund)

C. Approval of Closing Fund 22 (2014A G.O. Bonds) and to transfer the fund balance of \$589,319.34 as follows: \$326,000 to Fund 12 (EDA Fund) and \$263,319.34 to Fund 33 (Future Capital Improvements)

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE THE FUND BALANCE TRANSFERS AS PRESENTED. MOTION PASSED 5-0.

D. Cleaning Services for City Hall

Murphy explained that she is waiting for the background check authorization form to be submitted by an applicant for the position. She stated that without the form the background check cannot be completed and if the form is not returned, she would like to keep things moving along by re-advertising for the services.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO APPROVE READVERTISING FOR CLEANING SERVICES FOR CITY HALL IF A BACKGROUND CHECK FORM IS NOT RECEIVED. MOTION PASSED 5-0.

E. Supplemental Bills Discussion

Murphy proposed emailing the City Council the supplemental list of bills by 2 p.m. on Council meeting dates to allow them time ahead of the meeting to review the list. She explained the reasons for the supplemental list which allows the City to get discounts and avoid penalties from vendors.

F. Other

Murphy explained that due to the recent appointment of Council member Hennen, there would be an opening on the Planning Commission. She requested approval to advertise for the vacancy.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO ADVERTISE FOR THE OPEN SEAT ON THE PLANNING COMMISSION. MOTION PASSED 5-0.

**COMMISSION UPDATES**

**A. Planning Commission**

Councilor Hennen stated that they discussed the special use permit and variance for the Cold Spring Area Baseball Association. He also stated that they have been reviewing the Comprehensive Plan draft and that it is a work in progress.

**B. EDA**

Councilor Schmitz and Ramler stated they did not meet.

**C. Park Board**

Murphy explained that they did a parks tour and that the dog park rules and regulations are now posted. She explained that a frisbee golf course is being considered in Sportsman’s Park. Stueve gave an update on the hockey rink project. Stueve also discussed a potential FEMA grant for Frogtown Park for the playground area which was flooded.

**D. Rocori Trail**

Councilor Schmitz stated that construction should be starting soon and that the low bidder for the project was below the engineer’s estimate.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$159,857.44 AND SUPPLEMENTAL LIST TOTALING \$6,665.49 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

**ADJOURN**

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO ADJOURN AT 7:35 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

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David Heinen, Mayor

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Brigid Murphy, City Administrator