

## **WEDNESDAY, JUNE 12, 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, Fran Ramler and Doug Schmitz. Absent: None. Others present: Kris Dockendorf, Jason Blum, Jon Stueve, Sam Butler, Kory Bellmont, Brenda Timm, Bob Killmer, Landon Winkelman and Joe Jelovnik.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE THE AGENDA OF THE JUNE 12, 2024 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

### **CONSENT AGENDA**

- A. Minutes – May 22, 2024 Regular Meeting
- B. Cold Spring Area Historical Society Application to Conduct Excluded Bingo, Form LG240B – July 27, 2024, at 209 Main Street at the Cold Spring American Legion
- C. Resolution No. 2024-12, a Resolution Granting Approvals for Hometown Pride Festival for 2024
- D. Cold Spring Area Baseball Inc. – Approval of Day at the Park Event and One Day Liquor License for June 22, 2024 at the Cold Spring Baseball Park

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

### **SPARTAN FIELD DISCUSSION**

Kory Bellmont from Spartan Fields explained that their grading plan has been finalized but they are still in the engineering phase of the project. He stated that he is hopeful that they will break ground in the next month to start grubbing and clearing the land. He explained their plan for 23 twin home lots, four single family detached townhomes and 62 single family lots. He also stated in the northeast corner of the plat they would like to have an area for apartments.

### **LITTLE FREE LIBRARY**

Brenda Timm from the Friends of the Library requested permission to install a Little Free Library to memorialize a long time dedicated volunteer of their organization. She stated that they will initially stock the books for it, but that it would be a take one, leave one concept to promote sharing. Through discussion it was identified that this would be either the fourth or fifth Little Free Library in the City.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO ALLOW THE FRIENDS OF THE LIBRARY TO PLACE A LITTLE FREE LIBRARY OUTSIDE THE CITY HALL BUILDING.

### **DISCUSS LIBRARY PROPERTY PHASE II ENVIRONMENTAL STUDY**

Dockendorf stated that the initial quote she received for a Phase II Environmental Study did not include several components that BNSF required in the Study before they would further consider selling the land to the City. She stated the cost for the Study went from \$17,745 to \$23,500. The Council agreed that they were not willing to spend the money on the Study. Dockendorf stated that the City Attorney estimated the cost for their fees for eminent domain to be \$10,000-\$12,000, if goes smoothly without opposition. The Council agreed they would like to further explore the eminent domain process and requested that Dockendorf let BNSF know their intention, and see how BNSF responds. They discussed that the planned library can fit on the land already owned by the City and the extra BNSF land would be beneficial but it is not needed to go forward with the building.

### **PROPOSALS FOR LIBRARY RENDERING**

Dockendorf explained that she received a quote from HMA Architects for a rendering of a proposed library building, and they responded with \$3,800 compared to the quote from Wendel/Five Bugles at \$5,000. The Council stated their intention to have a large sign of the drawing placed on the property site to generate excitement and fundraising.

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE HIRING HMA ARCHITECTS TO DO AN ARCHITECTURAL RENDERING OF A LIBRARY FACILITY FOR FUNDRAISING PURPOSES AT A COST OF \$3,800.00. MOTION PASSED 5-0.

## **DISCUSS CITY HALL/POLICE DEPARTMENT BUILDING PLANS AND FORMATION OF A COMMITTEE**

Dockendorf explained the two drawings that were included in the Council packet that were the work product from group meetings on remodeling the existing building in the past. Councilor Fall and Ramler volunteered to serve on the committee. Dockendorf also inquired whether they would like to stay with Five Bugles for the design for the remodel or if they would like to get requests for proposals.

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPOINT COUNCIL MEMBERS FRAN RAMLER AND MIKE FALL, ALONG WITH JASON BLUM, JASON SPODEN, KRIS DOCKENDORF AND LOIS LIESER TO THE CITY HALL/POLICE DEPARTMENT BUILDING REMODEL COMMITTEE. MOTION PASSED 5-0.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO DIRECT STAFF TO SEND OUT REQUESTS FOR PROPOSALS FOR THE CITY HALL/POLICE DEPARTMENT BUILDING REMODEL PROJECT. MOTION PASSED 5-0.

## **PUBLIC WORKS DIRECTOR REPORT**

### **A. Bob Killmer Pay Increase**

Stueve explained that Killmer has been in his position for over a year and inquired about getting a raise from \$18.00 per hour to \$20.00. Stueve explained he is not able to grant raises but would bring the request to the Council. Stueve stated that Killmer's position is permanent part-time and therefore is not on the pay scale. He explained that the snowplow drivers are on the pay scale, so each year they receive the cost of living adjustment but no steps, their current wage is at \$22.97. After some discussion the Council agreed that the position should also be put on the pay scale so that there isn't a request each year for an increase in pay or in the middle of a budget cycle.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO PLACE THE PERMANENT PART-TIME POSITION ON THE PAY SCALE IN GROUP FOUR STEP ZERO EFFECTIVE JUNE 13, 2024. MOTION PASSED 5-0.

