

WEDNESDAY, JUNE 25, 2025 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, Doug Schmitz and Fran Ramler. Absent: None. Others present: Kris Dockendorf, Sam Butler, Tim Gillet, Dan Weber, Eric Boucher and Joe Jelovnick.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE THE AGENDA OF THE JUNE 25, 2025 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – June 11, 2025 Regular Meeting

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

LOT CONSOLIDATION – NORTHERN STATES POWER CO.

Dockendorf explained that during the special use permitting process it was made clear that Xcel's intent was to consolidate these lots. Council member Hennen stated that the Planning Commission had reviewed the request and was recommending approval of it.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2025-12, A RESOLUTION APPROVING OF A LOT CONSOLIDATION AT THE REQUEST OF NORTHERN STATES POWER COMPANY DBA XCEL ENERGY, OWNER OF THREE LOTS IN WESTWIND DEVELOPMENT. MOTION PASSED 5-0.

AGREEMENT WITH HMA ARCHITECTS

Dockendorf explained that Tim Gillet from HMA Architects was planning on being present for this item. She stated that this agreement is similar to the one used for the architect for the Fire Hall project. She stated that there was one slight change that dealt with the attendance of four meetings should there be a reverse referendum situation, which HMA agreed to include in the agreement.

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE ENTERING INTO AN AGREEMENT WITH HMA ARCHITECTS FOR ARCHITECTURAL SERVICES FOR THE CITY HALL AND POLICE DEPARTMENT REMODEL PROJECT, AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE AGREEMENT. MOTION PASSED 5-0.

CITY ENGINEER REPORT

A. Project Updates

Butler stated that wear course paving on the Lift Station 1 project should be completed soon and that topsoil and seeding would be next. He stated that striping is still needed on the Main Street Improvement Project. He also discussed two areas of concern in the pavement on 9th Avenue and 10th Avenue that are being addressed by the contractor. He stated that electrical work is wrapping up on the Backwash Tank project and then top soil, seeding and irrigation will be done. Lastly, he stated that the separate disciplines are reviewing Wastewater Treatment Facility 30% design, and that staff has been exploring additional funding sources including a loan from PFA's Water Infrastructure Fund.

FIRE DEPARTMENT REPORT

A. Purchase Gear Lockers for New Fire Hall

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE THE PURCHASE OF GEAR LOCKERS FROM ALEX AIR APPARATUS AT A COST OF \$13,145.00; TO BE PAID FROM THE FIRE HALL CONSTRUCTION FUND. MOTION PASSED 5-0.

B. Purchase Tables and Chairs for New Fire Hall

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE THE PURCHASE OF 20 TABLES AND 40 CHAIRS FOR THE TRAINING ROOM FROM FLUID INTERIORS AT A COST OF \$23,643.74; TO BE PAID FROM THE FIRE HALL CONSTRUCTION FUND. MOTION PASSED 5-0.

C. Updates

Chief Weber stated they have responded to 351 calls to date, he also discussed the recent hazardous materials spill at Pilgrims which was handled well by Pilgrims in house haz mat team, but did result in 26 Pilgrims staff being transported to the hospital.

CITY ADMINISTRATOR REPORT**A. 2026 Budget Calendar**

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO ADOPT THE 2026 BUDGET CALENDAR AND SCHEDULE THE BUDGET MEETING AS A SPECIAL MEETING FOR SEPTEMBER 4, 2025 AT 8:00 A.M. MOTION PASSED 5-0.

B. Discuss Financing Options for City Hall & PD Building Remodel

Dockendorf discussed the financing options that she has been researching, which include capital improvement plan bonds, lease revenue bonds, and an interfund loan. The Council discussed pros and cons of each option and agreed that an interfund loan is the most attractive since interest paid would provide the most benefit to the City. She added that the remodeling project doesn't qualify for a grant through Stearns Electric, but they do have a revolving loan fund in the amount of \$500,000. Overall, the Council seemed to agree that they would like to keep borrowing through bonds to a minimum if possible. MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO TABLE THE DISCUSSION TO APPROVE STARTING THE PROCESS TO ISSUE LEASE REVENUE BONDS FOR THE CITY HALL AND POLICE DEPARTMENT REMODEL PROJECT, IF WE ARE NOT ABLE TO OBTAIN A GRANT OR LOW-INTEREST LOAN. MOTION PASSED 5-0.

C. Updates

Dockendorf stated that she continues to work with the City Attorney on the 3rd Avenue South property clean-up issue. She also stated that an agreement is being drafted by the City Attorney for the sewer system connection for the Eric Leither property. Lastly, she stated the City Attorney is putting together language for the fire service contracts, which should be ready for review at the next meeting.

COMMISSION UPDATES**A. Planning Commission**

Council member Hennen stated they had discussed the lot consolidation for Xcel Energy. He stated they discussed the native grass topic, developing and ordinance, and having a permitting process established but tabled making a decision on it at this time in order to gather additional information from other cities. They also discussed driveway widths and how allowing them to be wider at the curb may be a win-win, residents will have an easier time getting vehicles into their driveway and then will likely park less vehicles on the street.

B. EDA

Council member Ramler stated that they discussed a revolving loan for the American Legion for a bathroom remodeling project. They also discussed Cold Spring signs and future businesses.

C. Park Board

The Park Board did not meet.

D. Rocori Trail

Council member Schmitz stated that new signs were installed along the trail explaining trail etiquette. He also stated that maintenance staff from Cold Spring and Richmond are looking at the tree root impact to the trail near 14th Avenue South.

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 \$87,461.23 AND SUPPLEMENTAL LIST TOTALING \$31,132.95 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO ADJOURN AT 5:42 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

Dave Heinen, Mayor

Kris Dockendorf, City Administrator