

TUESDAY, DECEMBER 22, 2015 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, Joe Wenner, Paul Steil, Heidi Stalboerger, Mark Stalboerger, Eric Nelson, Chris Boucher and Angie Mueller.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE THE AGENDA OF THE DECEMBER 22, 2015 CITY COUNCIL MEETING. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – December 8, 2015

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE THE MINUTES OF THE DECEMBER 8, 2015 REGULAR CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

B. One-Day Gambling License, Nicholas P. Koenig HERO Foundation

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE FORM LG220 APPLICATION FOR EXEMPT PERMIT TO CONDUCT ONE-DAY GAMBLING FOR NICHOLAS P. KOENIG HERO FOUNDATION FOR A RAFFLE TO BE HELD APRIL 2, 2016 AT THE GREAT BLUE HERON; FURTHERMORE, TO WAIVE THE 30 DAY WAITING PERIOD FOR SAID PERMIT. MOTION PASSED 5-0.

C. Approval of Closing Fund 36

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE THE CLOSING OF FUND 36 (BRAEGELMANN TIF) AND TO TRANSFER THE REMAINING BALANCE OF \$14,682.94 TO FUND 33 "FUTURE CAPITAL IMPROVEMENTS". MOTION PASSED 5-0.

PUBLIC HEARING TO CONSIDER ZONING ORDINANCE AMENDMENT REGARDING DRIVEWAY PERMITS

Mayor Thelen opened the public hearing at 6:32 p.m. Dockendorf explained that the Council had numerous discussions about enforcing driveway widths for both new construction and driveway replacements and ultimately decided on requiring a permit for such work. She stated that the fee for the permit will be added to the fee schedule and consist of a \$500 refundable deposit and a \$25 permit fee. Mayor Thelen called three times for comments, after hearing none the public hearing was closed at 6:35 p.m.

MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO APPROVE ORDINANCE NO. 342 AMENDING THE ZONING ORDINANCE PERTAINING TO BUILDING PERMIT REQUIREMENTS, ESPECIALLY FOR DRIVEWAYS. MOTION PASSED 5-0.

RIVER LINKS 3RD ADDITION FINAL PLAT

Joe Wenner and Paul Steil of DJP Properties, the developers for River Links, were present to request final plat approval for the River Links 3rd Addition. Dockendorf explained that the Planning Commission had recommended approval of the plat since there were no changes from the preliminary plat to the final plat. Wenner explained that this plat will consist of seventeen single family residential lots and that the improvements for the lots were done two years ago. The Council discussed the proposed resolution and the outstanding parkland dedication fees in the amount of \$13,954.71 for the River Links 2nd Addition, which are supposed to be paid when River Links 3rd Addition is platted. The Council agreed that they would be willing to defer the payment of the parkland dedication fees for both River Links 2nd Addition and River Links 3rd Addition, until River Links 4th Addition is platted.

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO ACCEPT THE RECOMMENDATION OF THE PLANNING COMMISSION AND APPROVE RESOLUTION NO. 2015-

33, A RESOLUTION APPROVING THE FINAL PLAT OF RIVER LINKS THIRD ADDITION.
MOTION PASSED 5-0.

APPOINTMENT TO PLANNING COMMISSION

Dockendorf explained that Kelly Warren had resigned from the Planning Commission and staff had advertised for the open seat. She stated that the Planning Commission was recommending appointment of Eric Nelson who had applied for the opening. Nelson introduced himself and answered a few brief questions.

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPROVE THE RECOMMENDATION OF THE PLANNING COMMISSION AND APPOINT ERIC NELSON TO THE PLANNING COMMISSION FOR THE TERM EXPIRING DECEMBER 31, 2016. MOTION PASSED 5-0.

APPROVE ROCORI TRAIL RESOLUTION NO, 2015-32

Dockendorf explained that the City's trail representative had requested that the Council approve the resolution presented. Since the trail representative was not at the meeting, the Council directed staff to put the resolution on the next agenda so that they can get a clear explanation of the resolution.

