

WEDNESDAY, JULY 24, 2024 COLD SPRING CITY COUNCIL MEETING MINUTES

The meeting was called to order by Acting Mayor Doug Schmitz at 5:00 p.m. The following City Council members were found to be present: Acting Mayor Doug Schmitz and Council Members Mike Fall and Fran Ramler. Absent: Mayor Dave Heinen and Ryan Hennen. Others present: Kris Dockendorf, Laura Eyesnogle, Steve Dingmann, Dan Weber, Jon Stueve, Sam Butler, Jason Blum and Joe Jelovnick.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE THE AGENDA OF THE JULY 24, 2024 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 3-0.

CONSENT AGENDA

A. Minutes – July 10, 2024 Regular Meeting

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED 3-0.

CITY OF COLD SPRING VARIANCE FOR PARKING LOT ISLAND

Dockendorf explained that parking lots are required to have a landscaped island in them. She stated a variance is being requested to not have an island in the parking lot at the new Fire Station located at 109 Main Street. She stated it would be easier to get the large trucks in and out of the lot if there was no island and having a large open lot would allow them to be able to use the area for training with their trucks, hoses and equipment. MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE RESOLUTION NO. 2024-19, A RESOLUTION APPROVING A VARIANCE FOR THE CITY OF COLD SPRING, TO ALLOW FOR A PARKING LOT WITH NO ISLAND. MOTION PASSED 3-0.

ROCORI AREA FOOD SHELF AND HOFER PROPERTIES MINOR SUBDIVISION AND REATTACHMENT

Dockendorf stated that the Food Shelf would like to put an addition on to their building but after surveying their lot, they learned their current building is over the lot line by 17 inches. Dockendorf stated that the neighboring property owner, Hofer is willing to give the Food Shelf a strip of land so that the Food Shelf can do their addition.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2024-20, A RESOLUTION CREATING A MINOR SUBDIVISION AND REATTACHMENT AT THE REQUEST OF ROCORI AREA FOOD SHELF INC. AND HOFER PROPERTIES LLC, OWNERS OF LOTS IN BLOCK 20 OF TOWNSITE OF COLD SPRING. MOTION PASSED 3-0.

RESOLUTION NO. 2024-21, APPROVING PLANS AND ADVERTISEMENT FOR BIDS FOR THE COLD SPRING FIRE STATION

Laura Eyesnogle from Wendel gave a recap of the plans since May, stating that they are in the construction documents phase, which gives the details of the construction. She stated if approved tonight, that plans will go out for bid the first week of August.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE RESOLUTION NO. 2024-21, A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE COLD SPRING FIRE STATION. MOTION PASSED 3-0.

FIRE DEPARTMENT REPORT

Chief Dan Weber stated that there were 63 calls for service in June and 37 in July, bringing their calls to date total to 425, which is about 80 calls more than last year. He stated that Firefest would be held on Saturday with hot and windy weather predicted.

PUBLIC WORKS DEPARTMENT REPORT

A. Update Wellhead Protection Plan

Stueve stated that he just received a proposal to update the Wellhead Protection Plan, which he described as a plan to control what happens in the area of our wellhead. He stated that it has to be renewed every ten years. MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE THE PROPOSAL FROM

STANTEC TO UPDATE THE WELLHEAD PROTECTION PLAN FOR THE CITY OF COLD SPRING, AT A COST NOT TO EXCEED \$8,300.00. MOTION PASSED 3-0.

B. Updates

Stueve stated that the crack fill and seal coating projects will take place in August. He stated he expects for the Maintenance Shop project that payment applications will likely be received from a few contractors, especially Statz Construction, since their work will span over several weeks. Lastly, he reminded customers to monitor their water usage to detect water leaks within their homes.

CITY ENGINEER REPORT

A. 2025 Main Street Improvements Soil Borings

Butler stated that it is standard to obtain soil borings in preparation of the Feasibility Study.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE INDEPENDENT TESTING TECHNOLOGIES, INC. TO PERFORM SOIL BORINGS AND PREPARE A GEOTECHNICAL REPORT FOR THE 2025 MAIN STREET IMPROVEMENTS AT A COST OF \$9,030.00. MOTION PASSED 3-0.

