

WEDNESDAY, MAY 8, 2024 COLD SPRING CITY COUNCIL MEETING MINUTES

The meeting was called to order by Mayor Dave Heinen at 5:00 p.m. The following City Council members were found to be present: Mayor Dave Heinen and Council Members Mike Fall, Ryan Hennen and Fran Ramler. Absent: Doug Schmitz. Others present: Kris Dockendorf, Jason Blum, Jon Stueve, Sam Butler, Dan Weber, Gary Traut, Laura Eysnogle, Nancy Schulzetenberg and Joe Jelovnick.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE THE AGENDA OF THE MAY 8, 2024 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.

CONSENT AGENDA

A. Minutes – April 24, 2024 Regular Meeting

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

PRESENTATION OF THE 2023 AUDITED FINANCIAL STATEMENTS

Nancy Schulzetenberg from BergenKDV presented the audited financial statements for the year 2023. Councilor Fall inquired how many additional staff would be needed to resolve the lack of segregation of duties deficiency. Schulzetenberg stated that a total of four or five staff doing the day to day operations would resolve that deficiency.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE THE 2023 AUDITED FINANCIAL STATEMENTS AS PRESENTED. MOTION PASSED 4-0.

APPROVAL OF FIRE HALL CONSTRUCTION UPDATED BUDGET

Laura Eysnogle from Wendel and Gary Traut from Donlar Construction gave the Council an update on the Fire Hall construction Project. Eysnogle explained from schematic design phase to the design development phase the budgets vary, getting more defined within the design development. She stated components of the mechanical, plumbing, electric and site architecture have been completed and the next step will be construction documents. Gary Traut updated the Council on the cost totaling \$8.5 million. They explained the upcoming timeline of the project going out to bid in July and closing in mid-September.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE THE UPDATED FIRE HALL CONSTRUCTION BUDGET DATED MAY 1, 2024 IN THE AMOUNT OF \$8,587,681.00, AND TO AUTHORIZE THE ARCHITECT TO BEGIN CONSTRUCTION DOCUMENTATION. MOTION PASSED 4-0.

COLD SPRING CO-OP AGREEMENT

Dockendorf explained that the City Attorney had drafted an agreement to protect the City from damages that may be caused to the new street by the construction equipment for the Cold Spring Co-Op facility.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE THE TEMPORARY LICENSE AGREEMENT WITH COLD SPRING CO-OP TO USE CITY RIGHT-OF-WAY DURING DEMOLITION AND CONSTRUCTION OF THEIR BUILDINGS, AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE AGREEMENT. MOTION PASSED 4-0.

AMENDED RESOLUTION NO. 2024-10, A RESOLUTION APPROVING ST. BONIFACE PARISH EVENTS FOR 2024

Dockendorf explained that the St. Boniface Parish Festival parade committee requested a change in the parade route, therefore an updated resolution was drafted to accurately reflect the street closures. She stated the new route will take the parade down 5th Avenue North, which is a street heavily used by the Cold Spring Brewing Company.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE AMENDED RESOLUTION NO. 2024-10, A RESOLUTION APPROVING ST. BONIFACE PARISH EVENTS FOR 2024, AMENDING THE STREET CLOSURE DUE TO THE CHANGE TO THE PARADE ROUTE, CONTINGENT ON ST. BONIFACE NOTIFYING COLD SPRING BREWING COMPANY AHEAD OF TIME ABOUT THE STREET CLOSURE. MOTION PASSED 4-0.

STREET CLOSURE FOR EMS NIGHT

Dockendorf explained that the first Rock the River concert is planned for Thursday, May 16th. She stated they will be honoring local EMS at the concert and are requesting a street closure to allow emergency vehicles to be parked on the street for the public to view.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE CLOSING 2ND AVENUE SOUTH FROM MAIN STREET TO 1ST ST S ON MAY 16, 2024, FROM 5:00 P.M. TO 8 P.M. FOR EMS NIGHT. MOTION PASSED 4-0.

PUBLIC WORKS DIRECTOR REPORT**A. Purchase Salt**

Stueve reminded the Council that this purchase had to be made by the end of May. He stated that this supply should last through the next winter season.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE THE PURCHASE OF 200 TONS OF SALT FROM COMPASS AT A COST OF \$18,910.00; TO BE PAID OUT OF STREETS DEPARTMENT, SALT SAND LINE ITEM #6315. MOTION PASSED 4-0.

