

WENESDAY, JUNE 25, 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, Paul Hoeschen, Brian Lintgen, Tom Ficker, Sue Kadlec, Ann Harren, Nate Sauer, Mary Kiess, Erin Trisko, Lance Weber, Gary Theisen, Kurt Hemmesch, Russ Kalthoff, Dave Heinen, Lynn Schurman and Angie Mueller.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY STADTHER, SECONDED BY DINGMANN, TO APPROVE THE AGENDA OF THE JUNE 25, 2014 CITY COUNCIL MEETING. MOTION PASSED 5-0.

CLOSED MEETING

Mayor Schmitz announced that they would be closing the meeting pursuant to Minnesota State Statute 13D.05, Subd. 3(b) for attorney client privilege to discuss litigation strategy with the City Attorney about the threat of litigation by the St. Cloud Times regarding release of tapes for February 11 and February 26, 2014 closed meetings regarding Eric Johnson.

MOTION WAS MADE BY THELEN, SECONDED BY DINGMANN, TO CLOSE THE MEETING AT 6:31 P.M. MOTION PASSED 5-0.

The meeting was opened at 7:07 p.m.

CONSENT AGENDA

A. Minutes – June 10, 2014

MOTION WAS MADE BY RAMLER, SECONDED BY STADTHER, TO APPROVE THE MINUTES OF THE JUNE 10, 2014 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

B. Approval of Sale of 1997 Chevy Blazer

MOTION WAS MADE BY RAMLER, SECONDED BY STADTHER, TO APPROVE THE SALE OF 1997 CHEVY BLAZER, A FORFEITURE VEHICLE, AND AWARD THE SALE OF SAID VEHICLE TO THE HIGH BIDDER RUBEN ZAYAS FOR \$800. MOTION PASSED 5-0.

C. Approval of Sale of 1998 Dodge Caravan

MOTION WAS MADE BY RAMLER, SECONDED BY STADTHER, TO APPROVE THE SALE OF 1998 DODGE CARAVAN, A FORFEITURE VEHICLE, AND AWARD THE SALE OF SAID VEHICLE TO THE HIGH BIDDER DAVID KIESS FOR \$525. MOTION PASSED 5-0.

D. Increase in Election Judge Pay

MOTION WAS MADE BY RAMLER, SECONDED BY STADTHER, TO APPROVE INCREASING THE HOURLY PAY FOR ELECTION JUDGES, INCLUDING THE HEAD JUDGE, TO \$9.50 PER HOUR. MOTION PASSED 5-0.

E. Approval of Easements

MOTION WAS MADE BY RAMLER, SECONDED BY STADTHER, TO APPROVE AN EASEMENT IDENTIFIED AS 2012-403 IN A DOCUMENT FROM SURVEYOR DAN KRON, ALSO REFERRED TO AS "THE DOLAN EASEMENT." MOTION PASSED 5-0.

MOTION WAS MADE BY RAMLER, SECONDED BY STADTHER, TO APPROVE AN EASEMENT IDENTIFIED AS 2012-403B IN A DOCUMENT FROM SURVEYOR DAN KRON, ALSO REFERRED TO AS "MARY'S HIGHLAND PARK EASEMENT." MOTION PASSED 5-0.

PLANNING COMMISSION AND DOWNTOWN COMMITTEE REVIEW

Councilor Thelen explained that the Planning Commission and Downtown Development Committee, which consists of downtown business owners that have been meeting for several months to discuss ideas for downtown improvements when Red River Avenue and Main Street are reconstructed in 2015. He stated that a proposal for professional planning assistance has been provide by landscape architect Geoff Martin. He stated that the business owners are aware that the costs of the consultant would be rolled into the project costs and then assessed to the property owners

along the project. The Downtown Development Committee is planning on conducting fundraising to help pay for these costs along with support from the Chamber of Commerce.

MOTION WAS MADE BY THELEN, SECONDED BY DINGMANN, TO APPROVE THE PLANNING COMMISSIONS'S RECOMMENDATION TO HIRE GEOFF MARTIN FOR DOWNTOWN PLANNING ASSISTANCE IN AN AMOUNT NOT TO EXCEED \$26,945. MOTION PASSED 5-0.

