

**WEDNESDAY, AUGUST 10, 2022 COLD SPRING CITY COUNCIL SPECIAL MEETING  
MINUTES**

The meeting was called to order by Mayor Dave Heinen at 6:30 p.m. The following City Council members were found to be present: Mayor Dave Heinen and Council Members Mike Fall, Ryan Hennen, Fran Ramler, and Doug Schmitz. Others present: Brigid Murphy, Jon Stueve, Brian Lintgen, Sam Butler, Kris Dockendorf, Gary Weiers (remotely), Julia Konop, Wong Nystrom, Mitchell Mueller, Dan Weber, Jason Blum and Angie Mueller.

**OPEN PUBLIC FORUM**

Councilor Fall stated that he would like to discuss how to proceed with the City Administrator search and suggested having a workshop for it. Other Council members agreed that they were not comfortable with making a decision on the process immediately.

**MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO REMOVE ITEM #5 OFF THE AGENDA.**

In further discussion Murphy stated that they could still listen to the presentation on the agenda and just not approve the recommendation to approve contracting with David Drown and Associates, for the recruitment of a new City Administrator. Through general consensus the Council agreed there would be no harm in listening to the presentation since it was already arranged and ready to go.

**ROLL CALL VOTE, AYES: NONE, NAYES: RAMLER, FALL, HENNEN, SCHMITZ AND HEINEN. MOTION FAILED 0-5.**

**MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE AMENDED AGENDA. MOTION PASSED 5-0.**

**CONSENT AGENDA**

A. Minutes – July 26, 2022

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

**PRESENTATION OF CITY ADMINISTRATOR SEARCH PROCESS**

Gary Weiers from David Drown and Associates appeared remotely and discussed their background and the services they would provide to conduct the search for a new City Administrator at a cost of \$22,000. The Council reiterated their initial thoughts about wanting further input from themselves and the consideration of other options including getting requests for proposals. Through unanimous consent they agreed to have a workshop on Monday, August 15<sup>th</sup> at 4:30 p.m. to discuss the matter further.

**DISCUSSION ON FLEET LEASING PROGRAM FROM ENTERPRISE FLEET**

Wong Nystrom presented information on the Enterprise Fleet program. He explained how their fleet program increases the resale value, fuel economy and safety of vehicles. The Council asked various questions and came to the ultimate question as to whether they wanted Enterprise to serve as their financier or not. The Council stated they would discuss the program further at a workshop.

**ORDINANCE NO. 401: AN ORDINANCE PROVIDING A MORATORIUM ON THE SALE OF HEMP DERIVED THC FOOD AND BEVERAGES**

Murphy explained that the State had passed legislation making the sale of certain hemp derived THC food and beverages legal but with very little guidance on regulation and licensing. She stated that many other municipalities are adopting a moratorium on the sale so that there is time to look at the zoning ordinances and develop a plan for a licensing process. She stated at this time and without a moratorium someone could begin sales of these types of products and the City has no regulation on it.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO APPROVE ORDINANCE NO. 401 ESTABLISHING A MORATORIUM ON THE SALE OF HEMP DERIVED THC FOOD AND BEVERAGES IN THE CITY OF COLD SPRING. MOTION PASSED 5-0.

**ORDINANCE NO. 402: AN ORDINANCE ADJUSTING THE WATER RATES FOR THE CITY OF COLD SPRING**

Murphy explained that the increase in the rates would start for the usage in September and October, which is billed in November. The increase would be for the top tier of the residential water users changing the rate per thousand gallon from \$3.35 to \$6.75, for each thousand gallons of water consumed over 51,000 gallons.

MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE ORDINANCE NO. 402 ADJUSTING THE WATER RATES OF THE CITY OF COLD SPRING. MOTION PASSED 5-0.

**RESOLUTION NO. 2022-24 A RESOLUTION APPROVING A JOINT POWERS AGREEMENT WITH THE STATE OF MINNESOTA FOR THE CITY ATTORNEY AND THE POLICE DEPARTMENT**

Murphy stated that the joint powers agreement allows the City Attorney to view State data to aid in their prosecution duties for the next five years.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPROVE RESOLUTION NO. 2022-24, A RESOLUTION APPROVING OF THE JOINT POWERS AGREEMENT WITH THE STATE OF MINNESOTA FOR THE CITY ATTORNEY AND THE COLD SPRING POLICE DEPARTMENT. MOTION PASSED 5-0.

**AMENDMENT NO. 1 TO THE CONNECTION AND WASTEWATER PRETREATMENT CAPACITY AGREEMENT**

Murphy stated that the amendment to the capacity agreement provides clarification on the upscaling of the wastewater pretreatment plant which was done to allow more breathing room for capacity amounts.

