



City Council Meeting Agenda

Monday, March 6, 2023 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**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 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. February 21, 2023 City Council Minutes
- b. March 6, 2023 Check and EFT Payment Register
- c. February 28, 2023 Payroll Summary
- d. HKGi Contract Approval

- 6. NEW COUNCIL BUSINESS**

- a. 2023 CIPP Award
- b. VFW Park Redevelopment Proposal
- c. Resolution 23-04 Ordinance 161-Q by Title and Summary
- 7. BOARD REPORTS
- 8. ANNOUNCEMENTS
- 9. ITEMS REMOVED FROM THE CONSENT AGENDA
- 10. ADJOURN

CALENDAR OF EVENTS/MEETINGS

| | | |
|---------|--------|------------------------------------|
| March 6 | Monday | 7:00PM City Council Meeting |
| April 3 | Monday | 6:00PM Planning Commission Meeting |
| April 3 | Monday | 7:00PM City Council Meeting |



City Council Meeting Agenda

Tuesday, February 21, 2023 7:00 PM
Cologne Community Center, 1211 Village Parkway

Vision Statement

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1. CALL MEETING TO ORDER & ROLL CALL

Mayor Lein called the meeting to order at 7:00 PM. Councilmembers Bruss, Lenzen and Szaroletta were present. Also present were City Engineer Jake Saulsbury, City Attorney Jake Saufley and Public Works Supervisor Brian Vos. Administrator Jesse Dickson and City Clerk Michelle Morrison attended via ZOOM. Councilmember Kells was absent.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Mayor Lein asked to remove under New Business item C) VFW Park Update noting that the discussion would take place with the budget workshop. Motion by Councilmember Lenzen to adopt the agenda as amended, second by Councilmember Bruss. Motion carried 4-0.

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. February 6, 2023 City Council Minutes**
- b. February 21, 2023 Check Summary Register**
- c. February, 2023 EFT Check Summary Register**
- d. February 14, 2023 Payroll Summary**
- e. Winkler Crossing 3rd Pipe Oversize Reimbursement**
- f. 2023 Andy's Grounds Maintenance Agreement**

Motion by Councilmember Szaroletta to approve the consent agenda, second by Councilmember Lenzen. Motion carried 4-0.

6. NEW COUNCIL BUSINESS

a) Benton Creek Area Streets

1. Feasibility Study

2. Resolution 23-03 Ordering Improvement Hearing

Jake Saulsbury updated the council on the feasibility study and work done to date for the Benton Creek Area Street Improvements. He then reviewed costs and the timeline. Discussion was had concerning easements and grant opportunities at Carver County to help with some of the costs. The consensus of the Council was to move forward with easement research and application for grant funds. The date for the public hearing was set as March 20th with potential action at the April 3 Council Meeting. After discussion Mr. Saulsbury asked for approval of Resolution 23-03 Receiving the Feasibility Study and Calling for the Public Hearing on the Benton Creek Area Improvement Project. Motion by Councilmember Bruss to approve Resolution 23-03, second by Councilmember Lenzen. Motion carried 4-0. After discussion Councilmember Bruss made a motion to authorize staff to move forward with grant submission for the bank restoration project and easement research, second by Councilmember Lenzen. Motion carried 4-0.

b) Overline & Sons Jetting and Televising Quote

Public Works Supervisor Brian Vos reviewed the bid from Overline & Sons to televise area 3 of the city which covers the Winkler Park area. After discussion Councilmember Szaroletta made a motion to accept the bid from Overline & Sons for Jetting and Televising at a cost not to exceed \$22,350.00, second by Councilmember Lenzen. Motion carried 4-0.

c) Open Pickleball Establishment

1. Staff Memo

2. Neighboring Cities Examples

3. Fee Schedule Amendment

Administrator Dickson reviewed his memo covering changes at the Community Center to meet the demand for pickleball.

7. BOARD REPORTS

a. January 2023 Sheriff's Report

8. ANNOUNCEMENTS

9. ITEMS REMOVED FROM THE CONSENT AGENDA

10. ADJOURN

Motion by Councilmember Szaroletta to adjourn at 7:35PM, second by Councilmember Lenzen. Motion carried 4-0.

Respectfully Submitted:

Attest:

Michelle Morrison

City Clerk

Matt Lein

Mayor

CITY OF COLOGNE

03/02/23 2:59 PM

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***Check Summary Register©**