### **B. Hiring of a Full-Time Water/Wastewater Operator – Landon Winkelman**

Stueve explained that Winkelman has completed his Water/Wastewater Operator program and passed his tests for his D license. He stated that as planned he would like to hire Winkelman for a full-time position. It was clarified that it would take a couple of days to complete the physical examination and such, therefore he would continue to work part-time until those items are completed.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE THE OFFER OF EMPLOYMENT FOR A WATER/WASTEWATER OPERATOR TO LANDON WINKELMAN ACCORDING TO THE TERMS AS STATED IN THE OFFER OF EMPLOYMENT DATED JUNE 12, 2024, CONTINGENT ON PASSING A PHYSICAL EXAMINATION, A DRUG TEST, AND A BACKGROUND CHECK. MOTION PASSED 5-0.

### **C. Updates**

Stueve stated that the bids for the Maintenance Shop will be due towards the end of June. Councilor Fall inquired about exposed fasteners on the steel, Stueve and Dockendorf agreed it is allowed in the zoning district where the Maintenance Shop is located.

## **CITY ENGINEER REPORT**

### **A. Wastewater Treatment Facility Planning Proposal**

Butler presented the proposal from Stantec for wastewater treatment facility planning support which would include an agreement with Rockville, project funding and rate structure review at a cost of \$20,800. The Council discussed the current situation with the City of Rockville and the 90-day window verbal agreement they gave on May 8<sup>th</sup>, and their frustration of having to spend money to get the City of Rockville to commit, so that Cold Spring can move forward with their plant design. All members agreed that Rockville needs to be reminded of the current timetable and that they have until August 8<sup>th</sup> to make a decision.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE THE PROPOSAL FROM STANTEC FOR WASTEWATER TREATMENT FACILITY PLANNING SUPPORT TO INCLUDE AN AGREEMENT WITH ROCKVILLE, PROJECT FUNDING, AND RATE STRUCTURE REVIEW, AT AN ESTIMATED COST OF \$20,800.00. MOTION PASSED 5-0.

MOTION WAS MADE BY SCHMITZ, SECONDED BY FALL, TO HAVE THE CITY OF ROCKVILLE HAVE A SIGNED AGREEMENT WITH THE CITY OF COLD SPRING BY AUGUST 8, 2024, WHICH IS IN 60 DAYS. MOTION PASSED 5-0.

**B. Project Updates**

Butler stated that the striping will be done soon on the 2022 and 2023 projects. He stated that work continues on the 2025 design items and narrowing the width of the roadway is being considered. Councilor Schmitz expressed concern about narrowing the street width and stated he was not in favor of it.

**C. Lead Pipe Service Line Survey**

Butler reminded residents to complete the lead pipe service line survey that was sent out. He stated that the survey website had been adjusted to make uploading pictures easier. He stated that if residents are struggling with the website they should call for assistance as the deadline is quickly approaching.

**POLICE DEPARTMENT REPORT**

**A. Updates**

Chief Blum provided an update on recent thefts in the City, ordinance violations, scams and driving complaint of u-turn violations.

**B. Richmond Contract**

Chief Blum explained that he is hoping to secure a more long-term contract with the City of Richmond for law enforcement services. He stated that once he receives updated financial costs, he plans to put together a plan for a five-year contract. All agreed it would be beneficial to have a longer term commitment to plan for the future.

**C. Other**

Councilor Fall inquired about the speed truck and commented on his observations of people not using the push button on the crosswalk sign near the Splash Pad.

**CITY ADMINISTRATOR REPORT**

**A. Discuss Fire Department Contracts with Townships**

Dockendorf explained that at their last meeting with the townships on May 29<sup>th</sup>, that several of the township representatives were not in favor of paying both principal and interest payments according to the same percentage used for calculating their annual bills. They felt they would only be able to convince their residents to pay the principal amount percentage. Dockendorf presented two estimates, one being the principal and interest, the other principal only. She also stated they wanted to make a separate agreement regarding paying for the Fire Hall building, aside from their fire service contract. The Council discussed the matter at length, and came to the conclusion, upon the recommendation of Councilor Hennen, that a proposal should be given back to the townships, that shows a phased in approach over five years, for the interest payment, with on year one being only principal, but on year two – 25% of interest would be paid, along with the principal, on year three – 50% of the interest, on year four – 75% of the interest and on year five – 100% of the interest. Dockendorf stated their next meeting will be in July.

**B. Vending Machines in Parks**

Dockendorf explained she received a request from someone to put vending machines in Alexander Park and the Baseball Park. The Council agreed by unanimous consent that they were not interested in having vending machines in the parks. They stated that there are plenty of local businesses that are close to the parks that offer many more products than a vending machine could provide.

**C. Other**

Dockendorf stated that it could be six months or so before a decision would be known on the status of federal funding for both the Fire Hall and Wastewater Treatment Facility.

**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 \$761,642.09 AND SUPPLEMENTAL LIST TOTALING \$53,831.11 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

**CLOSED SESSION**

At 6:42 p.m. Mayor Heinen announced that, pursuant to Minnesota Statute Section 13D.05 subdivision 3(c)(3), the meeting would be closed for the purpose of considering an offer to purchase property, specifically parcel identification number 36.23617.0010.

**RE-OPEN MEETING**

At 7:18 p.m. Mayor Heinen re-opened the meeting.

Ramler motioned to purchase the two eastern quadrants of the parcel and to offer \$1,000,000 and to request a right of first refusal on the two western quadrants. Motion passed 5-0.

**ADJOURN**

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO ADJOURN AT 7:18 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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Kris Dockendorf, City Administrator