

THURSDAY, SEPTEMBER 6, 2018 COLD SPRING CITY COUNCIL SPECIAL MEETING MINUTES

Mayor Dave Heinen called the meeting to order at 8:00 a.m. The following members were found to be present: Mayor Dave Heinen, Jayme Knapp, Gary Theisen, Doug Schmitz and Shannon Miller. Others present: Brigid Murphy, Kris Dockendorf, Dan Weber, Jon Stueve, Jason Blum, and Cyril Erkens.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY KNAPP., SECONDED BY THEISEN, TO APPROVE THE AGENDA OF THE SEPTEMBER 6, 2018 CITY COUNCIL MEETING. MOTION PASSED 5-0.

2018 PROPOSED BUDGET DISCUSSION

Administration Budget – Brigid Murphy

Murphy went through the budget and discussed a request for a three year contract with Govoffice to update the web design to make it more compatible across device platforms. It would include the web hosting at a small increase from \$600 to \$650. In addition Murphy is requesting a replacement computer for Lieser.

Discussion was held whether anything needed to be included in the budget for the next steps in the space study. Murphy confirmed with the council that the consensus is that that the Fire Department needed to leave their current space. Murphy stated that she communicated with Murray Mack that he could complete a new program for the design he suggested this last summer and the design of Mr. Krebsbach all this year. With that knowledge, Murphy stated she was not requesting anything for the space study. Member Knapp asked if there should be money set aside for the building starting next year. Murphy explained that there is a healthy balance in the building fund to cover land acquisition and to do the work that will be necessary in 2019.

Murphy did discuss the need for a new generator for City Hall. Emergency Services Manager Mike Dockendorf had received quotes for the new generator and the upgrade in piping to bring a gas line to the new generator of \$31,300.00. Council member Schmitz asked if this generator would move with fire department if and when they move out. Murphy stated that she believed the new building would have its own generator installed as part of the design.

EDA Budget – Brigid Murphy

Murphy stated that the EDA asked that the budget for the EDA include increasing the contract with CEDA from 1 day a week to one day a week and two days every other week. The cost would be 38,100 and the EDA requested that the money from the forfeited revolving loan be used to pay for this amount. In addition Member Theisen informed the council that the EDA is requesting to end the relationship with the St. Cloud Development Corporation and that the reduction to the budget was included in the budget presented by Murphy.

Fire Dept. Budget - Dan Weber

Before Weber presented his budget, Murphy gave an overview of the budget meeting with the Townships on September 5, 2018. At that meeting there was concern about adding a truck while the contracts were being discussed. Murphy stated that there was statements at the Township meeting that she needed to follow up on and so she did take the truck out. Weber said he understood from the meeting that this was a possibility. Weber discussed the type of truck he was looking at and the process for the grant review. Weber requested a small increase in the training line item. He stated he is down two firefighters and would be looking to hire again next year. Weber proposed a \$600 dollar increase to the Relief for 2019.

PUBLIC WORKS – JON STUEVE

Streets Budget

Stueve reviewed the line items for the Streets Department and is requesting to purchase 2 new snow hauling trucks and a new scanner for the mechanic to be able to diagnosis the newer vehicles. The current scanner does not read the code for the newer squad cars. Stueve did budget for the sale of two older hauling trucks and will be seeking \$16,000 total for the two to offset the cost of the 2 new trucks. The budget for 2019 also reflects the Safe Routes To Schools grant that was received in 2015. The total estimated cost is \$221,000.00. The grant amount received is \$108,928.00. The city and the school district agreed to a 50/50 cost share for the remaining amount.

Parks Budget

Jon Stueve reviewed the park budget line by line. He has asked for three capital expenditures that would match last year's requested amount. The three items are the payment for the promenade (\$13,845), A request to add concrete to the skating rink for two purposes. The department would like the hard surface so as to have a more uniform sheet of ice when it is time to flood it for skating and they would like to move the skate park equipment into the rink in the summer so as to utilize the rink more. The third item is a request for \$25,000 for concrete and fencing for a fishing pier on the old foundation of the granite company building that jets out into the river. Stueve stated that the cost for the pier will be lowered by the fact that he and his staff plan to do the welding of the fence posts during the down time in the winter and then have those posts professionally painted and look like the fencing over the culverts over Brewery Creek on Red River Avenue.

