

## **TUESDAY, JUNE 14, 2016 COLD SPRING CITY COUNCIL MINUTES**

Mayor Robert R. Thelen called the meeting to order at 6:30 p.m. The following City Council members were found to be present: Mayor Robert R. Thelen and Council Members Fran Ramler, Jan Dingmann and Dave Heinen. Absent: Jayme Knapp. Others present: Brigid Murphy, Kris Dockendorf, Marv Soldner, Jeff Kraemer, Jennifer Green, Brian Lintgen, Jon Stueve, Tammy Paczkowski, Dave Hinkemeyer, Chris Boucher, Heidi Stalboerger, Jim Wenner and Angie Mueller.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE THE AGENDA OF THE JUNE 14, 2016 CITY COUNCIL MEETING. MOTION PASSED 4-0.

### **CONSENT AGENDA**

A. Minutes – May 24, 2016

MOTION WAS MADE BY DINGMANN, SECONDED BY HEINEN, TO APPROVE THE MINUTES OF THE MAY 24, 2016 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.

B. Approve One-Day Gambling – Resolution No. 2016-31

MOTION WAS MADE BY DINGMANN, SECONDED BY HEINEN, TO ADOPT RESOLUTION NO. 2016-31, A RESOLUTION APPROVING FORM LG230 APPLICATION FOR EXEMPT PERMIT TO CONDUCT OFF-SITE GAMBLING FOR BIG LAKE AQUATIC ASSOCIATION INC. FOR PULL-TABS TO BE CONDUCTED JULY 30, 2016 AT THE COLD SPRING BREWING COMPANY DISTRIBUTION CENTER LOCATION; FURTHERMORE, TO WAIVE THE 30 DAY WAITING PERIOD FOR SAID PERMIT. MOTION PASSED 4-0.

### **COLD SPRING AREA BASEBALL ASSOCIATION REQUESTING RESOLUTION FOR NAMING OF PRESS BOX AT COLD SPRING BASEBALL PARK IN HONOR OF JACK BELL – RESOLUTION NO. 2016-32**

Dave Hinkemeyer from the Cold Spring Baseball Association explained that Jack Bell, a lifelong Cold Spring resident, has been the public address announcer at the Cold Spring Baseball Park since 1955. He explained the request to name the press box in honor of Bell. The Council agreed it was a honor that is well deserved and gave Hinkemeyer a certificate of appreciation from the City to present to Jack Bell for his contributions at the naming ceremony on June 18<sup>th</sup>.

MOTION WAS MADE BY DINGMANN, SECONDED BY HEINEN, TO ADOPT RESOLUTION NO. 2016-32, A RESOLUTION APPROVING THE NAMING OF THE COLD SPRING BALL PARK PRESS BOX AS THE JACK BELL PRESS BOX. MOTION PASSED 4-0.

### **APPROVE RESOLUTION NO. 2016-33 FOR ISSUANCE OF G.O. IMPROVEMENT BONDS SERIES 2016A**

Jessica Green from Northland Securities presented the favorable results from the bond sale that occurred earlier in the day. She explained that the rating the City received from S&P was an A with a stable outlook. She stated that the true interest cost will be 2.10%.

MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO ADOPT RESOLUTION 2016-33, A RESOLUTION PROVIDING FOR THE ISSUANCE, SALE AND DELIVERY OF \$3,410,000.00 GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2016A AND AWARDDING THE SALE THEREOF. MOTION PASSED 4-0.

### **PUBLIC WORKS DIRECTOR REPORT**

A. Bituminous Stock Yard

Stueve explained that \$5,000 was budgeted to install a pavement stock yard to store class 2, class 5, black dirt and granite chips. He stated that a quote had been received for \$4,800 from Mark Lee Asphalt to install the blacktop. Stueve stated that since Knife River was in town doing pavement on the Co Rd 2 project, they were able to provide the paving at a cost of \$3,000.

MOTION WAS MADE BY DINGMANN, SECONDED BY HEINEN, TO APPROVE THE EXPENDITURE OF \$3,000 FROM STREETS CAPTIAL EXPENDITURES LINE ITEM 11-50-51-6413 FOR KNIFE RIVER FOR PAVING A STOCK YARD AT THE PUBLIC WORKS FACILITY. MOTION PASSED 4-0.

