

TUESDAY, SEPTEMBER 27, 2022 COLD SPRING CITY COUNCIL 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: Kris Dockendorf, Jon Stueve, Brian Lintgen, Sam Butler, Jason Blum, Ralph Schlangen, Brandon Dingmann, Andy Koltes, Dan Weber, Jason Kirchoff, Kara Langston, Julia Knopp, Brenda Timm, and Joe Jelovnik. Present by video: Laura Eynsnogle, Robert Krzyzanowski, Gary Traut, Andrew Hillerud, Steven Thayer, and Tom Rines.

APPROVAL OF THE AGENDA

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

CONSENT AGENDA

- A. Minutes – September 8, 2022 Special Meeting and September 13, 2022 Regular Meeting
- B. Saints Peter & Paul Church, LG220 Application for Exempt Permit, for Bingo to be Held November 5, 2022 at The Great Blue Heron

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

GRANITE LANDING GEOTECHNICAL BORINGS

Laura Eynsnogle and Rob Krzyzanowski from Five Bugles/Wendel presented the soil borings that were completed on the Granite Landing site. They explained that the soil borings were done to determine a standpoint for building structure suitability. They stated that three to nine feet of fill needs to be removed on the building site and new fill will need to be imported in which could cost up to \$300,000. They stated that the level of contamination in the soil on the site will need to be identified and recommended that a Phase I Environmental Assessment (ESA) be done which would provide a more thorough site history review and provide recommendations.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO GET PROPOSALS FOR AN ENVIRONMENTAL ASSESSMENT (ESA) FOR THE GRANITE LANDING SITE AND TO GO AHEAD WITH THE STUDY IF THE COST IS UNDER \$5,000.00. MOTION PASSED 5-0.

ADOPT PROPOSED PRELIMINARY LEVY - RESOLUTION

Dockendorf presented the proposed preliminary tax levy for 2023. She stated there were a couple small changes to the budget after the budget meeting was held, but that the change was equal for both a revenue and an expenditure.

MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO APPROVE RESOLUTION 2022-28, A RESOLUTION ADOPTING THE PRELIMINARY 2023 TAX LEVY, COLLECTIBLE IN 2023. MOTION PASSED 5-0.

RESOLUTION 2022-29, A RESOLUTION APPROVING A SPECIAL USE PERMIT FOR COLD SPRING CO-OP

Mayor Heinen explained that the Cold Spring Co-Op had purchased some land from Burlington Northern Railroad which has been used for storing trucks and equipment, and that a Special Use Permit is necessary for that use in the C-1 Downtown Commercial District. Ralph Schlangen from the Cold Spring Co-Op stated that at the Planning Commission they were not given a proper opportunity to speak and that he disagreed with the conditions proposed for the Special Use Permit, especially the need to provide a site plan and pave the lot. He stated that they want to leave the property as it is and would be willing to plant some hedges to provide screening from the Rocori Trail. Schlangen stated that maybe they would just move all of their equipment and trucks to their Country Store parking lot. Dockendorf and Lintgen stated that a conditional use permit would likely be necessary for that type of use there too. Councilor Ramler stated that he was in favor of a compromise and that the Council should be more flexible with small business owners.

MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO APPROVE A SPECIAL USE PERMIT FOR COLD SPRING CO-OP WITH THE CONDITIONS OF THEM PROVIDING SCREENING, LANDSCAPING AND DUST CONTROL. ROLL CALL VOTE, AYES – RAMLER AND HEINEN, NAYES – HENNEN, FALL AND SCHMITZ. MOTION FAILED 2-3.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE RESOLUTION 2022-29, A RESOLUTION APPROVING A SPECIAL USE PERMIT FOR THE COLD SPRING CO-OP FOR THE EXPANSION OF FARM SUPPLY/FEED RETAIL AND WHOLESALING OPERATIONS IN THE C-1 DOWNTOWN COMMERCIAL DISTRICT. ROLL CALL VOTE: AYES – HENNEN, FALL, SCHMITZ, NAYES – HEINEN AND RAMLER. MOTION PASSED 3-2.

PUBLIC WORKS DIRECTOR REPORT

A. 7th Avenue South, Lane Closure

Stueve explained the request to close the west portion of 7th Avenue South near the Field House construction area. He stated that he did not have an exact timeframe of when it would occur, but that the contractor would fence off the area and that two cars could still pass on the roadway which typically has low traffic flow.

MOTION WAS MADE BY RAMLER, SECONDED BY HENNEN, TO APPROVE CLOSING THE WEST PORTION OF 7TH AVENUE SOUTH NEAR THE FIELDHOUSE CONSTRUCTION AREA AS PROPOSED. MOTION PASSED 5-0.

B. Other

Stueve explained that the hockey rink concrete pour is complete. He stated that next a heavy-duty sealer will be applied and then they will be putting up the boards for the rink.

CITY ENGINEER REPORT

A. Project Updates

Lintgen gave a brief update on several engineering related items.

