

TUESDAY, SEPTEMBER 8, 2015 COLD SPRING CITY COUNCIL MINUTES

Mayor Robert Thelen called the meeting to order at 6:30 p.m. The following members were found to be present: Mayor Robert Thelen and Council Members Jan Dingmann, Dave Heinen, Jayme Knapp and Fran Ramler. Others present: Kris Dockendorf, Jason Blum, Frank Rajkowski, Dan Weber, Brian Lintgen, Heidi Stalboerger, Duane Krueger, Tanya Schmidt, Jon Stueve, Ann Harren, JoAnn Thelen and Lois Lieser.

OPEN PUBLIC FORUM

Kris Dockendorf gave an update on the traffic complaint at the intersection of Third Street South and Seventh Avenue South. She stated that staff has ordered a No-Through street sign, has called in locates and plans to install the sign this week.

Duane Krueger thanked the entire Cold Spring community for their support during the recent Minnesota State Amateur Baseball Tournament held at the Cold Spring Baseball Park.

APPROVAL OF THE AGENDA

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE THE AGENDA OF THE SEPTEMBER 8, 2015 CITY COUNCIL MEETING. MOTION PASSED 5-0.

CONSENT AGENDA

A. Minutes – August 25, 2015

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE THE MINUTES OF THE AUGUST 25, 2015 CITY COUNCIL MEETING AS PRESENTED. MOTION PASSED 5-0.

B. Authorize Advertisement for Sale of 2000 Subaru Forester

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO AUTHORIZE THE ADVERTISEMENT FOR THE SALE OF A FORFEITED 2000 SUBARU FORESTER BY SEALED BIDS. MOTION PASSED 5-0.

C. Approval of FMLA Leave

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO APPROVE FMLA LEAVE FOR ANGIE MUELLER FOR UP TO SIX WEEKS, BEGINNING SEPTEMBER 3, 2015. MOTION PASSED 5-0.

FIRE DEPT. REPORT - DAN WEBER

A. Fire Dept. Increase in Chiefs Salary

MOTION WAS MADE BY KNAPP, SECONDED BY DINGMANN TO APPROVE AN INCREASE TO THE FIRE CHIEF'S SALARY FROM \$3,500 TO \$4,000 PER YEAR, EFFECTIVE 12-1-2014. MOTION PASSED 5-0.

B. Increase to Fire Department Relief Contribution

MOTION WAS MADE BY DINGMANN, SECONDED BY KNAPP, TO APPROVE AN INCREASE IN THE CITY'S ANNUAL CONTRIBUTION TO THE FIRE DEPARTMENT RELIEF ASSOCIATION RETIREMENT FUND FROM \$16,100 TO \$16,700, EFFECTIVE FOR THE CONTRIBUTION MADE IN 2015. MOTION PASSED 5-0.

C. Accept Resignation of Firefighter Tim Lieser

MOTION WAS MADE BY HEINEN, SECONDED BY DINGMANN, TO ACCEPT THE RESIGNATION OF FIREFIGHTER TIM LIESER, EFFECTIVE SEPTEMBER 30, 2015, AND THANK HIM FOR HIS DEDICATED SERVICE. MOTION PASSED 5-0.

D. Fire and Rescue Department Officer Approval

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE THE COLD SPRING FIRE AND RESCUE DEPARTMENT'S RECOMMENDATION TO APPOINT ADAM LUBBERS AS SECRETARY EFFECTIVE OCTOBER 1, 2015. MOTION PASSED 5-0.

E. 2015 Firefest Update & Request for Council Endorsement for Firefest in 2016

Duane Krueger reported that the 2016 budget is planned to remain the same as it was in 2015. The 2015 ticket sales were down a bit from the year prior and they are still working on finalizing things from this year's Firefest. Dan Weber thanked the Cold Spring Brewing Company for their support to the event, as it could not happen if they didn't agree to shut down production at the Distribution Center for that weekend.

