

WEDNESDAY, AUGUST 27, 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, Fran Ramler, and Doug Schmitz. Absent: None. Others present: Kris Dockendorf, Sam Butler, Nate Bell, Mark Weller and Joe Jelovnick.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE THE AGENDA OF THE AUGUST 27, 2025 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – August 13, 2025 Regular Meeting

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

FIRE STATION CHANGE ORDERS

Nate Bell with Donlar Construction provided an explanation of the last six change orders for the new Fire Station. MOTION WAS MADE BY FALL, SECONDED BY SCHMITZ, TO APPROVE THE LIST OF SIX CHANGE ORDERS FOR THE NEW FIRE STATION, DATED AUGUST 27, 2025, WITH A TOTAL NET INCREASE OF \$1,689.00. MOTION PASSED 5-0.

AGREEMENT WITH DONLAR CONSTRUCTION

Dockendorf explained that she had been working with Gary Traut from Donlar on the construction agreement. MOTION WAS MADE BY FALL, SECONDED BY RAMLER, TO APPROVE ENTERING INTO AN AGREEMENT WITH DONLAR CONSTRUCTION FOR CONSTRUCTION MANAGER AT RISK SERVICES FOR THE CITY HALL AND POLICE DEPARTMENT REMODEL PROJECT, AND TO AUTHORIZE THE MAYOR TO SIGN THE AGREEMENT. MOTION PASSED 5-0.

FENCE HEIGHT VARIANCE

Mark Weller, owner of the property at 519 2nd Street South stated that he was present for the variance request for fence height. He explained that his daughter, Courtney Weller has two children that are both autistic. They are requesting the height variance to help keep the children inside the fence for their safety. Councilor Hennen stated that the Planning Commission had recommended approval of the variance with the conditions that the fence be made out of vinyl material, and that the fence needed to be no closer than the existing fence on the west side of the property.

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE RESOLUTION NO. 2025-15, A RESOLUTION APPROVING A VARIANCE TO ALLOW FOR AN 8' HIGH FENCE ALONG THE SIDE AND REAR LOT LINES. MOTION PASSED 5-0.

ORDINANCE NO. 427 – MANAGED LANDSCAPES ORDINANCE

Dockendorf explained that the Planning Commission had developed the ordinance presented. Councilor Schmitz inquired about the setbacks for rain gardens that are in front yards. Dockendorf explained that the front setbacks would be for future rain gardens, and the existing rain gardens are exempt from setbacks. The Council agreed to that language clarification.

MOTION WAS MADE BY HENNEN, SECONDED BY SCHMITZ, TO APPROVE ORDINANCE NO. 427 – CREATING MANAGED LANDSCAPES ORDINANCE AND APPROVE OF CHARGING A ONE-TIME FEE OF \$100.00 FOR THE PERMIT, WITH THE CONDITION THAT EXISTING RAIN GARDENS IN FRONT SETBACKS ARE GRANDFATHERED IN. MOTION PASSED 5-0.

CITY ENGINEER REPORT

A. Project Updates

Butler stated that there are still a couple minor punch list items left to do at Lift Station #1. He stated that punch list items are still being worked on for the 2025 Main Street Improvements Project. He stated that they are working through some issues with the controls for the chemical feed pump for the Backwash Tank Project. He stated that they have worked through five of the fifteen memos for the Wastewater Treatment Facility 30% design and they are continuing to work through the WIF application materials. He stated that dirt work continues on the Spartan Fields development.

CITY ADMINSTRATOR REPORT

A. Fire Department Open House and Ribbon Cutting Ceremony

Dockendorf stated that the committee is trying to plan a really nice event and their plans have been evolving. She stated that they would like to extend the original time of the open house to an additional hour. They would also like to send invitations to City officials, township officials, and our local state representatives. Councilor Fall suggested having a road closed ahead sign near Highway 23 to alert traffic of the road closure before the bridge.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE AMENDING THE STREET CLOSURE TIME FROM THE PREVIOUSLY APPROVED TIME OF 1:30 – 5:30 P.M. TO 1:00 – 6:00 P.M., AND TO APPROVE A BUDGET OF \$3,000 TO COVER THE COST OF ADVERTISING, INVITATIONS, AND REFRESHMENTS, TO BE PAID FROM THE FIRE DEPARTMENT GENERAL FUND BUDGET. MOTION PASSED 5-0.

B. Discuss American Tower Rental Contract

Dockendorf explained the history on the tower rental contract and that the current contract is up for renewal next year, and that the company is trying to negotiate their contract cost down. She stated currently the City is collecting approximately \$40,000 per year for the contract, which goes into the General Fund. Dockendorf provided a spreadsheet showing the current contract pricing and the two options that their company is requesting. Councilor Schmitz inquired about the contract length which Dockendorf explained is a 40 year contract, with an escalation on it every five years. She stated the first contract that was signed was for a term of 25 years. The Council agreed that option two was their preference, which is 15% increase every five years, with a \$5,000 signing bonus.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO GO WITH OPTION TWO AS PRESENTED FOR THE AMERICAN TOWER CONTRACT OPTIONS SHEET. MOTION PASSED 5-0.

COMMISSION UPDATES

A. Planning Commission

Councilor Hennen stated that the Planning Commission had reviewed the fence height variance request that the Council acted on tonight. He added that Becky Reynolds gave an update on the library fundraising committee.

B. EDA

Councilor Ramler stated that they discussed their next business visit, the budget and welcome signs.

C. Rocori Trail

Councilor Schmitz stated that they have not had a meeting recently and will be meeting next week.

D. Park Board

Mayor Heinen explained that they discussed the budget. He stated that the developers of River Links were present to discuss the parkland dedication fee and the amenities they would like in the Park in their development. Mayor Heinen stated that the Board discussed that a new building at Pioneer Park is a top priority and that wood chips and concrete edged curbing are planned for the playground area in the 2026 budget.

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 \$132,738.95 AND SUPPLEMENTAL LIST TOTALING \$110,263.31 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

GENERAL QUESTIONS AND COMMENTS FROM CITY COUNCIL

Councilor Fall stated that he received concerns about electric bikes driving on the sidewalks in the downtown business district. Dockendorf explained that there have been others with the same concern and suggested that the topic be revisited at the next meeting when the Police Chief is present.

ADJOURN

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO ADJOURN AT 5:50 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

Dave Heinen, Mayor

Kris Dockendorf, City Administrator