Batch: 030623CR,030123,030123MVEC,030123MCCOOP,030123VISA,030123XCEL,030223XCEL,030123IT,030223Aflac,030623CR2

| Name | Check Date | Check Amt | |
|-----------------------|-----------------------------|-----------|---|
| 10100 Checking | | | |
| 1149e | NUVERA COMMUNICATIONS INC | 3/1/2023 | \$137.91 Fitness Center Cable TV - MAR |
| 1150e | MN VALLEY ELECTRIC COOPER | 2/28/2023 | \$285.40 Street Light Account |
| 1151e | MID COUNTY CO-OP | 2/28/2023 | \$2,829.84 CFD Diesel Exhaust Fluid |
| 1152e | SECURITY CARD MEMBER SER | 3/1/2023 | \$1,909.37 WWTP Internet - March |
| 1153e | XCEL ENERGY | 3/1/2023 | \$7,032.80 701 Lake St W |
| 1154e | TECHSTAR IT SOLUTIONS INC | 3/1/2023 | \$1,301.60 March IT Support |
| 1155e | AFLAC | 3/1/2023 | \$212.70 Employee Insurance March |
| 28018 | ALEX AIR APPARATUS, INC | 3/6/2023 | \$1,008.99 Compressor Service |
| 28019 | CARVER COUNTY | 3/6/2023 | \$230.00 Fiber Optic Connection |
| 28020 | COLLABORATIVE PLANNING, LL | 3/6/2023 | \$990.00 Misc. Planning |
| 28021 | LEE DVORAK | 3/6/2023 | \$50.00 Deposit Refund |
| 28022 | DWK CLEAN WATER SERVICES, | 3/6/2023 | \$600.00 WWTP Monthly Water Testing - Jan |
| 28023 | GOPHER STATE ONE-CALL (INC) | 3/6/2023 | \$13.50 Locates - Jan |
| 28024 | BECKY GRAUSAM | 3/6/2023 | \$50.00 Deposit Refund |
| 28025 | BRITTNEY HENRY | 3/6/2023 | \$50.00 Deposit Refund |
| 28026 | ID ZONE | 3/6/2023 | \$288.99 ID Bages |
| 28027 | JEFFERSON FIRE & SAFETY | 3/6/2023 | \$3,340.00 Wetting Agent & Foam |
| 28028 | JOSTAN SERVICES, INC. | 3/6/2023 | \$1,556.80 Cleaning Supplies |
| 28029 | JUDY KOETKE | 3/6/2023 | \$590.24 Deposit Refund |
| 28030 | LEAGUE OF MINNESOTA CITIES | 3/6/2023 | \$953.44 Regional Safety Training |
| 28031 | LOOMIS DEVELOPMENT LLC | 3/6/2023 | \$16,026.84 Reimburse Developer Oversize Pipe in Develo |
| 28032 | HANNAH MACHACEK | 3/6/2023 | \$112.00 Open Gym Substitute |
| 28033 | MELCHERT, HUBERT,SJODIN, P | 3/6/2023 | \$3,461.90 Misc Legal |
| 28034 | METRO WEST INSPECTION SER | 3/6/2023 | \$1,894.15 Permits Finaled -February |
| 28035 | MODERN DESIGN | 3/6/2023 | \$10,226.45 TIF Reimbursement |
| 28036 | N & J SERVICES | 3/6/2023 | \$440.00 CCC - Event Cleaning |
| 28037 | NCPERS Group Life Ins | 3/6/2023 | \$96.00 Employee Life Insurance - January |
| 28038 | PHEASANTS FOREVER | 3/6/2023 | \$100.00 Deposit Refund |
| 28039 | JAMI SCHRUPP | 3/6/2023 | \$50.00 Deposit Refund |
| 28040 | ST JOHN LUTHERAN | 3/6/2023 | \$50.00 Deposit Refund |
| 28041 | FRATTALLONES HARDWARE | 3/6/2023 | \$5.94 PW Truck Decals |
| 28042 | DANIEL HERMANN | 3/6/2023 | \$90.00 Snow Removal |
| 28043 | MN VALLEY TESTING LABS | 3/6/2023 | \$323.62 Water Analysis |
| 28044 | ZIEGLER CAT | 3/6/2023 | \$3,047.98 Loader |
| Total Checks | | | \$59,356.46 |

Clerk Treasurer

Date

FILTER: ((([Act Year]='2023' and [period] in (3))) and (Source in ('030623CR','030123','030123MVEC','030123MCCOOP','030123VISA','030123XCEL','030223XCEL','030123IT','030223Aflac','030623CR2')))

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***Check Detail Register©**

Batch: 030623CR,030123,030123MVEC,030123MCCOOP,030123VISA,030123XCEL,030223XCEL,030123IT,030223Aflac,030623CR2