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO APPROVE AMENDMENT NO. 1 TO THE CAPACITY AGREEMENT AS PRESENTED. MOTION PASSED 5-0.

**FIRE DEPARTMENT REPORT**

Chief Dan Weber stated the department had 39 calls in July and 24 calls so far in August. He stated that 6,000 people attended Firefest this year. He stated that he anticipates that there will be 500 calls for the year and that is starting to wear down personnel. The Council discussed recruitment and advertising tactics and modifying personnel residency/response requirements to attract more members.

**PUBLIC WORKS DIRECTOR REPORT**

**A. Hockey Rink Discussion**

Stueve stated he is hopeful that there may be an organization that will donate funds for the concrete at the hockey rink. He stated that there is not enough money in the budget to pour the entire rink of concrete. He stated he would like to pour the perimeter and half of the rink so that the new boards can get installed and it can be used in some capacity this winter. He stated he will have a proposal on moving forward at the next meeting.

**CITY ENGINEER REPORT**

**A. Resolution No. 2022-25, a Resolution Approving the Plans and Specifications and Ordering Advertisement for Bid of the 2022 Brewery Sanitation Improvement Project**

Lintgen explained that design is complete for the 2022 Brewery Sewer Improvements project. He stated that this work includes the remainder of the connection down 5<sup>th</sup> Avenue to 2<sup>nd</sup> Street North and the utility bridge that will cross the Sauk River to the Pre-Treatment Plant.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE RESOLUTION NO. 2022-25, A RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BID OF THE 2022 BREWERY IMPROVEMENT PROJECT. MOTION PASSED 5-0.

**B. Change Order No. 2 Standpipe Water Tower**

Lintgen stated that a change order is necessary to revise the completion dates which will be moved further out due to the unanticipated delays from the steel suppliers.

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO APPROVE CHANGE ORDER NO. 2 FOR THE STANDPIPE WATER TOWER. MOTION PASSED 5-0.

**C. Project Updates**

Lintgen gave an update on engineering related items on other projects.

**POLICE DEPARTMENT REPORT**

**A. Resignation of Officer Andrew Bragelman**

Chief Blum presented the resignation of Officer Andrew Bragelman and thanked him for his years of service. Officer Bragelman served the department for three years with the last year as a full-time position.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO ACCEPT THE RESIGNATION OF OFFICER ANDREW BRAGELMAN AND THANK HIM FOR HIS SERVICE. MOTION PASSED 5-0.

**B. Verbal Report**

Chief Blum explained that the body worn cameras have arrived although there is some hardware for their connectivity that is still needed and will be shipped as soon as it is available.

**C. Discussion of Richmond Contract Proposal**

Chief Blum explained that through previous discussions with the City of Richmond a contract proposal was developed. He stated that the City of Richmond was not changing their position on their offer. He suggested meeting with them again, or meeting separately. The Council agreed that they would add to their offer that the City of Richmond to provide input and participate in the budget discussions for the police department, but would not be interested in reducing the amount of \$281,000 for the contract price as they felt that was a fair amount. The Council provided potential dates to Murphy to arrange to have one final meeting with the City of Richmond on the contract.

**CITY ADMINISTRATOR REPORT**

**A. Set Date for Workshop on Staffing Study**

Murphy stated that since earlier in the meeting, a workshop was scheduled for Monday, August 15<sup>th</sup> at 4:30 to discuss the City Administrator search process, this item could also be added to that agenda. The Council agreed by unanimous consent.

**B. Set Committee for Negotiations**

Murphy stated that she did receive a letter from the union of their intent to negotiate the union employee contract.

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO APPOINT MAYOR HEINEN AND COUNCILOR RAMLER TO THE CONTRACT NEGOTIATIONS COMMITTEE. MOTION PASSED 5-0.

**C. 2023 Budget Calendar**

Murphy stated that the proposed budget calendar and dates were provided to the Council. MOTION MADE BY FALL, SECONDED BY RAMLER, TO ADOPT THE 2023 BUDGET CALENDAR AND SCHEDULE THE BUDGET MEETING AS A SPECIAL MEETING FOR SEPTEMBER 8, 2022 AT 8:00 A.M. MOTION PASSED 5-0.

**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 \$658,526.42 AND SUPPLEMENTAL LIST TOTALING \$120,345.49 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

**ADJOURN**

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO ADJOURN AT 8:42 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

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David Heinen, Mayor

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Brigid Murphy, City Administrator