

## **WEDNESDAY, JULY 23, 2014 COLD SPRING CITY COUNCIL MINUTES**

Mayor Doug Schmitz called the meeting to order at 6:30 p.m. The following City Council members were found to be present: Mayor Doug Schmitz and Council Members Fran Ramler, Jan Dingmann and Bob Thelen. Absent: Dave Stadther. Others present: Kris Dockendorf, Ruben Zayas, Dan Weber, Stephanie Dickrell, Jason Blum, Dan Kron, Brian Lintgen, Paul Hoeschen, Chris Boucher and Angie Mueller.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY THELEN, SECONDED BY RAMLER, TO APPROVE THE AGENDA OF THE JULY 23, 2014 CITY COUNCIL MEETING. MOTION PASSED 4-0.

### **CONSENT AGENDA**

#### **A. Minutes – July 8, 2014**

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO APPROVE THE MINUTES OF THE JULY 8, 2014 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.

#### **B. Sgt. Jason Blum Status Change**

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO APPROVE THE CITY ADMINISTRATOR'S AND THE POLICE CHIEF'S RECOMMENDATION TO CHANGE JASON BLUM'S STATUS FROM INTERIM TO PERMANENT SERGEANT. MOTION PASSED 4-0.

#### **C. Approval to Hire Firefighters**

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO APPROVE THE FIREFIGHTER HIRING COMMITTEE'S RECOMMENDATION TO FILL THE TWO CURRENT OPENINGS WITH DERICK STOMMES AND JUSTIN HELLIVICK CONTINGENT UPON APPROVAL OF THE STANDARD PHYSICAL EXAMINATION. MOTION PASSED 4-0.

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO APPROVE THE FIREFIGHTER COMMITTEE'S RECOMMENDATION TO HIRE RICK MAY CONTINGENT UPON AN EXPECTANT FIREFIGHTER RETIREMENT BY THE END OF THE MONTH AND CONTINGENT UPON APPROVAL OF THE STANDARD PHYSICAL EXAMINATION. MOTION PASSED 4-0.

#### **D. Approval of a Firefighter Radio**

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO APPROVE THE PURCHASE OF A FIREFIGHTER RADIO FUNDED FROM THE DONATION FUND FOR AN AMOUNT NOT TO EXCEED \$3,500. MOTION PASSED 4-0.

#### **E. Accept and Award the Bids for the Joint Project for Cracksealing**

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO AWARD THE CRACKSEALING PROJECT TO *GLIEDEN ENTERPRISES, LLC* BELGRADE, MINNESOTA, FOR A CONTRACT PRICE OF \$19,000 FURTHERMORE, THAT \$14,000 IS THE RESPONSIBILITY OF THE CITY OF COLD SPRING AND \$5,000 IS THE RESPONSIBILITY OF THE CITY OF RICHMOND.

### **REVIEW AND APPROVAL OF THE GRANITE LANDING 3<sup>RD</sup> ADDITION PRELIMINARY AND FINAL PLATS**

Dan Kron and Brian Lintgen explained that the Planning Commission had reviewed the proposed preliminary and final plats for Granite Landing 3<sup>rd</sup> Addition. This plat consists of one parcel to the east of the new Granite Community Bank property off of Highway 23. Kron explained that due to space constraints this parcel will have a shared driveway and easements for ponding with the neighboring property to the north. They explained that there is an interested party to purchase this property but a site plan has not yet been submitted for review. The Planning Commission had recommended approval of the plats. Mayor Schmitz asked if a public hearing was required to approve the plats which had not yet occurred. Staff was directed to find out if a public hearing is required to approve a plat.

MOTION WAS MADE BY THELEN, SECONDED BY DINGMANN, TO ACCEPT THE RECOMMENATION OF THE PLANNING COMMISSION AND APPROVE THE PRELIMINARY AND FINAL PLATS OF GRANITE LANDING PLAT 3, ON THE CONDITION THAT A PUBLIC HEARING IS NOT REQUIRED. MOTION PASSED 4-0.

**RED RIVER AVENUE AND MAIN STREET PROJECTS UPDATE**

Lintgen stated that the Planning Commission discussed requesting to postpone reconstruction to allow a gap year in between the Red River Avenue and Main Street projects so that the impact to businesses and residents is less noticeable. After some discussion it was determined that they would continue on the current path for Red River Avenue to be reconstructed in 2016, and that they could make a decision at a later date on postponing Main Street reconstruction.

MOTION WAS MADE BY DINGMANN, SECONDED BY THELEN, TO BEGIN THE SURVEY WORK AND FEASIBILITY REPORT FOR THE RED RIVER AVENUE 2016 IMPROVEMENT PROJECT. MOTION PASSED 4-0.

**POLICE DEPARTMENT REPORT****A. First Quarter Police Activities Report**

Chief Boucher presented the Council with statistics of the department's activities and calls from the first quarter of 2014. The calls were broken down by location to include City of Cold Spring, City of Richmond, and Wakefield Township.

**B. Approval of Part-time Police Officer**

Chief Boucher stated that the background check on the hiring committees recommended candidate has been completed. He recommended that the Council approve hiring Eric Reetz for a part-time Police Officer at a pay rate of \$18.24 since he has approximately 12 years of experience.