CITY ADMINISTRATOR HIRING COMMITTEE

Dockendorf explained that the Council had directed staff to invite Dan Steil or Gary Theisen to serve on the hiring committee for the City Administrator position. She explained that Dan Steil was asked first, as directed by the Council and agreed to serve on the committee.

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPOINT MAYOR BOB THELEN, COUNCIL MEMBER FRAN RAMLER, KRIS DOCKENDORF, JON STUEVE, CHRIS BOUCHER, DAN WEBER AND DAN STEIL TO THE HIRING COMMITTEE FOR THE CITY ADMINISTRATOR POSITION. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR REPORT

A. Warming House Attendants

MOTION WAS MADE BY DINGMANN, SECONDED BY KNAPP, TO APPROVE HIRING BLAKE FIELD, JOSH SCHRODEN AND CALVIN KALTHOFF AS WARMING HOUSE ATTENDANTS AT \$9.00 PER HOUR. MOTION PASSED 5-0.

B. CSAH 2/Red River Avenue

Stueve reported that the cost for brackets to display flower baskets on light poles are a cost of \$350 per each bracket. He stated that he would also like to get an estimate from a local fabricator to see if there would be a cost savings. The Council indicated they would commit to having the brackets. Stueve explained that a cost was obtained to have light dimmers on the poles which would be \$400 per pole. The Council was against adding dimmers to the poles.

CHIEF OF POLICE REPORT

Chief Chris Boucher presented information to the Council on the number of incidents the department responded to from August to November of 2015 in both the City of Cold Spring and the City of Richmond. He also discussed various activities the department has participated in during that time. Lastly, he reported that the department has raised almost \$5,000 in donations for the police canine program to purchase a new dog.

CITY ADMINISTRATOR REPORT**A. Budget Amendments**

Dockendorf explained to comply with the requirements of the annual audit and state law that the budget must be amended for the unanticipated expenses and revenues that occurred during the year.

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE THE AMENDMENTS TO THE REVENUE AND EXPENDITURE BUDGETS AS STATED IN THE STAFF MEMO ENTITLED "2015 BUDGET AMENDMENTS" DATED DECEMBER 22, 2015. MOTION PASSED 5-0.

B. Assessments on Outlot A of Blue Heron Heights 3rd Addition

Dockendorf stated she wanted to verify the Council's intent for the assessments for Outlot A in the Blue Heron Heights 3rd Addition. The Council agreed that their intent was to reduce the total amount of the assessment for Outlot A by half, as they did the rest of the lots for Blue Heron Heights 3rd Addition.

C. Discuss Fuchs Farm

Dockendorf explained that the City had been contacted by the Fuchs family who is selling parts of their property in Wakefield Township just north of River Oaks Golf Course and a section of land on the west side of Co Rd 2 just north of the Rocori School District property. She stated that the Fuchs family wanted to see if the City had any interest in purchasing any sections of their property since it is so close to the city limits. The Council agreed that if Fuchs wanted to petition the City to be annexed that they could, but the Council did not have any interest in purchasing the property.

D. Newcore Wireless Tower Lease

Dockendorf explained that Newcore Wireless had been leasing space on the South Water Tower for their antennas and has informed the City that they would be terminating their lease on December 31, 2015 as they were being acquired by Palmer Wireless. Palmer Wireless has contacted the City to discuss entering into a lease agreement, but at a reduced rate than what Newcore Wireless had been paying. Dockendorf suggested that a Council member and staff meet with Palmer Wireless to discuss potential terms for a lease agreement. The Council agreed and Councilor Knapp offered to help with the negotiations. Staff was directed to research other cities lease rates for antenna space.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$108,105.71 AND SUPPLEMENTAL LIST TOTALING \$54,353.51 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

ADJOURN

MOTION WAS MADE BY HEINEN, SECONDED BY RAMLER, TO ADJOURN AT 7:45 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