

## **TUESDAY, SEPTEMBER 9, 2014 COLD SPRING CITY COUNCIL MINUTES**

Mayor Doug Schmitz called the meeting to order at 6:30 p.m. The following City Council members were found to be present: Mayor Doug Schmitz and Council Members Fran Ramler, Jan Dingmann, Dave Stadther and Bob Thelen. Others present: Paul Hetland, Dave Heinen, Stephanie Dickrell, Brian Lintgen, Chris Boucher, Dan Steil, Kris Dockendorf, Mike Dockendorf, Jason Blum and Angie Mueller.

### **APPROVAL OF THE AGENDA**

MOTION WAS MADE BY STADTHER, SECONDED BY DINGMANN, TO APPROVE THE AGENDA OF THE SEPTEMBER 9, 2014 CITY COUNCIL MEETING. MOTION PASSED 5-0.

### **CONSENT AGENDA**

A. Minutes – August 27, 2014

MOTION WAS MADE BY RAMLER, SECONDED BY THELEN, TO APPROVE THE MINUTES OF THE AUGUST 27, 2014 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

### **BUSINESS PROSPECT CHECKLIST**

Dan Steil, President of the EDA distributed the Business Prospect Checklist that was developed with the assistance of consultant Annie Deckert from Decklan Group. He stated that the checklist would be given out at the initial contact with prospective businesses to provide an explanation of the process for business development. He explained that land use applications and fees would be included so that businesses have all the facts up front. It will also provide the City with background information on the prospective business including employment and environmental concerns. City staff would then need to review the information so that it could be distributed to Planning Commission and City Council members for future discussions.

### **2<sup>ND</sup> AVENUE SOUTH UPDATE**

Hetland stated that BNSF had made an offer to sell the City the land needed for the construction of the roadway connecting 2<sup>nd</sup> Avenue South from near Granite Court to 1<sup>st</sup> Street South, for the amount of \$34,000. He also stated that BNSF is willing to grant an easement now so that a temporary road could be prepared until next spring at a cost of \$1,562. The Council was in agreement that they would proceed with the purchase and not move forward with the quick take process which would incur additional legal fees, unless the proposed purchase falls through.

MOTION WAS MADE BY RAMLER, SECONDED BY STADTHER, TO APPROVE THE PURCHASE OF LAND FROM BNSF TO CONSTRUCT 2<sup>ND</sup> AVENUE SOUTH AT A COST OF \$34,000, TO PURCHASE AN EASEMENT FOR THIS SAME LAND AT A COST OF \$1,562, FURTHERMORE, TO APPROVE THE \$2,000 PROCESSING FEE FOR THE TRANSACTION, AND LASTLY THAT IF THE TRANSACTION IS NOT APPROVED BY BNSF THAT THE QUICK TAKE PROCEDURE CONTINUE. MOTION PASSED 5-0.

### **2015 BUDGET AND LEVY DISCUSSION**

A. River Links Warning Siren

Emergency Management Services Director Mike Dockendorf explained that for several years money had been budgeted to purchase a siren for in the River Links development. Since the development had a delayed start there were several years that no money was budgeted for the purchase. He stated there are now several homes being built in the development and that a siren is needed to provide coverage to this area. There is approximately \$12,300 in the account for the purchase which is \$8,122 short of the actual cost of the siren. The Council agreed to purchase the siren in 2015 but was unsure where the funds would come from for the purchase. Dockendorf stated he would check to see if there are any grant funds available for the siren purchase.

B. Other

Finance Director Kris Dockendorf distributed updated information on the 2015 budget as it was discussed at the prior budget meeting. At this time the projected tax rate increase was over seven percent. She stated that if it was the Council's goal to get the increase down to seven percent that an amount of \$5,635 would still need to be decreased from the budget. Councilor Thelen suggested that the purchase of the squad car be taken from the gambling fund, which is a permitted expense from that fund. The Council agreed that they cannot rely on this fund every year for such purchases but it will help for this year so that taxes do not have to be raised an exorbitant amount. After making this change the tax increase was decreased to 6.32%.

**CITY ENGINEER REPORT****A. CSAH 50**

Lintgen stated that seeding will occur at the end of the week and that is why the detour signs are still in place.

**B. Red River Ave/CSAH 2**

Lintgen stated that Geoff Martin had presented his first concepts for streetscaping and layout of the downtown area to the Downtown Development Committee. At their next meeting they will be refining the plan.

**C. Stormwater Grants**

Lintgen stated that he and Wayne Cymbaluk from Stearns County Soil and Water have been discussing a grant opportunity for the City to improve stormwater run-off to Brewery Creek. The project would consist of replacing a culvert and stormwater basins in the southwest portion of the City. He gave a rough project cost estimate of \$100,000 and explained a 25% match is required by the City, of which he estimated that half of that amount may be in kind work completed by staff. The Council was supportive of the concept and moving forward with applying for the grant.

**ANNEXATION UPDATE AND DISCUSSION**

Hetland stated that the City is able to annex 120 acres of property per year, that an annexation petition needs to be signed, notices need to be sent to affected property owners and a public hearing is required. He stated that there are several areas of land being considered for annexation with the first being the portion of land northwest of the city, the second is a piece of property owned by Gold'n Plump near their production facility and the third is potentially other property in Wakefield Township that indicated interest in annexing since the police service contract has terminated. He stated that there has not been any response received yet on the proposed annexation of the northwest section. He stated that Gold'n Plump has requested that a separate public hearing be held for their parcel of land since Wakefield Township is supportive of their requested annexation and he proposed that the hearing be held on October 14<sup>th</sup>.

**MOTION WAS MADE BY THELEN, SECONDED BY STADTHER, TO MOVE FORWARD WITH THE PROPOSED SCHEDULE FOR THE GOLD'N PLUMP ANNEXATION, WITH THE PLANNING COMMISSION CONSIDERING THE REQUEST AT THEIR SEPTEMBER 15<sup>TH</sup> MEETING AND CONDUCTING A PUBLIC HEARING ON OCTOBER 14, 2014 AT THE CITY COUNCIL MEETING. MOTION PASSED 5-0.**

**LIST OF BILLS AND ADDITIONS**

**MOTION WAS MADE BY DINGMANN, SECONDED BY RAMLER, TO APPROVE THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$308,305.30 AND SUPPLEMENTAL LIST TOTALING \$48,289.48 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.**

**GENERAL COMMENTS AND QUESTIONS**

Hetland stated that he was able to find chairs to replace the current council chamber chairs for under \$1,000. He stated that the chairs strike a balance between being regal and durable, yet affordable. He stated that the funds would be drawn from the capital improvements fund and administrative travel.

**MOTION WAS MADE BY THELEN, SECONDED BY DINGMANN, TO APPROVE THE PURCHASE OF TEN CHAIRS FOR THE COUNCIL CHAMBERS AT A COST OF \$510. MOTION PASSED 5-0.**

**ADJOURN**

**MOTION WAS MADE BY RAMLER, SECONDED BY STADTHER, TO ADJOURN AT 7:37 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.**

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Doug Schmitz, Mayor

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Paul Hetland, City Administrator