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-----------------------|------------|---------------------------------------|------------|---------|-------------------------------------|
| 10100 Checking | | | | | |
| 1149 e | 03/01/23 | NUVERA COMMUNICATIONS INC | | | |
| E 101-45100-433 | | Dues and Subscriptions | \$137.91 | | Fitness Center Cable TV - MAR |
| | | Total | \$137.91 | | |
| 1150 e | 02/28/23 | MN VALLEY ELECTRIC COOPERATIVE | | | |
| E 101-43160-381 | | Electric Utilities | \$285.40 | | Street Light Account |
| | | Total | \$285.40 | | |
| 1151 e | 02/28/23 | MID COUNTY CO-OP | | | |
| E 101-42230-212 | | Motor Fuels | \$68.68 | 109932 | CFD Diesel Exhaust Fluid |
| E 101-43100-404 | | Repairs/Maint Machinery/ | \$1,958.99 | 15009 | Plow Truck repairs |
| E 602-49450-383 | | Gas Utilities | \$669.67 | 22872 | LP Water Plant |
| E 101-43100-404 | | Repairs/Maint Machinery/ | \$132.50 | 7046 | Maxtron |
| | | Total | \$2,829.84 | | |
| 1152 e | 03/01/23 | SECURITY CARD MEMBER SERVICE | | | |
| E 602-49450-320 | | Communications (GENER | \$24.95 | | WWTP Internet - March |
| E 101-41400-207 | | Computer Software/Hardw | \$77.28 | | Monthly Adobe Subscription |
| E 602-49450-320 | | Communications (GENER | \$30.00 | | WWTP Phone |
| E 101-45100-210 | | Operating Supplies (GEN | \$180.90 | | CCC Lanyards |
| E 101-41400-331 | | Travel/Education Expense | \$25.73 | | Lunch for City Council Workshop |
| E 101-45100-401 | | Repairs/Maint Buildings | \$90.13 | | Filters |
| E 101-45100-401 | | Repairs/Maint Buildings | \$123.47 | | Kickstop Replacement |
| E 101-43100-401 | | Repairs/Maint Buildings | \$78.28 | | Filters/Cleaning Supplies/Batteries |
| E 101-43100-404 | | Repairs/Maint Machinery/ | \$47.84 | | Couplings |
| E 101-43100-240 | | Small Tools and Minor Eq | \$366.85 | | Tools |
| E 602-49450-208 | | Training and Instruction | \$275.00 | | MRWA Training |
| E 601-49400-311 | | Analysis | \$17.70 | | Postage |
| E 101-41400-200 | | Office Supplies (GENERA | \$40.29 | | Envelopes |
| E 101-46200-430 | | Miscellaneous (GENERAL | \$13.97 | | Seniors |
| E 101-45100-210 | | Operating Supplies (GEN | \$516.98 | | |
| | | Total | \$1,909.37 | | |
| 1153 e | 03/01/23 | XCEL ENERGY | | | |
| E 101-41940-381 | | Electric Utilities | \$129.25 | | 701 Lake St W |
| E 101-43160-381 | | Electric Utilities | \$280.88 | | 1108 Village Pkwy Street Light |
| E 101-45200-381 | | Electric Utilities | \$13.63 | | 3002 Gold Nuggett Dr |
| E 601-49400-381 | | Electric Utilities | \$5.54 | | Well #3 |
| E 602-49470-381 | | Electric Utilities | \$34.27 | | 115 Paul Ave S |
| E 101-45100-381 | | Electric Utilities | \$3,699.74 | | Cologne Community Center |
| E 101-43100-381 | | Electric Utilities | \$18.89 | | Storage Shed |
| E 601-49400-381 | | Electric Utilities | \$2,850.60 | | 2224 Naples |
| | | Total | \$7,032.80 | | |
| 1154 e | 03/01/23 | TECHSTAR IT SOLUTIONS INC | | | |
| E 101-43100-312 | | Contractual Services | \$325.40 | 68642 | March IT Support |
| E 101-42200-310 | | Other Professional Servic | \$325.40 | 68642 | March IT Support |
| E 602-49450-312 | | Contractual Services | \$325.40 | 68642 | March IT Support |
| E 101-41400-312 | | Contractual Services | \$325.40 | 68642 | March IT Support |

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Batch: 030623CR,030123,030123MVEC,030123MCCOOP,030123VISA,030123XCEL,030223XCEL,030123IT,030223Aflac,030623CR2

