

## **TUESDAY, MAY 8, 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, Doug Schmitz and Gary Theisen. Absent: Shannon Miller. Others present: Brigid Murphy, Brian Lintgen, Jon Stueve, Jason Blum, Dan Steil, Everett Balko, Tammy Paczkowski, Nancy Schulzetenberg and Angie Mueller.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE THE AGENDA AS PRESENTED OF THE MAY 8, 2018 CITY COUNCIL MEETING. MOTION PASSED 4-0.

### **CONSENT AGENDA**

A. Minutes – April 24, 2018

B. One Day Bingo License, Cold Spring Home Pride Lions Club for Friday, July 27, 2018

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

### **REVIEW OF THE 2017 AUDITED FINANCIAL STATEMENT**

Nancy Schulzetenberg from BerganKDV presented and reviewed the 2017 audited financial statement. MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO APPROVE THE 2017 AUDITED FINANCIAL STATEMENT AS PRESENTED. MOTION PASSED 4-0.

### **ACCEPT THE RESIGNATION OF DAN STEIL**

Murphy explained that Dan Steil had provided a resignation for his position as Executive Director of the EDA. Mayor Heinen presented Steil with a certificate of appreciation for his service and dedication. MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO ACCEPT THE RESIGNATION OF DAN STEIL AS EXECUTIVE DIRECTOR OF THE EDA, AND APPROVE THE CERTIFICATE OF APPRECIATION FOR OUTSTANDING SERVICES AS COLD SPRING ECONOMIC DEVELOPMENT AUTHORITY'S EXECUTIVE DIRECTOR. MOTION PASSED 4-0.

### **PUBLIC WORKS REPORT**

A. Revised Agreement with Cold Spring Brewing Company to Allow for Direct Connection to City Well No. 5 and to Pay the Established Raw Water Rate

Stueve explained that there were several changes that the Brewery had requested on the agreement which were all within reason. The changes relate to the pumping rate, extending the rate term, and the ability to shut down if there is an issue with the DNR, or if the Brewery violates the agreement. Murphy stated the changes were reviewed and accepted by the City Attorney.

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO APPROVE ENTERING INTO THE REVISED AGREEMENT WITH COLD SPRING BREWING COMPANY TO ALLOW FOR DIRECT CONNECTION TO CITY WELL NO. 5 AND TO PAY THE ESTABLISHED WATER RATE. MOTION PASSED 4-0.

B. Purchase of a Gas Powered Post Driver

Stueve stated that the gas powered post driver is able to be operated by one person and that it is quick and convenient for pounding in posts for street signs and fence posts.

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO APPROVE THE PURCHASE OF A GAS POWERED POST DRIVER FROM HARDLINE EQUIPMENT FOR \$2,413.00 AND FURTHERMORE, TO BE PAID OUT OF THE STREETS EQUIPMENT BUDGET LINE ITEM #6311. MOTION PASSED 4-0.

C. Well Update

Stueve stated that the connection of Well No. 5 to Cold Spring Brewing Company has been completed. He stated that pipe work for Well No. 7 will begin soon.

**CITY ENGINEER REPORT**

A. CSAH 2 Petrofund Update

Lintgen explained that two of the three items that were being appealed were approved for reimbursement. The third item, which is the largest item, the change in pipe type, has been denied. Lintgen explained that Braun Intertech will be representing the City at an appeal hearing in June to appeal, since it is their feeling that it is being denied on a technicality.

B. Main Street Update

Lintgen explained that the wear course paving will be applied this week and pavement markings will follow shortly after. He stated that a change order is being prepared for approval at the next meeting. The change order will be for removing the contaminated soil, dewatering, and upgrading of the pipe.

C. North Pointe 5 Update

Lintgen explained that site grading has been on going and that utility work will begin soon.

**POLICE DEPARTMENT REPORT**

A. Installation of Stop Signs on 11<sup>th</sup> Ave N, 12<sup>th</sup> Ave N, and 13<sup>th</sup> Ave N at 2<sup>nd</sup> St N

Chief Blum stated that it had been brought to his attention that there were no stop signs at these intersections. He stated that after reviewing the locations with Stueve, they both agreed that three signs should be installed.

MOTION WAS MADE BY KNAPP, SECONDED BY THEISEN, TO APPROVE THE INSTALLATION OF A STOP SIGN ON 11<sup>TH</sup> AVE N AND 2<sup>ND</sup> ST N, AT 12<sup>TH</sup> AVE N AND 2<sup>ND</sup> ST N AND AT 13<sup>TH</sup> AVE N AND 2<sup>ND</sup> ST N. MOTION PASSED 4-0.

B. Other

Chief Blum explained that three different insurance adjustors reviewed the claim for the damage to the parked squad car. He stated that final approval has been granted for starting the repairs at Precision Collision. He stated that the Mock Car Crash at Rocori High School went well. Lastly, he explained that a grant is being written by CentraCare to provide local law enforcement agencies with Ipads that could be used in calls where mental health issues are present, enabling medical professionals to meet face to face with patients in their homes to assess their needs. He stated that CentraCare may be requesting a letter of support for this initiative.

**CITY ADMINISTRATOR REPORT**

A. Update on Space Study

Murphy stated that she contacted Murray Mack about the revised parameters as discussed at the joint meeting with the Planning Commission. She stated that he would use the numbers given to do a revised plan along with cost estimates to be reviewed at the first meeting in June. Murphy stated she checked with the Building Inspector and he indicated that an elevator may not be necessary in a two story building depending on the use in the second story. With that information she said the costs will be provided for a space with an elevator and without an elevator.

B. Scheduling of Administrator Performance Review

Murphy stated that her two year anniversary is coming up and suggested that her performance review be conducted in a closed session at the end of the next meeting. She stated that she could complete the self-evaluation form and could distribute the evaluation form to the Council to review ahead of time. The Council agreed to the scheduling as it was proposed.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY SCHMITZ, SECONDED BY KNAPP, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$165,052.74 AND SUPPLEMENTAL LIST TOTALING \$8,227.60 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

**ADJOURN**

MOTION WAS MADE BY THEISEN, SECONDED BY KNAPP, TO ADJOURN AT 7:09 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

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Dave Heinen, Mayor

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Brigid Murphy, City Administrator