The Council next discussed the Planning Commission's recommendation to further study the parking lot located north of the former Granite Community Bank building, for the purpose of public parking. A proposal was provided by Stantec to provide a review of the space at a cost not to exceed \$1,237.

MOTION WAS MADE BY THELEN, SECONDED BY STADTHER, TO APPROVE THE PLANNING COMMISSION'S RECOMMENDATION TO PROCEED WITH THE FEASIBILITY REPORT AT A COST NOT TO EXCEED \$1,237, FOR THE STUDY OF THE LAND NORTH OF THE PREVIOUS BUSINESS SITE OF GRANITE COMMUNITY BANK FOR THE PURPOSES OF PARKING. MOTION PASSED 5-0.

FOOD SHELF UPDATE

On behalf of the Food Shelf Board, Lynn Schurman updated the Council on the Food Shelf's recent purchase of the building to the west of the Cold Spring American Legion. She stated that they had been looking for a larger space that would be handicap accessible as the Food Shelf is currently located in the lower level of the State Bank of Cold Spring that is only accessible by stairs and is cramped for space. She stated that area churches, Lions Clubs, individuals and businesses have contributed to the success of the fundraising for a new space which has totaled \$90,000. The building was purchased for \$89,000 and estimates for the remodeling costs amount to \$40,000. She stated that they are awaiting funding decisions on two grants that were applied for to help with the purchase of the building and remodeling costs. They hope to have the new location open by October.

HABITAT FOR HUMANITY

Lynn Schurman invited the Council to participate in a "wall raising" ceremony at the site of the Habitat for Humanity Home located in Emmas Estates on July 9th. She stated that a family has been identified for the home and that the project is being assisted with grant funds from Thrivent.

PURCHASE POLICY REVISION

Hetland explained that the revisions reflect changes that have been made by state law in relation to purchase limitations and procedures. He added that the Baseball Park Improvement project spurred the request for the change to the policy so that it is a current reflection of state statute.

MOTION WAS MADE BY DINGMANN, SECONDED BY STADTHER, TO APPROVE THE CHANGES TO THE PERSONNEL POLICY BY AMENDING ARTICLE 24 – PURCHASE POLICY, IN REGARDS TO PURCHASE LIMITATIONS AND PROCEDURES. MOTION PASSED 5-0.

APPROVAL OF RISE TO THE TOP DON'T STOP 5K RUN

MOTION WAS MADE BY RAMLER, SECONDED BY THELEN, TO APPROVE THE "RISE TO THE TOP DON'T STOP 5K RUN" FOR SATURDAY, AUGUST 9, 2014, CO-SPONSORED BY THIRD STREET BREWHOUSE AND FGHC ACTIVE, WITH THE PROCEEDS BEING DONATED TO LOCAL CHARITIES. MOTION PASSED 5-0.

PUBLIC WORKS DIRECTOR

A. Water Tower Lease, Antenna Proposal

Lieutenant Bob Dickhaus from the Stearns County Sheriff's Department explained that radio communication in the Rockville, Cold Spring and Lakes areas is at times intermittent and can be quite poor. To greatly improve communications they are requesting approval to install three antennas and a microwave dish on the top of the south water tower. They also will need to install a 12x20 prefabricated structure on the property to house the equipment for the antennas. He stated that Coldspring has already approved the proposed project since they are the owners of the property.

MOTION WAS MADE BY STADTHER, SECONDED BY THELEN, TO APPROVE THE PROPOSED ANTENNA PROJECT AS PRESENTED. MOTION PASSED 5-0.

B. Skateboard Park Update

Hoeschen stated that the asphalt at the Skateboard Park is very old and rough and not good for skateboarding anymore. He added that two pieces of skateboard equipment have been removed because they were rotten. He stated that the Park Board was recommending allowing bikes in the park now since there is not much left for skateboarders to do in the park. He added that he

still needs to check to make sure it would be allowed with the City's insurance. He stated he will also confirm this is okay with the Chief of Police.

