

TUESDAY, JANUARY 26, 2016 COLD SPRING CITY COUNCIL MINUTES

Mayor Robert R. Thelen called the meeting to order at 6:30 p.m. The following members were found to be present: Mayor Robert R. Thelen and Council Members Fran Ramler, Jan Dingmann, Dave Heinen and Jayme Knapp. Others present: Kris Dockendorf, Jon Stueve, Chris Boucher, Brian Lintgen, Heidi Stalboeger, Michael Lang, Jon Duvier, Duane Krueger, Marv Soldner, Jake Scepaniak, Isaac Schweer and Angie Mueller.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE THE AGENDA OF THE JANUARY 26, 2016 CITY COUNCIL MEETING. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – January 12, 2016

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO APPROVE THE MINUTES OF THE JANUARY 12, 2016 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

APPOINTMENT TO EDA

Dockendorf stated that the EDA had interviewed the two candidates that had applied for the opening on the EDA. The EDA recommended appointing Marv Soldner to the position. Soldner was present and introduced himself to the Council and spoke about his background.

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO APPROVE THE RECOMMENDATION OF THE EDA AND APPOINT MARV SOLDNER TO THE EDA FOR THE TERM EXPIRING DECEMBER 31, 2021. MOTION PASSED 5-0.

APPOINTMENT TO PARK BOARD

Dockendorf stated that the Park Board had met and interviewed the two applicants for the opening on the Park Board. The Park Board recommended appointing Bill Thelen to the position.

MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO APPROVE THE RECOMMENDATION OF THE PARK BOARD AND APPOINT BILL THELEN TO THE PARK BOARD FOR THE TERM EXPIRING DECEMBER 31, 2019. MOTION PASSED 5-0.

COLD SPRING BUSINESS PARK LOT SALE

Dockendorf explained that Jake Scepaniak, owner of Rock Solid Storage, which is located in the Cold Spring Business Park, is interested in purchasing an additional lot to expand his storage facility business. The lot he would like to purchase is part of Outlot C, which is located to the west of his current property and would need to be platted. The EDA had discussed the purchase and is recommending the sale of the lot.

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO ACCEPT THE RECOMMENDATION OF THE EDA FOR THE SALE OF PART OF OUTLOT C IN THE COLD SPRING BUSINESS PARK, APPROXIMATELY 150' X 220' IN SIZE, TO JAKE SCEPANIAC AT A PURCHASE PRICE OF \$.85 PER S.F. WITH THE CITY TO PAY THE PLATTING COSTS, AND TO DIRECT THE CITY ATTORNEY TO PREPARE A PURCHASE AGREEMENT; FURTHERMORE, TO AUTHORIZE THE PLATTING OF THE PROPERTY UPON RECEIPT OF THE EXECUTED PURCHASE AGREEMENT. MOTION PASSED 5-0.

ADOPTION OF 2016 FEE SCHEDULE – ORDINANCE NO. 344

Dockendorf presented the 2016 Fee Schedule which contained rate changes that were discussed at previous meetings including the utility rates, stormwater deposit, and driveway permit and deposit. The other changes were to the event security, dog license late surcharge and the water connection fee. Dockendorf recommended no increase to the sewer connection fee for this year and to instead review it again next year.

MOTION WAS MADE BY RAMLER, SECONDED BY KNAPP, TO ADOPT ORDINANCE NO. 344, AN ORDINANCE AMENDING THE CITY CODE OF COLD SPRING BY ADJUSTING VARIOUS RATES AND FEES. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR REPORT**A. Approve Offer of Employment for Public Works Technician II**

Stueve requested approval to hire Paul Schrieber-Nass for the Public Works Technician II position, at a pay rate of \$17.03 which is step zero of group four.

MOTION WAS MADE BY RAMLER, SECONDED BY KNAPP, TO ACCEPT THE RECOMMENDATION OF THE HIRING COMMITTEE FOR THE PUBLIC WORKS TECHNICIAN II POSITION AND APPROVE THE OFFER OF EMPLOYMENT TO PAUL SCHRIEBER-NASS ACCORDING TO THE TERMS AS STATED IN THE OFFER OF EMPLOYMENT DATED JANUARY 26, 2016, CONTINGENT ON PASSING A PHYSICAL EXAMINATION, A DRUG TEST AND A BACKGROUND CHECK. MOTION PASSED 5-0.

B. Approve Purchase of Pump Truck

Stueve explained that this purchase was budgeted to be purchased in 2016. He stated that the truck will be a huge asset and improve safety when pulling the heavy lift station pumps up for repairs. He described the truck as having a flat bed and a mounted hoist. He stated that the truck they currently use for this purpose will be modified by staff and become a dump truck for hauling snow.