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-----------------|------------|--------------------------------------|------------|---------|----------------------------------|
| Total | | | \$1,301.60 | | |
| 1155 e | 03/01/23 | AFLAC | | | |
| E 101-41400-130 | | Employer Paid Ins (GENE | \$41.52 | 016775 | Employee Insurance March |
| G 101-21705 | | Aflac | \$129.66 | 016775 | Employee Insurance March |
| E 602-49450-130 | | Employer Paid Ins (GENE | \$20.76 | 016775 | Employee Insurance March |
| E 601-49400-130 | | Employer Paid Ins (GENE | \$20.76 | 016775 | Employee Insurance March |
| Total | | | \$212.70 | | |
| 28018 | 03/06/23 | ALEX AIR APPARATUS, INC | | | |
| E 101-42230-404 | | Repairs/Maint Machinery/ | \$1,008.99 | 6506 | Compressor Service |
| Total | | | \$1,008.99 | | |
| 28019 | 03/06/23 | CARVER COUNTY | | | |
| E 101-41910-310 | | Other Professional Servic | \$45.00 | 3153 | Special Assessment Entry |
| E 101-43100-320 | | Communications (GENER | \$40.00 | 3282 | Fiber Optic Connection |
| E 101-42210-320 | | Communications (GENER | \$40.00 | 3282 | Fiber Optic Connection |
| E 101-45100-320 | | Communications (GENER | \$40.00 | 3282 | Fiber Optic Connection |
| E 601-49400-320 | | Communications (GENER | \$40.00 | 3282 | Fiber Optic Connection |
| E 602-49470-320 | | Communications (GENER | \$25.00 | 3282 | Fiber Optic Connection |
| Total | | | \$230.00 | | |
| 28020 | 03/06/23 | COLLABORATIVE PLANNING, LLC | | | |
| E 101-41910-310 | | Other Professional Servic | \$990.00 | 047 | Misc. Planning |
| Total | | | \$990.00 | | |
| 28021 | 03/06/23 | LEE DVORAK | | | |
| G 101-22000 | | Deposits | \$50.00 | | Deposit Refund |
| Total | | | \$50.00 | | |
| 28022 | 03/06/23 | DWK CLEAN WATER SERVICES, LLC | | | |
| E 602-49450-312 | | Contractual Services | \$600.00 | 223 | WWTP Monthly Water Testing - Jan |
| Total | | | \$600.00 | | |
| 28023 | 03/06/23 | GOPHER STATE ONE-CALL (INC) | | | |
| E 101-43100-310 | | Other Professional Servic | \$13.50 | 3020309 | Locates - Jan |
| Total | | | \$13.50 | | |
| 28024 | 03/06/23 | BECKY GRAUSAM | | | |
| G 101-22000 | | Deposits | \$50.00 | | Deposit Refund |
| Total | | | \$50.00 | | |
| 28025 | 03/06/23 | BRITTNEY HENRY | | | |
| G 101-22000 | | Deposits | \$50.00 | | Deposit Refund |
| Total | | | \$50.00 | | |
| 28026 | 03/06/23 | ID ZONE | | | |
| E 101-45100-210 | | Operating Supplies (GEN | \$288.99 | 6925568 | ID Bages |
| Total | | | \$288.99 | | |
| 28027 | 03/06/23 | JEFFERSON FIRE & SAFETY | | | |
| E 101-42230-210 | | Operating Supplies (GEN | \$3,340.00 | 300081 | Wetting Agent & Foam |

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Batch: 030623CR,030123,030123MVEC,030123MCCOOP,030123VISA,030123XCEL,030223XCEL,030123IT,030223Aflac,030623CR2

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-------------------|------------|---------------------------------------|-------------|---------|---|
| Total | | | \$3,340.00 | | |
| 28028 | 03/06/23 | JOSTAN SERVICES, INC. | | | |
| E 101-45100-401 | | Repairs/Maint Buildings | \$1,170.50 | 8789 | CCC Cleaning - FEB |
| E 101-45100-223 | | Building Repair Supplies | \$386.30 | 8789 | Cleaning Supplies |
| Total | | | \$1,556.80 | | |
| 28029 | 03/06/23 | JUDY KOETKE | | | |
| G 101-22000 | | Deposits | \$150.00 | | Deposit Refund |
| R 101-00000-34793 | | Gym Fees/Rentals | \$410.00 | | Events Cancelled |
| G 101-20300 | | Sales Tax Payable | \$28.19 | | Events Cancelled |
| G 101-20301 | | Sales Tax Payable - Trans | \$2.05 | | Events Cancelled |
| Total | | | \$590.24 | | |
| 28030 | 03/06/23 | LEAGUE OF MINNESOTA CITIES | | | |
| E 601-48930-208 | | Training and Instruction | \$317.82 | 377038 | Regional Safety Training |
| E 602-49450-208 | | Training and Instruction | \$317.81 | 377038 | Regional Safety Training |
| E 101-43100-331 | | Travel/Education Expense | \$317.81 | 377038 | Regional Safety Training |
| Total | | | \$953.44 | | |
| 28031 | 03/06/23 | LOOMIS DEVELOPMENT LLC | | | |
| E 601-49400-500 | | Capital Outlay (GENERAL | \$11,324.29 | | Reimburse Developer Oversize Pipe in Developers Agreement |
| E 602-49450-500 | | Capital Outlay (GENERAL | \$4,702.55 | | Reimburse Developer Oversize Pipe in Developers Agreement |
| Total | | | \$16,026.84 | | |
| 28032 | 03/06/23 | HANNAH MACHACEK | | | |
| E 101-45100-101 | | Wages and Salaries | \$112.00 | | Open Gym Substitute |
| Total | | | \$112.00 | | |
| 28033 | 03/06/23 | MELCHERT, HUBERT,SJODIN, PLLP | | | |
| E 101-41600-304 | | Legal Fees | \$2,388.10 | 166129 | Misc Legal |
| E 101-41600-304 | | Legal Fees | \$1,073.80 | 166130 | 113 Paul Ave No |
| Total | | | \$3,461.90 | | |
| 28034 | 03/06/23 | METRO WEST INSPECTION SERVICES | | | |
| E 101-42400-310 | | Other Professional Servic | \$1,894.15 | | Permits Finaled -February |
| Total | | | \$1,894.15 | | |
| 28035 | 03/06/23 | MODERN DESIGN | | | |
| E 501-41150-725 | | TIF Reimbursement | \$10,226.45 | | TIF Reimbursement |
| Total | | | \$10,226.45 | | |
| 28036 | 03/06/23 | N & J SERVICES | | | |
| E 101-45100-300 | | Professional Srvs (GENE | \$440.00 | 218 | CCC - Event Cleaning |
| Total | | | \$440.00 | | |
| 28037 | 03/06/23 | NCPERS Group Life Ins | | | |
| E 101-41400-130 | | Employer Paid Ins (GENE | \$48.00 | | Employee Life Insurance - January |
| E 601-49400-130 | | Employer Paid Ins (GENE | \$16.00 | | Employee Life Insurance - January |
| E 602-49450-130 | | Employer Paid Ins (GENE | \$16.00 | | Employee Life Insurance - January |