## B. Mueller Storm Drain Issue

Stueve explained that Erv Mueller, a Wakefield Township resident, who owns property to the north of Matthews Estates, had brought to staff's attention that there is a 14 year old storm drain that hangs three or four feet into Mueller's property. Mueller has a problem with it washing out his ditch and he requested that the pipe be extended out. Stueve stated that a quote has been obtained from Kraemer to install a manhole with corrugated pipe to the west to correct the problem at a cost of \$8,000. Lintgen explained that at the time when Matthews Estates was platted, it was likely assumed that the plat was right up to township road and it actually wasn't. Mueller is willing to grant the city an easement on his property for this purpose. Mayor Thelen suggested that if it is sudden and unexpected occurrence then perhaps the City's insurance would cover the cost of it. Murphy stated she would check into it and report back at the next meeting.

## C. Well Update and Request for Approval of License Agreement for Test Wells and Option Agreement to Purchase Real Estate KB Company, LLC

Stueve stated that the City Attorney drafted an agreement with KB Company to allow for the drilling of test wells and the option to purchase real estate should the quality and quantity of water be favorable for a new well. He stated that two points included in the agreement are the City's support of an application for a permit to conduct gravel mining on the KB Company's adjacent property and that if the gravel mining impacts the aquifer or jeopardizes the City's use and operation of wells, that the gravel mining will then cease. Stueve explained again the considerable cost savings of this property over the Froehle property as a potential new well site.

**MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE ENTERING INTO THE LICENSE AGREEMENT FOR TEST WELLS AND OPTION TO PURCHASE REAL ESTATE WITH KB COMPANY, LLC. MOTION PASSED 3-1. RAMLER OPPOSED.**

## **CITY ENGINEER REPORT**

### A. CSAH 2/Red River Avenue Project Update

#### 1. Agreement with Xcel Energy

Lintgen explained that the estimate provided from Xcel Energy to relocate downtown power lines is \$98,250, which is significantly less than anticipated.

**MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO APPROVE ENTERING INTO THE AGREEMENT WITH XCEL ENERGY TO RELOCATE ELECTRIC LINES. MOTION PASSED 4-0.**

#### 2. Approve Work by Faber Electric

Lintgen explained that the City has obtained a low quote from Faber Electric for the City portion of the electric line relocation in the amount of \$87,310, which includes new underground service lines, rewiring and new meters.

**MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO APPROVE ACCEPTING THE QUOTE FROM FABER ELECTRIC AND APPROVE ENTERING AN AGREEMENT WITH FABER ELECTRIC FOR THE "CITY" PORTION OF THE ELECTRIC LINE RELOCATION. MOTION PASSED 4-0.**

#### 3. Approve City Staff to Negotiate Easement Agreements with Affected Property Owners

Lintgen explained since there are no alleys in this area, the City will have to obtain easements from the property owners for the relocated lines. The easements are estimated to cost between \$8,000 and \$40,000.

**MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO APPROVE CITY STAFF NEGOTIATING EASEMENT AGREEMENTS WITH AFFECTED PROPERTY OWNERS. MOTION PASSED 4-0.**

### B. Contaminated Soils at Red River Avenue South and TH 23

Lintgen explained that contaminated soils were discovered this week by TH 23. He explained that he was required to report this to the Minnesota Pollution Control Agency and has since learned that the City is eligible for reimbursement for the costs of dealing with the contaminated soils through the Petroleum Remediation Program. He stated that for this 200 foot section ductile iron pipe and nitrile gaskets will be used since they are resistant to petroleum. He explained the process of removing the contaminated soil, testing the soil, determining what can be reused and what needs to be hauled away to a landfill.

### C. SW Infiltration Project

Lintgen stated that they are finalizing contracts for the project.

#### D. Former First National Bank Lots

Mayor Thelen stated that the need for more downtown parking has been discussed for some time. He stated that the newest discussion on the lots for the former First National Bank, is that Granite Community Bank is now willing to sell the two vacant lots to the City for \$100,000, under several conditions which would need to be worked out. These include the price and establishing a term in which the bank could purchase back the lots in case they find a purchaser for their bank building. He stated the bank requested a letter of intent from the City otherwise they would consider fencing the lots off to prevent themselves from any liability arise from activity occurring on those lots.