MOTION WAS MADE BY STADTHER, SECONDED BY THELEN, TO APPROVE ALLOWING BICYCLES IN THE SKATEBOARD PARK, PROVIDED IT IS ACCEPTIBLE TO THE CITY'S INSURANCE. MOTION PASSED 5-0.

CITY ENGINEER REPORT

A. CSAH 50 Improvements Seeding Bids

Lintgen presented the two bids that were received for the CSAH 50 Improvements turf establishment.

MOTION WAS MADE BY DINGMANN, SECONDED BY THELEN, TO APPROVE THE LOW BID FROM SCHRODEN'S INC. IN THE AMOUNT OF \$9,180 FOR THE CSAH 50 IMPROVEMENTS TURF ESTABLISHMENT. MOTION PASSED 5-0.

BASEBALL COMMISSION CONCESSION STAND PRESENTATION

Tom Ficker a representative of Cold Spring Baseball Inc. presented the Council with updated drawings of the proposed construction improvements to the concession stand at the Baseball Park. He also described the upper level improvements including the ramp and bridge from the grandstand to the party deck and the lower level concession stand and locker room. He stated that their goal is to get the project cost below \$100,000 so that they do not have to advertise and take sealed bids for the project. He said that preliminary estimates that were obtained last fall have totaled approximately \$115,000. He next presented the financing request for a zero percent interest loan from the City for four years. The Council was in favor of allowing naming recognition at the park to individuals and businesses that donate to the project. The discussion also lead into proposed improvements to the grandstand seating but it was apparent that there was some disagreement between the Park Board and the Baseball Association on the method and materials that should be used to improve the seats.

MOTION WAS MADE BY THELEN, SECONDED BY STADTHER, TO APPROVE THE CONSTRUCTION PLANS AS PRESENTED BY COLD SPRING BASEBALL INC. FOR THE BASEBALL PARK AND TO ADVANCE THE PAYMENT FOR THE PROJECT IN AN AMOUNT NOT TO EXCEED \$100,000 TO BE PAID BACK AT A RATE OF ZERO PERCENT INTEREST FOR A TERM OF FOUR YEARS. MOTION PASSED 5-0.

REQUEST FOR ONE DAY OFF PREMISES PERMIT FOR THIRD STREET BREWHOUSE

A last minute request was presented to approve an off premises permit for Third Street Brewhouse to serve their products at the Day at the Park fundraiser for the Baseball Park. Mayor Schmitz explained that he had been made aware of the request this afternoon by City staff and provided the Council approved it, Third Street Brewhouse would only need to provide a certificate of insurance for coverage at the Baseball Park.

MOTION WAS MADE BY DINGMANN, SECONDED BY THELEN, TO APPROVE A ONE DAY OFF PREMISES PERMIT FOR THIRD STREET BREWHOUSE FOR SATURDAY, JUNE 28, 2014 AT THE DAY AT THE PARK EVENT AT THE COLD SPRING BASEBALL PARK. MOTION PASSED 5-0.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY STADTHER, SECONDED BY SCHMITZ, TO APPROVE THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$317,820.47 AND SUPPLEMENTAL LIST TOTALING \$56,933.65 PRESENTED BY CITY STAFF. MOTION PASSED 5-0.

RECESS

Mayor Schmitz announced at 8:42 p.m. that the Council would recess for a few minutes until 8:45 p.m.

CLOSED SESSION: ANNUAL REVIEW OF CITY ADMINISTRATOR

At 8:45 p.m. Mayor Schmitz announced that pursuant to Minnesota Statutes § 13D.05, Subd. 3a that the meeting was closed for the purpose of conducting the annual performance review of the City Administrator. The meeting was then opened at 10:20 p.m.

The closed session of City Council for the annual review of City Administrator Paul Hetland resulted in a favorable review for him. Council recommended and approved to raise his hourly amount to \$39 with the potential of a dollar an hour raise in January if he accomplishes four out of six goals that will be approved by the end of July.

ADJOURN

MOTION WAS MADE BY THELEN, SECONDED BY STADTHER, TO ADJOURN AT 10:20 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 5-0.