

FRIDAY, SEPTEMBER 11, 2015 COLD SPRING CITY COUNCIL SPECIAL MEETING MINUTES

Mayor Robert R. Thelen called the meeting to order at 8:00 a.m. The following members were found to be present: Mayor Robert R. Thelen and Council Members Jan Dingmann, Dave Heinen and Jayme Knapp. Absent: Fran Ramler. Others present: Kris Dockendorf, Dan Weber, Chris Boucher, Ron Fuchs, and Tanya Schmidt.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPROVE THE AGENDA OF THE SEPTEMBER 11, 2015 CITY COUNCIL MEETING. MOTION PASSED 4-0.

2016 PROPOSED BUDGET DISCUSSION

Fire Dept. Budget - Dan Weber

Dan included a \$.25/hr. increase in pay to the firefighters in his budget. He then reported on the budget meeting held with the township board supervisors on Sept. 9th. The supervisors unanimously approved the 2016 fire department budget, and also requested a meeting with the City to discuss a joint powers agreement. The Council decided to discuss it at a future workshop meeting.

Police Dept. Budget - Chris Boucher

Chris included funding for a new float/investigation position for the department. There would be an agreement with this person that they would fill in when the other officers take vacation or sick days and would be expected to take time off in lieu of those shifts so that they would not get overtime for them. They would also work on the investigations for all the other officers' cases. If one of the current officers wants the position, they would take it at their same rate of pay and it would be a lateral move for them, and then their position would be filled with an entry-level officer.

Other budget increases include an increase in support services as well as equipment purchases in order to go to e-ticketing in 2016, and a list of various equipment purchases. Boucher stated that these are one-time purchases and the equipment line item will go down for the 2017 budget.

Boucher also discussed the possibility of switching to Ford squad cars because they can get AWD, plus the vehicles are bigger providing a more comfortable ride and better visibility. He decreased the equipment repairs budget due to getting the new 2015 squad car so late in the year and getting the 2016 squad car early in the year, providing for a year with two relatively new cars.

At 9:58 a.m. the Council recessed and resumed the meeting at 10:09 a.m.

Streets Budget - Ron Fuchs

Kris informed the Council that the full-time salaries budget decreased due to moving Shawn Garding from the Public Works Dept. into Water/Wastewater. There will likely be decreases in some of the General Fund budgets and corresponding increases in Water & Wastewater.

Ron included funding for a new hoist and a used snow plow truck. They had budgeted \$18,000 for a loader in 2015 but Ron now feels that he needs a plow more than a loader, and he has not purchased the loader yet. Ron requested to move the \$18,000 budgeted in 2015 to the 2016 budget, along with an additional \$32,000, to purchase a plow truck for \$50,000. Other purchases include cement for bunkers, a plow for on one of the trucks, and a lean-to for the cold storage building.

Parks Budget - Ron Fuchs

Full-time salaries decreased due to Shawn Garding moving to Water/Wastewater department, and Ron budgeted for a used reel mower.

The Council discussed the future of the skate park and whether it should be moved or stay there and be upgraded. They also discussed a possible splash pad for the future.

Stormwater Dept. - Ron Fuchs

Ron included funding in equipment rental to clean the Sauk River Road culverts.

Water Dept. - Tanya Schmidt

Kris noted the increase in full-time salaries due to adding Shawn Garding to the department. Tanya explained the difficulty in budgeting for a new well, in not knowing if we will need a water treatment plant or how much we will actually be spending. She also included funding for major needed repairs to the wells and ground storage tank.

Tanya also explained a source water protection grant that she expects to get from the MN Dept. of Health in 2016.

Wastewater Dept. - Tanya Schmidt

Kris noted the increase in full-time salaries due to adding Shawn Garding to the department. Tanya included funding for new pumps, a sluice gate, a truck with hoist for pulling pumps, and various major repairs that need to be done. Mayor Thelen requested that Tanya check into whether there would be a savings if we pre-buy propane from Wenners.

At 12:05 p.m. the Council recessed and resumed the meeting at 12:15 p.m.

Tax Levy

The Council discussed the tax levy and the levy rate, and the importance of showing the public the process involved in arriving at it. They also discussed different scenarios to assess the CR 2 streetscaping in order to be fair to everyone while minimizing the impact on the tax levy.

Administration Budget - Kris Dockendorf

Kris noted a decrease in full-time salaries due to a new City Administrator, increased election expenses for 2016, and a new line item for Cobra insurance. It was recommended to sell the current Macintosh computer that the Admin. department has, as it has cost the City a lot of maintenance expenses, and replace it with one more compatible with the City's server. It was felt this could be done with little or no increase in cost.

Discussion was held on the need for expansion of the library, fire hall, police, & administration departments. It was decided to include \$10,000 in the City Hall Capital Improvement budget to have a professional study done on the possibility of reconfiguring the current city hall complex vs building something new.

EDA Budget - Kris Dockendorf

Kris stated that Dan Steil had asked to include \$10,000 again this year for marketing.

Tax Levy

The tax levy before adding in the \$10,000 for the City Hall study was an increase of 3.09% over 2015. Mayor Thelen stated he would like to get that percentage down below 1%. The following changes were made to the proposed budget:

- Add the additional \$10,000 in for the City Hall study
- Reduce the levy by \$28,100 by drawing from Reserves, which built up from not paying a City Administrator for most of 2015
- Have the department heads make the following cuts in their budgets, based on their percentage of the overall budget:
 - Fire Dept.: \$500
 - Public Works: \$3,000
 - Administration: \$500
 - Police: \$4,000

With the above changes, this brought the proposed tax rate to .4468%, which is a .97% increase over the 2015 tax rate. The Council agreed to move ahead with this plan.

ADJOURN

MOTION WAS MADE BY DINGMANN, SECONDED BY KNAPP, TO ADJOURN AT 2:27 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

Mayor Robert R. Thelen

Kris Dockendorf, Acting City Administrator