B. Water Treatment Plant Backwash Tank

Stueve stated that they have been having issues with infiltration with the backwash water and that there is biological material plugging up the infiltration basin. Butler stated that a backwash tank would be a solution to the issue as it would settle out the biological material. He provided a proposal for designing a backwash tank, pump and controls. Stueve stated that when the original project was bid, this backwash tank was bid as an alternative on the project. It wasn't selected to be done, since at the time it was unknown if it would be needed. He stated he too was disappointed that the estimated cost for the work has increased significantly since the original project in 2020.

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE THE PROPOSAL FROM STANTEC TO DESIGN A BACKWASH TANK, PUMP AND CONTROLS FOR THE WATER TREATMENT PLANT AT AN ESTIMATED COST OF \$95,650.00. MOTION PASSED 3-0.

C. Industrial Pre-Treatment Facility Change Order No. 3

Butler stated that this change order covers items related to control wiring updates, additional site improvements, and costs related to startup. Acting Mayor Schmitz asked whether the Brewery officials were aware of this change order and Stueve explained that it had been discussed at their weekly meeting with Brewery staff, who he believed relayed it back to Brian Demos at Cold Spring Brewing Company.

MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE CHANGE ORDER NO. 3 FOR THE INDUSTRIAL PRE-TREATMENT FACILITY IN THE AMOUNT OF \$232,082.87 FOR CONTROL WIRING UPDATES, ADDITIONAL SITE IMPROVEMENTS AND COSTS RELATED TO STARTUP. MOTION PASSED 3-0.

POLICE DEPARTMENT REPORT

Chief Blum provided the monthly calls for service report for May and June. He reminded the public about National Night Out and gave a recap of River Lakes Days and upcoming Hometown Pride Days events.

CITY ADMINISTRATOR REPORT

A. Landon Winkelman Tuition Reimbursement

Dockendorf stated that Winkelman had submitted his request for reimbursement for his tuition. She stated it included approximately \$1,200 in mandatory fees, which weren't addressed in the policy for reimbursement. She stated that since the policy states that all reimbursements are on a case-by-case basis, that she is recommending approval of those mandatory fees. She also stated that Winkelman had obtained a \$2,000 scholarship and those savings were passed along to the City. Acting Mayor Schmitz read the recommendation, to approve payment to Landon Winkelman in the amount of \$6,959.29 for tuition and mandatory fees for a water environmental technologies diploma. Councilor Ramler asked Stueve if he foresees this process as being a standard practice moving forward with all new hires. Stueve stated he did not know since they are now at full staff and each case will be unique. Acting Mayor Schmitz asked if there were

any further questions, which there were none, and all members voted in favor.

B. Resolution No. 2024-22, Governing Write-In Vote Counting

Dockendorf stated that election judges are required to tally all write in votes which can be time consuming. She presented a resolution where write in votes would only need to be tallied only if the total number of write in votes for an office is equal or greater than the fewest number of non-write in votes for a ballot candidate. MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2024-22, A RESOLUTON GOVERNING WRITE-IN VOTE COUNTING. MOTION PASSED 3-0.

C. Updates

Dockendorf gave a brief update on the contracts with the townships for contributing to the Fire Station costs. She stated that Collegeville Township was okay with the proposed interest payment schedule, but Wakefield and Luxemburg Townships were planning on meeting again in August to discuss it since they were not in agreement.

Commission Updates

A. Planning Commission

Dockendorf stated that they discussed the variance for the fire station parking lot island. They also discussed the minor subdivision and reattachment for the Food Shelf and Hofer Properties.

B. EDA

Acting Mayor Schmitz stated that they toured the new Merry Moose Childcare Facility located in the Cold Spring Business Park.

C. Park Board and Rocori Trail

These commissions did not meet.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$569,056.03 AND SUPPLEMENTAL LIST TOTALING \$16,682.79 AS PRESENTED BY CITY STAFF. MOTION PASSED 3-0.

ADJOURN

MOTION WAS MADE BY RAMLER, SECONDED BY FALL, TO ADJOURN AT 6:00 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 3-0.

Doug Schmitz, Acting Mayor

Kris Dockendorf, City Administrator