B. Discuss Change Order No. 4

Lintgen explained several change orders that were being requested for the Water Treatment Plant. They included irrigation, parking lot pavement, a concrete pad, wiring reconfiguration, valves and downspouts. Lintgen added that these items were not missed items in the planning stages, but rather were items that had been taken out to initially reduce overall costs of the project. Lintgen stated that a credit was given for some painting that was foregone and a transformer from Xcel Energy that was not needed.

MOTION WAS MADE BY HENNEN, SECONDED BY RAMLER, TO APPROVE CHANGE ORDER NO. 4 FOR THE WATER TREATMENT PLANT. MOTION PASSED 5-0.

C. Other

Lintgen explained a 2023 Improvement Project for several sections of roadway in the northern section of the downtown area. He stated that the total project cost is estimated to be three million dollars.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO ORDER A FEASIBILITY REPORT FOR THE 2023 IMPROVEMENT PROJECT. MOTION PASSED 5-0.

Lintgen explained that the next step would be to have a topographic survey completed for the project. MOTION WAS MADE BY SCHMITZ, SECONDED BY RAMLER, TO ORDER A TOPOGRAPHIC SURVEY FROM O'MALLEY AND KRON SURVEYORS FOR THE 2023 IMPROVEMENT PROJECT. MOTION PASSED 5-0.

D. Municipal Wastewater Facility Expansion

Lintgen explained that a substantial upgrade is going to be needed to the current municipal wastewater facility as much of it is nearing the end of its life. He stated that a preliminary study would be one of the first steps to develop a plan for the facility which would include a facility assessment. Lintgen explained that a preliminary study is required by the USDA funding sources and that there are deadlines quickly approaching for being included in the funding for loans in 2023. He stated this is a long process where construction could potentially begin in fall 2024/spring of 2025, with a two-year construction timeframe for completion. Lintgen explained that the cost of the assessment study proposed by Stantec would cost \$94,800. The Council discussed whether requests for proposals should be put out for the study and/or the expansion project.

MOTION WAS MADE BY FALL, SECONDED BY HENNEN, TO APPROVE THE PROPOSAL FROM STANTEC FOR THE PRELIMINARY STUDY FOR THE MUNICIPAL FACILITY EXPANSION PROJECT. MOTION PASSED 5-0.

E. Cameras for Parks

Councilor Schmitz stated that he would be in favor of adding security cameras on all park shelters.

MOTION WAS MADE BY SCHMITZ, SECONDED BY HENNEN, TO DIRECT THE PUBLIC WORKS DIRECTOR TO MOVE AHEAD WITH SECURITY CAMERAS FROM SAFEGUARD SECURITY AT THE REMAINING THREE PARKS WITH THE FUNDS TO BE DRAWN FROM THE GAMBLING FUND. MOTION PASSED 5-0.

POLICE DEPARTMENT REPORT

A. Monthly Update

Chief Blum provided an update on the monthly calls from August 2022.

B. Other

Chief Blum gave an update on the recent vandalism at the parks in Cold Spring and a property damage incident in Richmond. He stated that the cameras in Alexander Park were very useful in identifying those responsible for the damages and a witness who called in the property damage in Richmond was also very helpful. Councilor Schmitz inquired about the police service contract with Richmond. Chief Blum stated that Richmond officials requested clarification on some of the wording in the agreement and that he will be meeting with them to square away those issues. He expected that the contract would then be signed in October.

CITY ADMINISTRATOR REPORT

A. City Administrator Contract and Schedule Special Workshop Meeting

Dockendorf presented the proposed contract for the City Administrator position which she stated was reviewed and approved by the City Attorney. She stated that as suggested at the last Council meeting, a date would need to be determined to conduct a workshop to discuss salary for the position. The Council agreed by unanimous consent to have a workshop on October 5, 2022 at 4:30 pm. She also stated that she will present a resolution at the workshop to appoint Lois Lieser to the Finance Director position.

B. Other

Dockendorf stated that things are going well and she has been busy with the Main Street grant program and wrapping up the budgets for next year.

COMMISSION UPDATES

A. Planning Commission

Mayor Heinen stated that they discussed the Special Use Permit for the Cold Spring Co-Op.

B. EDA

Councilor Schmitz recapped the Main Street Grant application process. Dockendorf stated that the Initiative Foundation has completed their first round of reviews of the applications and that this coming week they will begin the second round of reviews which is to verify the matching funds for each grant. She stated that she expects checks to be issued to the projects within the next few weeks.

C. Park Board

Councilor Hennen stated that they did not meet. Stueve stated that Peace Lutheran Church donated a picnic table to the Dog Park, and that they also donated \$1,500 towards the playground curb and woodchips project at Frogtown Park. They had requested a photo with a Council person to commemorate the donation.

D. Rocori Trail

Councilor Schmitz stated that the project is moving along and that there is a lot of work to be done. He stated that the porkchop intersection at the east end of Sauk River Road will be closed for a period of ten days while work is completed in that area.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY RAMLER, SECONDED BY SCHMITZ, TO REVIEW AND ACCEPT PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$82,756.43 AND SUPPLEMENTAL LIST TOTALING \$85,440.49 AS PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY HENNEN, SECONDED BY FALL, TO ADJOURN AT 8:36 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

David Heinen, Mayor

Kris Dockendorf, Interim City Administrator