

## **TUESDAY, SEPTEMBER 13, 2016 COLD SPRING CITY COUNCIL MINUTES**

Mayor Robert R. Thelen called the meeting to order at 6:30 p.m. The following City Council members were found to be present: Mayor Robert R. Thelen, and Council Members Fran Ramler, Jan Dingmann, Dave Heinen and Jayme Knapp. Others present: Brigid Murphy, Jon Stueve, Heidi Stalboerger, Brian Lintgen, Dustin Radermacher, Tammy Paczkowski, Karen Stay, Chris Boucher, Kris Dockendorf, Chrissy Gaetke and Angie Mueller.

### **OPEN PUBLIC FORUM**

Chief Chris Boucher introduced Dustin Radermacher the candidate being recommending for hiring for a part-time Police Officer position.

Mayor Thelen thanked the Council and community for allowing him to serve as the Mayor and then presented a resolution stating his resignation and that it was effective immediately. After receiving the resignation, Murphy explained that the Council would need to appoint a Council member to the Mayor position until the end of the year and then declare a vacancy for a Council member.

**MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE THE RESOLUTION PRESENTED BY MAYOR ROBERT R. THELEN, AND ACCEPT HIS RESIGNATION. MOTION PASSED 4-0.**

**MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPOINT COUNCILOR RAMLER AS MAYOR FOR THE REST OF THE YEAR. MOTION PASSED 4-0.**

Murphy then administered the oath of office to Ramler. The Council then discussed and agreed that they would seek applications to fill the vacancy for the Council member position. The Council agreed they would take applications and make an appointment at their October 27, 2016 meeting.

### **APPROVAL OF THE AGENDA**

**MOTION WAS MADE BY DINGMANN, SECONDED BY HEINEN, TO APPROVE THE AGENDA OF THE SEPTEMBER 13, 2016 CITY COUNCIL MEETING. MOTION PASSED 4-0.**

### **CONSENT AGENDA**

A. Minutes – August 30, 2016

**MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPROVE THE MINUTES OF THE AUGUST 30, 2016 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 4-0.**

B. Authorize the Hiring of Part-Time Police Officer Dustin Radermacher

**MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPROVE THE HIRING OF PART-TIME POLICE OFFICER DUSTIN RADERMACHER AT A STARTING PAY OF \$18.69 PER HOUR, CONTINGENT UPON SUCCESSFUL COMPLETION OF THE STANDARD PHYSICAL EXAMINATION. MOTION PASSED 4-0.**

### **PUBLIC WORKS DIRECTOR REPORT**

A. Resolution and Construction Agreement with State and County for Battery Back-up for CSAH 2 and Chapel Hill Lights  
Stueve explained that an agreement is required for the battery back-up for the traffic signal lights at CSAH 2 and Chapel Hill.

**MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE RESOLUTION AND CONSTRUCTION AGREEMENT WITH MNDOT FOR BATTERY BACK-UP INSTALLATION AND MAINTENANCE AT TRAFFIC SIGNALS LOCATED AT STATE HIGHWAY 23 AND THE INTERSECTIONS OF CSAH 2 AND CHAPEL HILL. MOTION PASSED 4-0.**

B. Memorial Garden

Stueve stated that there was minimal public feedback on the memorial garden. He stated that they will continue with the plan to relocate the tree to one of the parks or north of the roundabout. He stated he thought the concrete work would likely cost around \$3,000.

C. Co Rd 2/Red River Avenue Update

Stueve explained that the concrete box for the culvert has been completed and that paving and streetlight work continues to progress. He stated that a flag raising ceremony is scheduled at the roundabout on Tuesday, September 20<sup>th</sup> at 9 a.m.

D. Well/Water Update

Stueve explained that the land is still in the platting process.

**CITY ENGINEER REPORT****A. Main Street**

Lintgen stated that the Feasibility Report is being finalized and will be presented first at the Planning Commission meeting and then at the next City Council meeting.

**B. SW Stormwater Infiltration Project**

Lintgen stated the project will likely start in about two weeks and that the project will take two weeks to complete. He stated there are six tree box sites and ten infiltration sites.

**CITY ADMINISTRATOR REPORT****A. Cellphone Policy**

Murphy explained that the current policy requires that employees have the same cellphone carrier as the department head. She recommended removing that sentence from the policy since there are no longer added costs associated with calling other carriers.

MOTION WAS MADE BY DINGMANN, SECONDED BY KNAPP, TO APPROVE REVISING THE CELLPHONE POLICY TO REMOVE THE REQUIREMENT THAT STAFF HAVE THE SAME CELL SERVICE CARRIER AS THE DEPARTMENT HEAD. MOTION PASSED 4-0.

**B. American Tower Option for a New Lease or Easement Agreement at Pioneer Park**

Murphy stated that American Tower leases space on the tower at Pioneer Park and they are seeking to renegotiate the lease. They proposed three options, the first being a perpetual easement for approximately \$500,000, the second was a perpetual easement with payments and the third was to keep the lease as it is now with upfront payments, but that the lease would be for five year terms that would be renewed every seven years for a total of 35 years. Murphy explained that upon the decision by the Council, a contract would be provided and then reviewed by the City Attorney before signing. The Council agreed they would not want to give American Tower the right to the land with a perpetual easement.

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO APPROVE ENTERING INTO OPTION 3 LEASE EXTENSION WITH AMERICAN TOWER FOR THE CELL TOWER AT PIONEER PARK. MOTION PASSED 4-0.

**LIST OF BILLS AND ADDITIONS**

MOTION WAS MADE BY RAMLER, SECONDED BY DINGMANN, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$87,924.96 AND SUPPLEMENTAL LIST TOTALING \$38,460.76 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

At 7:00 p.m. the Council resituated for the budget workshop.

**BUDGET WORKSHOP**

Murphy explained a few changes to the budgets since the last time the Council had met. She provided four scenarios that the Council could choose from for the 2017 levy. The largest amount of the increase of the levy is due to the Promenade. The Council agreed that they would rather see a step increase to the levy instead of keeping it the same and having a large increase in a couple of years. The Council agreed to take \$17,500 from the charitable gambling fund to reduce the costs of the Promenade to bring the levy rate to 9.6%. Dockendorf explained that she would have a resolution for the Council to adopt on the Preliminary Levy.

**ADJOURN**

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO ADJOURN AT 7:47 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

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Fran Ramler, Mayor

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Brigid Murphy, City Administrator