CITY OF COLOGNE

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***Check Detail Register©**

Batch: 030623CR,030123,030123MVEC,030123MCCOOP,030123VISA,030123XCEL,030223XCEL,030123IT,030223Aflac,030623CR2

| Check # | Check Date | Vendor Name | Amount | Invoice | Comment |
|-----------------|------------|-------------------------------|--------------------|-----------|-----------------------------------|
| E 101-43100-130 | | Employer Paid Ins (GENE | \$16.00 | | Employee Life Insurance - January |
| | | Total | \$96.00 | | |
| 28038 | 03/06/23 | PHEASANTS FOREVER | | | |
| G 101-22000 | | Deposits | \$100.00 | | Deposit Refund |
| | | Total | \$100.00 | | |
| 28039 | 03/06/23 | JAMI SCHRUPP | | | |
| G 101-22000 | | Deposits | \$50.00 | | Deposit Refund |
| | | Total | \$50.00 | | |
| 28040 | 03/06/23 | ST JOHN LUTHERAN | | | |
| G 101-22000 | | Deposits | \$50.00 | | Deposit Refund |
| | | Total | \$50.00 | | |
| 28041 | 03/06/23 | FRATTALLONES HARDWARE | | | |
| E 101-43100-404 | | Repairs/Maint Machinery/ | \$5.94 | | PW Truck Decals |
| | | Total | \$5.94 | | |
| 28042 | 03/06/23 | DANIEL HERMANN | | | |
| E 101-43100-101 | | Wages and Salaries | \$90.00 | | Snow Removal |
| | | Total | \$90.00 | | |
| 28043 | 03/06/23 | MN VALLEY TESTING LABS | | | |
| E 602-49450-311 | | Analysis | \$161.81 | 1186296 | Water Analysis |
| E 602-49450-311 | | Analysis | \$161.81 | 1187091 | Water Analysis |
| | | Total | \$323.62 | | |
| 28044 | 03/06/23 | ZIEGLER CAT | | | |
| E 101-43100-404 | | Repairs/Maint Machinery/ | \$3,047.98 | 000297503 | Loader |
| | | Total | \$3,047.98 | | |
| | | 10100 Checking | \$59,356.46 | | |

Fund Summary

10100 Checking

| | |
|-----------------------------|--------------------|
| 101 GENERAL FUND | \$27,172.27 |
| 501 TAX INCREMENT FINANCING | \$10,226.45 |
| 601 WATER FUND | \$14,592.71 |
| 602 SEWER FUND | \$7,365.03 |
| | \$59,356.46 |

Clerk Treasurer

Date

| City of Cologne Payroll 28-Feb-23 | | | | | |
|--------------------------------------|------|--------------|----|-----------|---------------------------|
| Employee | | EFT | \$ | 12,120.65 | February 28, 2023 Payroll |
| IRS | 1094 | EFT | \$ | 4,585.02 | February 28, 2023 Payroll |
| MN Department of Revenue | 1095 | EFT | \$ | 797.98 | February 28, 2023 Payroll |
| PERA | 1096 | EFT | \$ | 2,456.37 | February 28, 2023 Payroll |
| | | Total | \$ | 19,960.02 | |



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: [952] 448-8838
Fax: [952] 448-8805
Bolton-Menk.com

February 23, 2023

City of Cologne
Attn: Jesse Dickson
1211 Village Parkway
PO Box 120
Cologne, MN 55322

RE: 2023 Sanitary Sewer CIPP Project

Honorable Mayor and City Council Members:

Bids were received on February 22, 2023, for the above referenced project. The proposed work includes all materials and labor necessary to rehabilitate approximately 3,000 lineal feet of existing sanitary sewer pipe. Four bids were received for the project. The low bid was submitted by Visu-Sewer, Inc. of Pewaukee, Wisconsin. The low bid was approximately 8% below the estimated amount of \$171,000. Below is a tabulation of the bids:

| | | |
|---|-------------------------|--------------|
| 1 | Visu-Sewer | \$157,648.75 |
| 2 | S.J. Louis Companies | \$163,104.00 |
| 3 | Hydro-Klean | \$168,999.89 |
| 4 | Insituform Technologies | \$174,497.90 |

A review of the bid prices shows that the bid received from Visu-Sewer is competitive. They are a familiar contractor in this specialty industry and have successfully completed other recent projects in the area, thereby having shown themselves as a responsible contractor.

Based on the items above, we recommend the City award a construction contract in the amount of **\$157,648.75** to Visu-Sewer.

I am available to answer any questions that you may have.

Sincerely,

Bolton & Menk, Inc.