MOTION WAS MADE BY KNAPP, SECONDED BY DINGMANN, TO ENDORSE THE FIRE DEPARTMENT RELIEF ASSOCIATION'S ANNUAL FIREFEST, PROVIDED THAT THE EVENT IS FUNDED THROUGH THE ASSOCIATION'S GENERAL FUND. MOTION PASSED 5-0.

APPROVE OFFER OF EMPLOYMENT FOR PUBLIC WORKS DIRECTOR

Knapp explained that he was part of the hiring committee and that they found Stueve to have all the qualifications in which they were looking for. He went on to say that Stueve is a well-rounded employee and a pleasure to interview. Stueve has a Class "C" Water license, a Class "C" Wastewater license, experience in the streets and parks departments as well as experience with supervising employees.

MOTION WAS MADE BY HEINEN, SECONDED BY KNAPP, TO ACCEPT THE RECOMMENDATION OF THE HIRING COMMITTEE FOR THE PUBLIC WORKS DIRECTOR POSITION AND APPROVE THE OFFER OF EMPLOYMENT TO JON STUEVE ACCORDING TO THE TERMS AS STATED IN THE OFFER OF EMPLOYMENT DATED SEPTEMBER 8, 2015, CONTINGENT ON PASSING A PHYSICAL EXAMINATION, A DRUG TEST, AND A BACKGROUND CHECK. MOTION PASSED 4-1. RAMLER OPPOSED.

DISCUSS HOME ON ROUNDABOUT

Heinen explained that the Planning Commission had discussed this issue at their last meeting and recommended, on a vote of 3-1, to leave the home and have the County sell it as is. Ramler stated that he would like to see the home removed as he sees it as having many issues in the future, feels it will have visibility issues and feels it is a safety hazard. Knapp agreed and questioned the ease of the utility installation to which Lintgen stated that wouldn't be a concern of ours, but rather the County. Heinen and Dingmann stated that they would like to sell the home on the foundation and split the profit 50/50 with the County as proposed. Thelen questioned if there are variances that are required if the home remains, Dockendorf stated that there are no variances need as of now, but they may be needed if there were additions proposed. Tammy Paczkowski questioned if the home could be moved and Lintgen stated that is what the County generally tries to do if the home is able to be moved. Knapp questioned if the home would be taxed at the value of the sale price and if there were any assessments that would be certified to the property. Lintgen stated that there may be possible assessments, but that he would have to look into that further. Ann Harren stated some liability concerns that she had.

MOTION WAS MADE BY RAMLER, SECONDED BY KNAPP, TO REMOVE THE HOME LOCATED AT 408 5TH AVENUE NORTH FROM THE PROPERTY WHICH IT IS CURRENTLY LOCATED. MOTION PASSED 3-2. DINGMANN AND HEINEN OPPOSED.

Water/Wastewater Report, Tanya Schmidt**A. Approve Rebuilding of Two Lift Station Pumps**

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO APPROVE REBUILDING TWO 20-HP PUMPS AT LIFT STATION #1 (FROGTOWN) AT A PRICE OF \$7,376.00 FROM W.W. GOETSCH, TO BE PAID FOR OUT OF EQUIPMENT REPAIRS AND UPKEEP IN THE WASTEWATER BUDGET. MOTION PASSED 5-0.

B. Approve Processor Repair

MOTION WAS MADE BY RAMLER, SECONDED BY KNAPP, TO APPROVE THE REPAIR OF A PROCESSOR FOR THE SCADA SYSTEM AT THE TREATMENT PLANT AT A COST OF \$2,652.00 FROM IN-CONTROL, TO BE PAID FOR OUT OF EQUIPMENT REPAIRS AND UPKEEP IN THE WASTEWATER BUDGET. MOTION PASSED 5-0.

C. Approve Roof Replacement

Schmidt stated that the Prelim Building roof is in need of replacement. The current roof will be completely removed, recycled and then replaced.

MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO APPROVE REPLACING THE ROOF OF THE PRELIM BUILDING AT A COST OF \$21,970.00 FROM MCDOWALL CO., TO BE PAID FOR OUT OF BUILDING AND GROUNDS MAINTENANCE IN THE WASTEWATER BUDGET. MOTION PASSED 5-0.