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE THE PURCHASE OF A PUMP TRUCK FROM BAYER TRUCK AT A COST NOT TO EXCEED \$28,000 AND THAT IT WILL BE PAID OUT OF LINE ITEM 14-70-72-6413; FURTHERMORE, TO DIRECT STAFF TO ISSUE A \$5,000 CHECK PAYABLE TO BAYER TRUCK TO ALLOW FOR THE BUILDING OF THE TRUCK TO BEGIN. MOTION PASSED 5-0.

C. Maintenance Tech II Update

Stueve explained that the new employee Jon Acheson has started and has completed his first snow removal with the other staff.

D. Wells

Stueve explained that staff and the City Attorney had met with Froehles and gave them a letter of intent to purchase. He stated the City is waiting to hear back on the cost to purchase the additional land that is needed. He stated that the proposed well site is staked out and they will be meeting with the Froehles again to discuss stipulations for power.

E. Meeting with Legislators

Stueve explained that Senator Fischbach and Representative Howe met with staff and representatives from the Brewery. They reported that funding for the City well was not included on the bonding bill, but that list is not set in stone and they plan to keep meeting with officials to see what can be done.

CITY ENGINEER REPORT**A. CSAH 2/Red River Avenue Update**

Lintgen stated that design work is continuing on City portions of the project including streetscaping, utility and street light design. He stated that they hope to begin work first thing this spring and conduct most of the work from 2nd Street North to the roundabout during summer while school is not in session.

B. Wenner Development

Lintgen explained that there will be a meeting at the end of the week with the developer to discuss outstanding site plan review comments.

CHIEF OF POLICE REPORT**A. Calls for Service**

Chief Boucher presented information to the Council on the activities and calls for service the Police Department had for the month of December. He also discussed snow parking citations and the new decals on the squad cars.

B. State of Minnesota Joint Powers Agreement – Resolution No. 2016-03

Chief Boucher explained this is an agreement that needs to be renewed every five years. The agreement is for the police department to have access to use systems and tools over the State's criminal justice data communications network.

MOTION WAS MADE BY DINGMANN, SECONDED BY KNAPP, TO APPROVE RESOLUTION 2016-03, A RESOLUTION APPROVING THE STATE OF MINNESOTA JOINT POWERS AGREEMENT WITH THE CITY OF COLD SPRING ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT.

MOTION PASSED 5-0.

CITY ADMINISTRATOR REPORT**A. Approve Pay Equity Report**

Dockendorf explained that the City is required to complete a pay equity report every three years. Dockendorf explained that the job positions, gender and pay rates were provided to Kathleen Murphy to complete the report and at this time it appears that the City is in compliance. She stated that compliance confirmation will come from the State after the report is accepted.

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE THE 2016 PAY EQUITY IMPLEMENTATION REPORT COMPLETED BY KATHLEEN MURPHY AS PRESENTED. MOTION PASSED 5-0.

B. City Administrator Hiring Committee Update

Dockendorf explained that the hiring committee is in the process of setting up interviews for the position. Mayor Thelen indicated he would like to talk to the Mayor of the City of Richmond to have an exploratory dialog about sharing a City Administrator. The rest of the Council did not object to him having such a conversation.

GENERAL QUESTIONS AND COMMENTS FROM CITY COUNCIL

Councilor Heinen stated that at the last Wakefield Township Board meeting there was discussion about annexation. He stated there were approximately 50 township residents in the audience and they were strongly against being annexed into the City, indicating that is something they do not want.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY RAMLER, SECONDED BY KNAPP, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$92,621.50 AND SUPPLEMENTAL LIST TOTALING \$2,461.03 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

FIRE RELIEF ASSOCIATION DISCUSSION ON AUDIT REPORTING REQUIREMENTS

Dockendorf recapped previous discussions that the Council had on whether the Council would require the Fire Relief Association to have an actuary study done and the uncertainty of the effect it would have on the City's bond rating by not doing one. After some discussion the Council agreed that it would be in the best interest of the City to require the Fire Relief Association to have the study done and that the City would pay for the cost of the study.

MOTION WAS MADE BY DINGMANN, SECONDED BY HEINEN, TO REQUIRE THE FIRE RELIEF ASSOCIATION TO HAVE AN ACTUARY SERVICE COMPLETED FOR 2015 AND THAT THE COST OF THE SERVICE WOULD BE PAID FOR FROM THE GENERAL FUND. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO ADJOURN AT 7:38 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.

Robert R. Thelen, Mayor

Kris Dockendorf, Acting City Administrator