Jake S. Saulsbury, P.E.

cc: Brian Vos, City of Cologne
Mitchell Hoeft, Bolton & Menk



Please Make PO's & Contracts Out To:

Landscape Structures, Inc.
601 7th St. S
Delano, MN 55328

Please Remit Payment To:

Landscape Structures, Inc.
SDS 12-0395 PO Box 86
Minneapolis, MN 55486-0395

We are pleased to submit this proposal to supply the following products/services:

[illegible]

Quotes from Landscape Structures, Inc. are subject to current Landscape Structures, Inc. policies as well as Terms & Conditions, Inclusions & Exclusions outlined below unless noted otherwise on this quote. Changes are subject to price adjustment. Sales tax, if applicable, will be applied unless a tax-exempt certificate is provided at the time of order entry. Customer deposits, if required, must be received before orders will be entered & installation scheduled. Purchases in excess of \$1,000.00 must be supported by a formal Purchase Order made out to Landscape Structures, Inc.

Minnesota State Contract #218091

***Terms: Net 30 days; 1.5% finance charge on balances over 30 days**

Terms & Conditions

Contract: Seller's Copy of signed quote represents the contract between Seller and Buyer. This form supersedes all previous communications and negotiations and constitutes the entire agreement between the parties. Any changes to this contract are not binding unless jointly agreed in writing via Change Order.

Project Scope *(This Section For Quotes Including Installation)***Inclusions:**

- One Mobilization
- Accepting & Unloading of Order Prior to Installation
- Unpacking of Play Equipment
- Assembly of Play Equipment
- Placing, Digging or Surface Mounting Equipment (as specified)
- Concrete for Play Equipment Footings
- Standard Insurance Offer (Detail Provided Upon Request)
- Standard Warranty Offer (Detail Provided Upon Request)
- Standard Wage Rates

Exclusions (Unless Specifically Quoted):

- Storage or Security of Equipment
- Private Utility Locates (irrigation, low voltage, lighting, etc.)
- Additional Labor Due to Site Access. Require 8' Wide Clearance from Staging Area to Play Space.
- Additional Labor and/or Related Costs Due to Subsurface Conditions (Rock, Hardpan, Heavy Clay, Ground Water, etc.)
- Additional Labor and/or Related Costs Due to Working in Unstable Soils (Sand, Pea Rock, Mud, Poor Site Drainage, etc.)
- Offsite Removal of Spoils From Footing Holes or Other Excavation. Can be stockpiled for owner removal or left in play space
- Disposal of Packing Material. Can be Stockpiled for Owner Removal or Deposited in Owners Onsite Dumpster
- Removal of Existing Play Equipment, Border or Safety Surfacing Material
- Site Work of Any Kind. Exclusions include, site grading (owner to provide max slope of 1%), site restoration, drainage, etc.
- Border for Play Space
- Bonding of Any Type
- Permits of Any Kind

Acceptance of Quotation:

| | | | |
|----------------------------|------------|-------------------------|-----------------------|
| Accepted By (Print) | Nate Kells | PO#: | |
| Signature: | | Email: | nathank@colognemn.com |
| Title: | | Phone: | |
| Date: | | Purchase Amount: | \$122,802.84 |





Please Make PO's & Contracts Out To:

Flagship Recreation
11123 Upper 33rd St. N
Lake Elmo, MN 55042

Please Remit Payment To:

Flagship Recreation
11123 Upper 33rd St. N
Lake Elmo, MN 55042

We are pleased to submit this proposal to supply the following products/services:

| QTY | ITEM # | Description | UNIT PRICE | EXT. PRICE |
|-------|-----------|--|------------|-----------------|
| 1 | MOB | Mobilization | | \$750.00 |
| 2 | DUMPSTER | Dumpster - Disposal / Equipment Packing (30 Yard) | | \$1,500.00 |
| | | | | |
| 4,073 | SITE WORK | Excavation (new container) | | \$5,274.01 |
| 114 | SITE WORK | Hauling of Excavated Material (CY) | | \$2,651.17 |
| 114 | SITE WORK | Disposal of Excavated Material (CY) | | \$664.27 |
| | | | | |
| 122 | BORDER | Concrete Border (6"W x 12"D) | | \$5,055.18 |
| | | | | |
| 1 | INSTALL | Playground Installation by Landscape Structures Certified Installers | | \$16,306.45 |
| | | | | |
| 159 | SUBGRADE | Compacted Class 5 Base for PIP or Turf Surfacing | | \$9,668.76 |
| | | | | |
| 330 | SUBGRADE | Drain Tile (Approval needed from Engineer) | | \$5,332.80 |
| | | | | |
| 4,073 | SURFACING | Poured In Place or Turf | | \$89,130.82 |
| | | - 50/50 tan & black speckle mix (no design) | | |
| | | - 7-year Aromatic Binder Warranty | | |
| | | *Site Security required up to 72 hours after installation - Damage not warrantied | | BY OWNER |
| | | | | |
| | | | | |
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| | | | | |
| | | | | |
| | | | | |
| | | Option 1 available upon request (cost not included in quote) TOTAL= \$54,810 | | |
| | | 5-12 POD ADD-ON site prep and equipment Installation | | |
| | | Fitness Equipment ADD-ON site prep and equipment & Installation | | |
| | | PIP Surfacing & Base | | |
| | | Curbing | | |
| | | | | |
| | | | | |
| | | | Subtotal | \$136,333.46 |
| | | | Sales Tax | Tax Exempt Cert |
| | | | Total | \$136,333.46 |