B. Hire Seasonal Park Employees

Stueve explained that Jeff Illies would be a returning worker at the Cold Spring Baseball Park, and he would start after Memorial Day, through Labor Day. He stated that Hunter Heidgerken is a college student and on summer break already, therefore he could start next week, and would only be able to work through mid-August.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO HIRING JEFF ILLIES FOR THE PERIOD OF MEMORIAL DAY TO LABOR DAY, AND HUNTER HEIDGERKEN FROM MID-MAY TO MID-AUGUST, BOTH AT \$16.00 PER HOUR AS SEASONAL PARK EMPLOYEES FOR UP TO 32 HOURS PER WEEK. MOTION PASSED 4-0.

C. Approve Advertising for Bids for Maintenance Shed

Stueve explained that Stantec has completed the civil side and the project is ready to go to bid. Councilor Fall stated that he wanted to see the drawings before advertising for bids.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE ADVERTISING FOR SEALED BIDS FOR THE MAINTENANCE SHED CONSTRUCTION PROJECT. ROLL CALL VOTE: AYES – HEINEN, HENNEN, RAMLER, NAYES – FALL. MOTION PASSED 3-1.

D. Updates

Stueve stated that his staff spent three days cleaning up the mess made by the Rocori Trail groomers. He stated that the dirt work is complete at Frogtown Park along the trails and that air patching is being done on the streets. Councilor Fall stated that he would like to see MnDOT take responsibility for clearing the sidewalk along Highway 23 and wants to have a plan in place for the winter. Stueve stated he would reach out to his contact at MnDOT.

CITY ENGINEER REPORT**A. Updates**

Butler stated that paving will likely happen on May 20th for the wear course for the 2022 and 2023 Improvements Projects. He stated that the internal plumbing work is completed for the Lift Station #1 Project and they are waiting for the control panel to arrive. He stated that the survey work is completed for the 2025 Improvement Project and design work will begin soon. He explained that a meeting was held with Rockville staff to get the ball rolling on an agreement for the Wastewater Treatment Plant Improvements.

B. Other

Butler stated that Stantec had applied for grant funds through the Minnesota Department of Health to conduct a lead service line inventory in Cold Spring. He stated they received authorization to begin the inventory work. He stated that in 1986 there was a lead pipe ban, so only properties built prior to that date will need to

be inventoried. He stated that there is a July 15th deadline for the work so the surveys will be mailed out soon and will contain directions on how to check for the type of pipes and upload photos.

POLICE DEPARTMENT REPORT

Chief Blum stated that a vagrancy issue the department and businesses have been dealing with over the course of the last week appears to be resolved. He stated that city ordinance violation checks will begin soon. Lastly, he reminded the public about Big Truck Night on May 21st.

ADMINISTRATOR REPORT

A. Liability Insurance Coverage Waiver

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE MAINTAINING THE LIABILITY INSURANCE COVERAGE, AND FURTHERMORE, THAT THE CITY DOES NOT WAIVE THE MONETARY LIMITS ON MUNICIPAL TORT LIABILITY ESTABLISHED BY MINN. STAT. §466.04. MOTION PASSED 4-0.

B. Agreement with Stearns County to Provide Early Voting

Dockendorf stated that early voting would take place all day during the week before the election date and for a portion of the Saturday before each date.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO AUTHORIZE THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH STEARNS COUNTY TO PROVIDE EARLY VOTING FOR RESIDENTS OF THE CITY OF COLD SPRING FOR THE 2024 AUGUST PRIMARY AND NOVEMBER GENERAL ELECTIONS. MOTION PASSED 4-0.

C. BNSF Purchase Offer and Intent of Eminent Domain

Dockendorf explained that her contact at BNSF stated that the sale of the lot may move quicker if the City would send a letter threatening condemnation of the property. She stated she consulted with the City Attorney and developed a letter regarding the City’s purchase offer and intent of eminent domain.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO AUTHORIZE THE CITY ADMINISTRATOR TO SEND A LETTER TO BNSF RAILROAD COMPANY REGARDING THE CITY’S PURCHASE OFFER AND INTENT OF EMINENT DOMAIN. MOTION PASSED 4-0.

Councilor Fall inquired about the real estate taxes for the land purchased for the future library. Dockendorf explained that due to the timing of the land purchase in the fall of 2023, since it was after July 1st, the tax exemption does not come into effect until the following year.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$846,861.28 AND SUPPLEMENTAL LIST TOTALING \$131,618.59 AS PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

ADJOURN

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO ADJOURN AT 6:16 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

David Heinen, Mayor

Kris Dockendorf, City Administrator