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO DIRECT THE CITY ADMINISTRATOR TO CREATE A LETTER OF INTENT TO PURCHASE THE TWO VACANT LOTS OWNED BY GRANITE COMMUNITY BANK WITH THE TERMS TO YET BE DETERMINED. MOTION PASSED 4-0.

### **CHIEF OF POLICE REPORT**

#### A. April Incidents Report

Chief Boucher updated the Council on the number of calls for service during the month of April in Cold Spring and Richmond.

#### B. TZD Update

Chief Boucher explained that officers on the department worked a total of 110 hours on Towards Zero Deaths (TZD) shifts from May 23<sup>rd</sup> through June 5<sup>th</sup>. He gave a breakdown of the offenses that were encountered on the 254 traffic stops conducted during that time.

#### C. Other

Chief Boucher stated that a presentation on fraud was hosted at the River of Life Assembly of God Church and that the department will begin issuing e-citations in accordance with the State requirements.

### **CITY ADMINISTRATOR REPORT**

#### A. Purchase of Hometown Pride Trailer

Murphy explained that the Hometown Pride organization would like to purchase a trailer to store kids games that are currently being stored in the Public Works building. The trailer would also be used to advertise the festival. The organization is asking the City to purchase, register and insure the trailer and they will donate the money to purchase it and pay for the advertising wrap. The insurance would cost \$36 per year and the registration is a nominal one-time fee.

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO APPROVE THE PURCHASE OF AN ENCLOSED TRAILER FOR HOMETOWN PRIDE FROM ROADWAY SPORT-N-TRAILER AT A COST OF \$4,595.00. MOTION PASSED 4-0.

#### B. Rocori Trail Construction Board Update

Murphy stated that each of the three cities has been asked to contribute \$5,000 to the RTCB account. She stated that they are moving forward to purchase land from the railroad in the City of Rockville to continue the trail.

MOTION WAS MADE BY HEINEN, SECONDED BY RAMLER, TO APPROVE THE CONTRIBUTION OF \$5,000 TO THE ROCORI TRAIL CONSTRUCTION BOARD FROM THE GAMBLING FUND. MOTION PASSED 4-0.

#### C. EDA Update

Murphy stated that several residents from Blue Heron Heights attended the EDA meeting to discuss marketing ideas for the Blue Heron Heights lots. She stated they will further discuss the ideas at the next meeting.

#### D. Request Approval from City Administrator to Attend Clerk Orientation Training Provided by the League of Minnesota Cities August 2-4, 2016 at League Offices in St. Paul

Murphy stated she would like to attend the Clerk Orientation Training, which is 2.5 days on August 2<sup>nd</sup> through August 4<sup>th</sup>. She stated that according to the Employee Policy Manual, Council approval is needed if the cost is over \$500, which it will be after registration, hotel and parking costs are paid.

MOTION WAS MADE BY DINGMANN, SECONDED BY RAMLER, TO APPROVE CITY ADMINISTRATOR BRIGID MURPHY TO ATTEND THE CLERK ORIENTATION TRAINING. MOTION PASSED 4-0.

**E. Interim Pay for Administrative Assistants**

Murphy explained that after discussion it was recommended that the Police Department Administrative Assistant return to her pre-adjusted pay starting June 20<sup>th</sup>. She stated that the City Administrative Department Administrative Assistant has not seen a significant reduction in her workload therefore her interim pay will continue and be reviewed again in a month.

**MOTION WAS MADE BY HEINEN, SECONDED BY RAMLER, TO ALLOW THE PAY FOR ANGIE MUELLER TO CHANGE FROM THE INTERIM PAY RATE TO THE REGULAR PAY RATE. MOTION PASSED 4-0.**

**LIST OF BILLS AND ADDITIONS**

**MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$204,671.20 AND SUPPLEMENTAL LIST TOTALING \$8,606.98 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.**

**ADJOURN**

**MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO ADJOURN AT 8:11 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.**

---

Robert R. Thelen, Mayor

---

Brigid Murphy, City Administrator