Quotes from Flagship Recreation. are subject to current Flagship Recreation policies as well as Terms & Conditions, Inclusions & Exclusions outlined below unless noted otherwise on this quote. Changes are subject to price adjustment. Sales tax, if applicable, will be applied unless a tax-exempt certificate is provided at the time of order entry. Customer deposits, if required, must be received before orders will be entered & installation scheduled. Purchases in excess of \$1,000.00 must be supported by a formal Purchase Order made out to Flagship Recreation

Minnesota State Contract #218091

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- Border for Play Space
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- Permits of Any Kind

Acceptance of Quotation:

| | |
|---------------------------------------|--------------------------------------|
| Accepted By (Print) Nate Kells | PO#: |
| Signature: | Email: nathank@colognemn.com |
| Title: | Phone: |
| Date: | Purchase Amount: \$136,333.46 |

CITY OF COLOGNE FEE SCHEDULE
Fee Schedule Effective January 1, 2023 per Ordinance 161-Q

UTILITIES**Storm Water Rates (monthly)**

| | |
|---------------------------------------|--------|
| Residential | \$3.50 |
| Commercial (1/4 acre or less) | \$3.50 |
| Commercial (>1/4 acre up to 1/2 acre) | \$4.00 |
| Commercial (>1/2 acre up to 3/4 acre) | \$4.50 |
| Commercial (>3/4 acre) | \$5.00 |

Water Rates

| | |
|--|---------------------|
| Base Fee | \$14.00 |
| 0-7,500 | \$7.32/1000 |
| 7,501-20,000 | \$7.93/1,000 |
| 20,001-50,000 | \$8.85/1,000 |
| 50,001-100,000 | \$9.73/1,000 |
| Over 100,000 | \$10.68/1,000 |
| MN Water Supply Service Connection Fee | \$0.81/month |
| Hydrant Sales - Taxable | \$7.50/1000 gallons |
| Hydrant Connection Fee | \$65.00 hookup fee |
| Water Disconnect/Reconnect Fee | \$75.00 each |
| Water Plant Fee | \$9.00/month |

Sewer Rates

| | |
|---|--|
| Based on average use May-October and actual use November-April | \$7.20 per 1000 gallons of water ERU (Equivalent Resident Unit) \$15.50/month |
|---|--|

Utility Connection Fees

| | |
|---------------------|------------|
| Water Hookup | \$140.00 |
| Water Meter | \$500.00 |
| Water Permit | \$65.00 |
| Water Access Charge | \$5,000.00 |
| Sewer Hookup | \$140.00 |
| Sewer Permit | \$65.00 |
| Sewer Access Charge | \$4,000.00 |
| Curbstop Cover* | \$150.00 |

*Required for curbstop located in driveway or other bituminous, as determined by Public Works Superintendent.

LIQUOR LICENSES**Annual**

| | |
|---|------------|
| On-Sale Liquor | \$1,750.00 |
| Off-Sale Liquor | \$100.00 |
| CCC On-Sale Liquor | \$525.00 |
| Sunday Liquor | \$200.00 |
| On-Sale Wine | \$310.00 |
| 3.2 License (Commercial) | \$110.00 |
| 3.2 License (Non-profit) | \$55.00 |
| On-Sale Wine and Malt Beverage License (Ball Clubs, etc.) | \$525.00 |

Temporary

| | |
|---|----------|
| 1-3 Day Intoxicating | \$55.00 |
| 1-3 Day Intoxicating (If a Special Council Meeting is required) | \$160.00 |
| 3.2 License | \$30.00 |

New Licenses

| | |
|-------------------|----------|
| Investigation Fee | \$350.00 |
|-------------------|----------|

MISCELLANEOUS ANNUAL LICENSES & OTHER FEES

| | |
|---|--------------------------------------|
| Adult Use Permit Fee | \$3,570.00 |
| Adult Use Permit Investigation Fee | \$310.00 |
| Sanitation/Solid Waste Haulers (up to 3 licensees per year) | \$175.00 per vehicle used in Cologne |
| Peddler, Transient Merchant | \$200.00 Annual License Fee |
| Solicitor | No Charge |
| Utilities/Special Assessment Search (written) | \$35.00 |
| Returned Checks | \$35.00 |
| Utility Installation Review 4 Blocks or< | \$80.00 |
| Utility Installation Review 4 Blocks or> | \$160.00 |
| Rental Property Inspection (inc. 1 reinspect.) | \$55 base/\$12.00 Unit Bi-annually |
| Rental Property Reinspections>2 | \$80/ea. Additional |
| Late Fee - Utility Bills | 5% of past due balance/month |