MOTION WAS MADE BY RAMLER, SECONDED BY THELEN, TO APPROVE HIRING ERIC REETZ FOR THE POSITION OF PART-TIME POLICE OFFICER AT A PAY RATE OF \$18.24 PER HOUR. MOTION PASSED 4-0.

**C. Request to Purchase 2015 Squad Car**

Chief Boucher explained that the 2011 Chevrolet Impala squad car with 170,000 miles needs to be replaced at this time. He also requested that the 2007 Chevrolet Impala squad car be replaced too. He stated that the 2007 squad is a former K9 unit and that it has 112,000 miles and is using one and a half quarts of oil between oil changes. He went on to explain that the squad cars are being run 24 hours a day every day and that the older squad cars are consistently needing repairs that are adding up quickly. He stated that one squad car was budgeted to be replaced in 2014. He went on to discuss that an additional squad car be added to the fleet and that the squad car rotations be shortened to save on repair costs on cars with high mileage and to improve the safety of the officers operating the squads.

MOTION WAS MADE BY RAMLER, SECONDED BY THELEN, TO APPROVE THE PURCHASE OF A 2015 CHEVROLET IMPALA FROM SCHWEITERS CHEVROLET TO REPLACE THE 2011 CHEVROLET IMPALA, IN THE AMOUNT NOT TO EXCEED \$25,441.00. MOTION PASSED 4-0.

**PUBLIC WORKS DIRECTOR REPORT****A. Part-time Public Works Employee**

Hoeschen stated that the part-time employee who was hired to help fill in after a staff resignation needs to return back to school. He stated that he still needs to re-write job descriptions with Kathleen Murphy as part of the employee wage study. He explained that he would like to hire two part-time temporary adults in the meantime until that is completed.

MOTION WAS MADE BY DINGMANN, SECONDED BY RAMLER, TO APPROVE HIRING TWO TEMPORARY PART-TIME PUBLIC WORKS EMPLOYEES FOR 20 HOURS PER WEEK, PER EMPLOYEE; FURTHERMORE THAT THEY WILL START AT STEP ONE OF GROUP FOUR ON THE PAY SCALE; THEREFORE HAVING A START WAGE OF \$16.04. MOTION PASSED 4-0.

**B. Purchase of 2004 Ford Ranger**

Hoeschen explained that the Council had previously given him approval to purchase a pick-up truck to replace the 1995 Dodge Dakota. He stated that they will be purchasing a 2004 Ford Ranger from Schweiters Chevrolet for a price of \$9,800. He stated that they will receive \$1,000 trade in on the Dodge and that the total amount including the transfer fees will be \$9,504.25. He stated that the purchase will be drawn equally from the water and wastewater departments.

**C. Baseball Park Fence**

Hoeschen explained that the fencing along the first base line at the baseball park is in poor condition and needs to be replaced. He stated that after further inspection the poles on the existing fence are bent and should be replaced with larger diameter poles. He stated that the work will be coordinated to occur with the other baseball park improvements. MOTION WAS MADE BY DINGMANN, SECONDED BY THELEN, TO APPROVE REPLACING THE FENCE ALONG 1<sup>ST</sup> BASE LINE AT THE BASEBALL PARK; FURTHERMORE, TO PURCHASE THE FENCE FROM BEMBOOM FENCE FOR \$3,620 AND TO BE PAID FROM LINE ITEM 11-65-66-6714. MOTION PASSED 4-0.

**D. Watermain Repairs**

Hoeschen stated that there were two water main repairs that are now completed. He stated that the work was done on Sunday evening and that the paving was completed on Monday morning. He stated that more customers were effected than expected but the repairs are finished.

**CITY ENGINEER REPORT**

**A. Change Order No. 2**

Lintgen explained that the sanitary service at the school that they thought was dead was actually alive. He stated that a manhole was installed and a service pipe was replaced. He stated that the work was completed and caught just in time. MOTION WAS MADE BY THELEN, SECONDED BY RAMLER, TO APPROVE CONSTRUCTION CHANGE ORDER NO. 2 FOR THE CSAH 50 IMPROVEMENTS. MOTION PASSED 4-0.

**B. 2<sup>nd</sup> Avenue Appraisal**

Lintgen explained that once the appraisal is completed the 90 day period will begin.

**C. Parking Lot Study**

Lintgen distributed the Parking Lot Study that was completed on the former Granite Community Bank property on Main Street. The Council requested time to review the study before discussing it.

**SALE OF IMPROVEMENT BONDS – RESOLUTION 2014-14**

This item was tabled for discussion at a future meeting.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY DINGMANN, SECONDED BY RAMLER, TO APPROVE THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$139,860.92 AND SUPPLEMENTAL LIST TOTALING \$4,310.78 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

**RECESS**

At 7:57 p.m. the Council recessed for five minutes to resituate for a workshop.

**WORKSHOP: PRESENTATION AND DISCUSSION ON THE CITY’S FINANCES**

The Council conducted a workshop on long term financial planning. They agreed to continue the discussion at the Special Meeting scheduled for Thursday, August 7, 2014.

**ADJOURN**

MOTION WAS MADE BY THELEN, SECONDED BY RAMLER, TO ADJOURN AT 9:03 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

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Doug Schmitz, Mayor

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Kris Dockendorf, Finance Director