

TUESDAY, JUNE 27, 2023 COLD SPRING CITY COUNCIL MEETING MINUTES

Mayor Dave Heinen called the meeting to order at 6:30 p.m. The following 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, Jon Stueve, Jason Blum, Sam Butler, Rylan Sabo, Brynn Sabo, Brodey Sweeter and Joe Jelovnick.

APPROVAL OF THE AMENDED AGENDA

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE THE AMENDED AGENDA OF THE JUNE 27, 2023 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – June 13, 2023 Meeting

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

RYLAN SABO – ROCORI FFA CHAPTER

Rylan Sabo, Community Advisor for the Rocori FFA Chapter and Brynn Sabo, Project lead, explained the project being planned for the rehabilitation of Lookout Park and requested Council permission to move forward. They discussed some of the history of the park and their intent to restore the trails back to the semi unmaintained condition.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO SUPPORT THE ROCORI FFA CHAPTER'S COMMUNITY SERVICE PROJECT TO REHABILITATE LOOKOUT PARK. MOTION PASSED 5-0.

RESOLUTION NO. 2023-13, A RESOLUTION SUPPORTING A REQUEST FOR STATE BONDING FUNDS

Dockendorf reported that with assistance from Heidi Pepper from Stantec, the City's application had been submitted for state bonding funds for the wastewater treatment expansion project. Dockendorf stated she has since learned that a resolution of support needed to be included with the application. She stated that although the deadline for the application has passed, she can still edit the submission and add the resolution.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2023-13, A RESOLUTION SUPPORTING A REQUEST FOR STATE BONDING FUNDS FOR WASTEWATER TREATMENT FACILITY IMPROVEMENTS. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR REPORT

A. Plumbing Work at Splash Pad

Stueve explained the recommendation for additional plumbing work for the Splash Pad to provide greater controls of the valves for the water lines, to reduce the water flow being used for the 20 features in the pad. Stueve explained that the park will need to be shut for one day to complete the plumbing work. Councilor Fall suggested that River Park Community Foundation be asked if they would contribute to the costs for the plumbing work.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE PLUMBING WORK ON THE SPLASH PAD CONSISTING OF ADDING PIPE STRAPS AND SCHEDULE-80 BALL VALVES TO 20 WATER LINES, WITH THE WORK TO BE DONE BY HENNEN WATERWORKS AT A COST OF \$4,214.79; FURTHERMORE, TO BE PAID FOR OUT OF PARKS BUILDING AND GROUNDS LINE ITEM 11-65-66-6411. MOTION PASSED 5-0.

B. Approve Scope of Work for 3rd Ave SE

Stueve explained that it is Stantec's policy to not create RFPs if it is a project that they intend to bid on. Stueve stated that Dockendorf and himself had met with the Wakefield Township Clerk and Supervisor Willenbring to develop a RFP using one of their past ones as a template.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE THE SCOPE OF WORK FOR THE 3RD AVENUE SE PROJECT, TO INCLUDE TWO 12-FOOT BITUMINOUS PAVED LANES, A 6-FOOT PAVED SHOULDER FOR A BIKE LANE, TWO 2-FOOT GRAVEL SHOULDERS, REALIGNMENT TO MEET THE INTERSECTION OF HUMMINGBIRD LANE AND 3RD AVE SE, AND A 9-TON DESIGN FOR THE ROAD. MOTION PASSED 5-0.

C. Updates

Stueve stated that he has received positive feedback on the newsletter. He inquired whether it would be possible to move the City Council meeting dates to Wednesdays instead of Tuesdays due to staff’s family sports schedules conflicting. The Council discussed the possibility of the change for 2024, the possibility of conflicts with neighboring city’s meetings, and Rocori Area TV availability for recording the meetings. Several members of the Council were supportive and indicated they would like to discuss the matter again at the next meeting. Councilor Fall inquired about the status of the crosswalks being painted. Stueve explained that they were waiting on the stencil for the large squares and then will paint all the downtown crosswalks in that pattern.

CITY ENGINEER REPORT

A. Updates

Sam Butler gave an update on the engineering related projects. He stated that for the 2022 Brewery Improvements project the utility bridge has been installed. He stated for the Industrial Pretreatment Plant that construction of BVF tank is ongoing and that the water service was connected to the water main in Sauk River Road. He stated for the 2023 Street Improvements Project that removals have started this week and a newsletter has been sent to residents on the project. He stated that the design work is still ongoing for the Lift Station #1 Rehabilitation Project.

POLICE DEPARTMENT REPORT

A. Hiring of a Full-Time Police Officer

Chief Blum stated that the background process had been completed and he is recommending the hiring of Brodey Sweeter for the position.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE THE HIRING OF BRODEY SWEETER AT THE STARTING WAGE OF THE POLICE OFFICER PAY SCALE OF \$29.21 PER HOUR.

MOTION PASSED 5-0.

B. Updates

Chief Blum presented the monthly report for calls for service for the month of May. Chief Blum stated that a bike had been found at Pioneer Park and that if someone is missing it, they should call in. He also described a recent phone scam reported to the department.

CITY ADMINISTRATOR REPORT

A. 2024 Budget Calendar

Dockendorf presented the budget calendar for the upcoming months. The Council requested that staff do their best to pair down their requests before they are provided to the Council for consideration.

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO ADOPT THE 2024 BUDGET CALENDAR AND SCHEDULE THE BUDGET MEETING AS A SPECIAL MEETING FOR SEPTEMBER 7, 2023 AT 8:00 A.M. MOTION PASSED 5-0.

B. Budget Questions from 6/13/2023 Meeting

Dockendorf explained the various answers to the questions that Councilor Fall had on the budget.

C. Other

Dockendorf explained that Coldspring had agreed to conduct a Phase I Study on the lot that the City is considering purchasing for a new library. She explained that the contracts have been signed for the Fire Hall and a kick off meeting will be held on July 13th. She added that she has not heard back from the property owner of the lot that is next to the future Fire Hall, on the City’s offer to purchase a portion of their lot. She stated that she will move forward with the platting process since it appears the residential property owner is not interested in selling that portion of their lot.

COMMISSION UPDATES

A. Planning Commission & Park Board

The Planning Commission and Park Board did not meet this month.

B. EDA

Councilor Ramler reported that he gave a report at the first meeting in June.

C. Rocori Trail

Councilor Schmitz stated that they discussed striping for the trail. Dockendorf reported on the successful grand opening celebration.

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 \$320,410.76 AND SUPPLEMENTAL LIST TOTALING \$14,044.69 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO ADJOURN AT 7:52 P.M. SEETING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

David Heinen, Mayor

Kris Dockendorf, City Administrator