Council Member Knapp asked about when the park's department was looking to finish tarring the parking lot at the baseball field. Discussion amongst the council agreed that the parking lot and field would look better with a fully tarred parking lot. Stueve also discussed that the Park Board would like to have the shelter at Pioneer Park redone. Stueve did take that out of this the 2019 budget because of the estimated cost of 150,000.00. He did advise the council that he has been working with Lumber One to get a better estimate and materials list to make the shelter similar to Lions and Frog Town.

Stormwater Dept.

Stueve went through the budget items for the Stormwater department and was not requesting any capital expenditures in the area. Murphy did discuss a storm line within the Alexander Park that will need to be upgraded to handle the Stormwater runoff from the park. She stated that the storm water will have to run south to the piping that goes into the Sauk River and not to the pipe in Main Street that runs to Brewery Creek since that pipe is near capacity. Murphy asked if this should be an expense that the city covers or should it be part of the construction of the park. Council agreed that this pipe should be included in the park construction process since it would not be upgraded but for the park development.

Water Dept.

Stueve discussed the idea of getting all new radio read meters for the city to reduce the cost of staff having to walk throughout the neighborhoods and read meters over the course of 2 to 3 days. Stueve discussed how he had originally wanted to replace the entire city with new meters when he first reviewed his budget with Murphy and Dockendorf. He had asked for a meter company to come into town and replace them all at once, but Murphy and Dockendorf questioned why he would replace some that are only a year or two old. He revised his request to just the 40% of the city that still had manual read meters on their systems. The cost for the 40% would be \$143,600.00. The council discussed this request and approved a budget to cover half of that in 2019 and the other half in 2020 and therefore agreed to the expenditure of \$71,800.00.

Wastewater Dept.

Stueve reviewed the budget and discussed one new item. He is requesting \$20,000 for a capacity study of the wastewater treatment plant. The plant is getting near capacity with the increased industrial use and new construction.

Police Dept. Budget – Jason Blum

Theisen spoke to the council about a lunch meeting he had with Blum where the department budget was discussed. Theisen talked about how Murphy asked for a reduction by Blum due to a large budget increase that was preliminarily project. Murphy then explained that there had been a miscalculation in the original budget calculation which drove her request to each department to reduce their budgets which was then sent out to the council members last week.

Blum discussed the SRO contract and the number of officers per 1000 resident nation average and the local averages in Stearns County. He requested an additional officer to start in September of 2019 which would put the number of officers per 1000 residents at 1.8. This compares to the nation average of 2.2 and the Stearns County Sheriff's office at 1.9. In addition Blum reviewed how equipment was purchased in the past normally all at once instead of on a rotation like the department is now doing with the squad cars. The equipment items that need to start being rotated into use and consistently in the budget are portable radios, squad laptops, WatchGuard squad cameras and radar. The council approved getting those items up to the full complement so as to start properly rotating into the budget as a known annual expenditure. Blum did update the council that body cameras may be something that will be a requirement in

the future. Knapp and Blum discussed how the cameras are not the expensive part of the body camera use, rather it is the storage, retention and privacy protections that will have to be in place that will drive the bulk of the cost of having the cameras.

Tax Levy

The tax levy before adding in the items for the Police Department and the paving of the parking lot was a decrease of .05%. The council then asked to see what the levy would look like with the following scenarios.

- Add in the additional \$39,000.00 of equipment requested by the Police Department, this would result in a levy increase of 1.72%.
- Increase the levy with the police department equipment and the tarring of the parking lot, this would result in a tax levy increase of 3.17%
- Murphy did propose that the funds that will be received for the conduit financing for the Assumption expansion could be used to offset the increases in scenario 2. Council asked to see what that would do to the levy. It would increase the levy by 2.07%.

With the above changes, the Council agreed to move ahead with the third option for the levy.

ADJOURN

MOTION WAS MADE BY SCHMITZ, SECONDED BY MILLER, TO ADJOURN AT 1:15 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

Mayor David Heinen

Brigid Murphy, City Administrator