



City Council Meeting Minutes

Monday, December 2, 2019 - 7:00 PM

Cologne Community Center, 1211 Village Parkway

Vision Statement

The City of Cologne is a vibrant small town that respects its heritage, embraces its future and offers a high quality of life for all who live, work and visit our community.

Mayor: Matt Lein

Councilmember: Carol Szaroletta

Councilmember: Sarah Bruss

Councilmember: Rachel Lenzen

Councilmember: Nathan Kells

NOTE: AGENDA ITEMS ARE APPROXIMATE AND SUBJECT TO CHANGE ACCORDING TO LENGTH OF DISCUSSION. TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE ARRIVE AT 7:00 PM.

1. CALL MEETING TO ORDER & ROLL CALL

Mayor Lein called the meeting to order at 7:00 PM. Councilmembers Kells and Szaroletta were present. Also present: City Administrator – Jesse Dickson, City Clerk – Michelle Morrison and City Planner – Cindy Nash of Collaborative Planning. Councilmembers Bruss and Lenzen were absent.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Motion by Councilmember Szaroletta to adopt the agenda, second by Councilmember Kells. Motion carried unanimously.

4. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE

5. ADOPT CONSENT AGENDA

Items listed below are considered routine and non-controversial by the Council. There will

be no separate discussion of these items unless requested by a Councilmember, Staff or Citizen. If removed, the item will be discussed at the end of the regular agenda.

- a. November 18, 2019 Minutes**
- b. November 26, 2019 Payroll Summary**
- c. December 2, 2019 Check Summary**

Motion by Councilmember Kells to adopt the consent agenda, second by Councilmember Szaroletta. Motion carried unanimously.

6. COUNCIL BUSINESS

- a. 307 Pleasant St E Variance Denial Appeal**
 - i. Collaborative Planning Memo**

Ms. Nash reviewed her memo summarizing issues to be considered when granting a variance. Discussion included that access to the shed is an issue. While there are 10 feet on either side of the existing home, there is also a 5 foot drainage and utility easement on the west side of the building, and that it is not an unused easement, there is a utility pipe there and it is not recommended that this area be driven on. Mr. Meuwissen stated that he and his neighbor paid for the extension of the pipe in the easement. Ms. Nash stated the pipe is actively used to drain water from the street and directing it to the culvert by Hwy 212, if driving on the easement caused damage to the pipe, it would have to be repaired. Ms. Nash covered other conditions that could be included if the Council approved the variance including set back and elevation requirements, materials to be used, and removal of existing structures. In summary she stated that staff still recommends denial of the appeal. Discussion with Councilmembers continued. The use of requiring escrow funds as a method to insure that all conditions are met after construction, specifically the removal of existing structures upon completion, was discussed. The potential for damage to the drainage pipe was also discussed. Mr. Meuwissen stated that he would take responsibility if there would be any damage to the drain pipe caused by his driving over it and he also agreed that he would fix any damage.

- ii. Resolution 19-21 Approving/Denying Variance Denial Appeal**

Councilmember Kells made a motion to approve resolution 19-21 approving the variance denial appeal with the removal of item # 3, and the inclusion of a \$5,000 escrow to ensure compliance with the conditions of the variance. The motion failed due to a lack of a second. Mayor Lein made a motion to table the resolution until the

December 16 Council meeting. Second by Councilmember Szaroletta. Motion carried unanimously. Property owner Jim Meuwissen asked what more the Council needed. Elevation of the shed slab and drawing of the shed on the survey was discussed. Ms. Nash brought up that there are other items that will be needed and said that she would get a list to the City Administrator to pass on to Mr. Meuwissen. Mr. Meuwissen stated his is the lowest lot he and his neighbors had put a drain field and drain tiles between their homes. The drainage issue was addressed and Ms. Nash stated that architectural elevations would be required to get the building permit approved.

b. Community Center Gym Use

Administrator Dickson reviewed his memo on previous fees charged for the community center gym use by schools during the day. The gym has not been used during the day since Cologne Academy constructed its own gym. Currently a home school group would like to use the gym. Consensus of the Council was to reinstate the school gym use fee at \$10 per hour and add it to the fee schedule.

c. City Council Budget Workshop December 16 6:00PM

Administrator Dickson asked the Council if there was an interest in having a workshop prior to the December 16 Council meeting to review the budget for 2020. Motion by Councilmember Szaroletta to call for a workshop on December 16 at 6:00 PM, second by Councilmember Kells. Motion carried unanimously.

7. BOARD REPORT

Administrator Dickson discussed a request from M&I Homes regarding reducing the outstanding letters of credit as the project is substantially complete. Administrator Dickson would reduce the letters of credit down to 25% provided there are no objections from Council. After discussion the consensus was that the Council agreed with the reduction.

8. ANNOUNCEMENTS

9. ITEMS REMOVED FROM THE CONSENT AGENDA

10. ADJOURN

Motion by Councilmember Kells to adjourn the meeting at 8:49 PM, second by Councilmember Szaroletta. Motion carried unanimously.

CALENDAR OF EVENTS/MEETINGS

December 14	Saturday	Cologne Lions Christmas in the Park
December 16	Monday	7:00PM City Council Meeting

December 24 Tuesday City Offices Closed
December 25 Wednesday City Offices Closed

Respectfully Submitted:

Attest:

Michelle M Morrison

Michelle M Morrison, City Clerk

M. A. N.

Matt Lein, Mayor