CITY ENGINEER REPORT**A. 2015 Capital Improvements Project**

Lintgen stated that the 14th Avenue South connection to Highway 23, as well as 2nd Avenue South, are both now open to traffic.

B. CSAH 2/Red River Ave

Lintgen stated that the Planning Commission will be discussing the project at their September 16th meeting and any recommendations will be presented to the Council at the September 22, 2015 meeting.

C. SW Stormwater Infiltration

Lintgen stated it is his recommendation to hold off on advertising the bids to complete the SW Stormwater Infiltration system due to how late it is in the year. He has spoken with many contractors and they have stated they are just too busy to

even review any plans. It is his belief that the bids will be more favorable if we wait to bid it in the winter, with the work starting in early spring. The Council agreed that it is indeed a good idea to wait to bid the project until sometime this winter.

D. Wells

Lintgen stated that there is field work being done in order to prepare a wetland delineation report. Once the report is completed, it will be sent on to the wetland board for approval.

E. Other

Lintgen requested approval to begin the survey work and feasibility report for the Main Street reconstruction project which is scheduled for 2017. He stated it is nice for the surveyors to be able to do their work prior to having snow ground cover. The work will be on Main Street from Red River Avenue to the Main Street Bridge.

MOTION WAS MADE BY RAMLER, SECONDED BY KNAPP, TO HAVE O'MALLEY & KRON LAND SURVEYORS BEGIN THE SURVEY WORK AND STANTEC TO BEGIN THE FEASIBILITY REPORT FOR THE MAIN STREET 2017 IMPROVEMENT PROJECT. MOTION PASSED 5-0.

REQUEST FOR ADDITIONAL HELP IN ADMINISTRATION DEPT.

Dockendorf stated that Megan Matt currently works 8 hours a week out at Public Works. She requested for Matt to work an additional 12 hours in the administration department and requested that the increased hours be granted until the new City Administrator is in place.

MOTION WAS MADE BY RAMLER, SECONDED BY HEINEN, TO AUTHORIZE PUBLIC WORKS ADMINISTRATIVE ASSISTANT MEGAN MATT TO WORK IN THE ADMINISTRATION DEPARTMENT FOR UP TO 12 HOURS PER WEEK, IN ADDITION TO HER HOURS SPENT AT PUBLIC WORKS.

LIST OF BILLS AND ADDITIONS

MOTION WAS MADE BY KNAPP, SECONDED BY DINGMANN, TO REVIEW AND ACCEPT THE PAYMENT OF THE ACCOUNTS PAYABLE ACCORDING TO THE LIST TOTALING \$146,895.92 AND SUPPLEMENTAL LIST TOTALING \$9,421.23 PRESENTED BY CITY STAFF. MOTION PASSED 4-0.

GENERAL QUESTIONS AND COMMENTS FROM CITY COUNCIL OR ADMINISTRATOR

Dockendorf stated that she has sent out the City Council packets for the meeting on Friday, September 11, 2015 and asked that everyone bring them with to the meeting.

Mayor Thelen asked for a solar farm update and Dockendorf stated that there was nothing to report at this time, but will do as soon as the information is obtained.

Mayor Thelen stated that there are several businesses that have items displayed on the sidewalk in front of their business. Dockendorf stated that City Ordinance prohibits this, but that common sense needs to play a part in the decision making process as well. The Council unanimously directed staff to have the Planning Commission discuss this at their next meeting and bring it back to the Council with their recommendation.

Mayor Thelen stated that he had attended a Senior Center meeting and that they are encouraging people to help memorialize Red River Avenue as it is now, before the reconstruction which is scheduled for 2016.

ADJOURN

MOTION WAS MADE BY KNAPP, SECONDED BY HEINEN, TO ADJOURN AT 7:28 P.M., SEEING NO FURTHER BUSINESS TO COME BEFORE THE CITY COUNCIL. MOTION PASSED 4-0.

Robert R. Thelen, Mayor

Kris Dockendorf, Acting City Administrator