CITY OF COLOGNE FEE SCHEDULE
Fee Schedule Effective January 1, 2023 per Ordinance 161-Q

| | |
|------------------------|---------|
| Late Fee - Other Items | 18% APR |
|------------------------|---------|

BUILDING PERMITS**Total Valuation****Building Permit Fee**

| | |
|--------------------------------|--|
| \$1.00 to \$500.00 | \$25.50 |
| \$501.00 to \$2,000.00 | \$25.50 for the first \$500.00, plus \$3.32 for each additional \$100.00, or fraction thereof, to and including \$2,000.00 |
| \$2,001.00 to \$25,000.00 | \$75.30 for the first \$2,000.00, plus \$15.05 for each additional \$1000.00, or fraction thereof, to and including \$25,000.00 |
| \$25,001.00 to \$50,000.00 | \$431.80 for the first \$25,000.00, plus \$10.97 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00 |
| \$50,001.00 to \$100,000.00 | \$706.05 for the first \$50,000.00, plus \$7.65 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00 |
| \$100,000.00 to \$500,000.00 | \$1,088.55 for the first \$100,000.00, plus \$6.12 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00 |
| \$500,000.00 to \$1,000,000.00 | \$3,536.55 for the first \$500,000.00, plus \$5.10 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00 |
| \$1,000,000 and up | \$6,086.55 for the first \$1,000,000.00, plus \$4.08 for each additional \$1,000.00, or fraction thereof |
| State Surcharge Fee | 0.0005 of Building Valuation - Minimum of \$0.50 |

Additional Building Permit Fees

| | |
|---|-------------------------------------|
| Residential Zoning Fee | \$110.00 |
| Plumbing Fee (Includes Sprinkler/Irrigation) add \$1.00 state surcharge | \$6.00/fixture - minimum of \$50.00 |
| Mechanical Fee add \$1.00 state surcharge | \$70.00 |
| Reroofing add \$1.00 state surcharge | \$80.00 |
| Residing add \$1.00 state surcharge | \$80.00 |
| Rewindow (Same Size; Requires Rewindow worksheet) | \$80.00 |
| Front/Exterior Doors add \$1.00 state surcharge | \$80.00 |
| Fence / Accessory Structure (150 sq ft or less) Fee | \$50.00 |
| Plan Check Fee | 67% of Building Permit Fee |
| Redundant Plan Check Fee | 27% of Building Permit Fee |
| Fixed Cost Building Permit Surcharge (currently \$1.00 for fixed fees) | Rate set by state |
| Erosion Control Fee | \$30.00 |
| Trail / Transportation (M/I Homes) Fee | \$735.00 |

LAND USE FEES**Preliminary Plat Applications**

| | |
|--------------------------------|--|
| Residential Escrow* | \$1,100.00 (To be replenished when balance falls below \$200.00) |
| Residential Processing Fee | \$510.00 plus \$30.00/lot |
| Non-residential Escrow | \$1,200.00 (To be replenished when balance falls below \$200.00) |
| Non-residential Processing Fee | \$850.00 plus \$30.00/lot |

Final Plat Applications

| | |
|-------------------|-------------|
| Civil Defense Fee | \$40.00 ERU |
| Map Updating Fee | \$12.50/lot |

Concept Plan Review/Site Plan Review Deposit**

| | |
|-----------------------------|----------|
| Residential - Single Lot | \$110.00 |
| Residential - Multiple Lots | \$510.00 |
| Commercial Lot | \$255.00 |

Variances, Interim Use Permits, and Other Requests Requiring a Public Hearing

| | |
|---------------------|------------|
| Application Fee | \$255.00 |
| Consulting Escrow** | \$1,000.00 |

**Actual costs will be deducted, any unused portion will be refunded. Excess costs will be billed to applicant.

Sign Permits

| | |
|-----------|-----------|
| Permanent | \$60.00 |
| Temporary | No Charge |

COLOGNE FITNESS CENTER**Monthly Rates**

| | |
|----------------------------------|---------|
| Single - Resident | \$20.00 |
| Single - Business Owner/Employee | \$21.00 |
| Single - Regular | \$24.00 |

CITY OF COLOGNE FEE SCHEDULE
Fee Schedule Effective January 1, 2023 per Ordinance 161-Q

| | |
|-------------------------------------|--------|
| Second Family Member | \$9.00 |
| Each Additional After Second Member | \$5.00 |
| Daily Rate | \$3.00 |

Monthly City Employee/CFD/Elected Officials Rates

| | |
|-------------------------------------|-----------|
| Single | No Charge |
| Second Family Member | \$9.00 |
| Each Additional After Second Member | \$5.00 |

Other Charges

| | |
|---|-----------|
| Initial Signup Fee - First Member | \$20.00 |
| Signup Fee for Each Additional Member | \$10.00 |
| Lost Card Replacement | \$15.00 |
| Reactivate Account | \$10.00 |
| 30-Day Notice to Discontinue Membership | No Charge |

FACILITY RENTALS: COLOGNE COMMUNITY CENTER**Conference Room**

| | |
|----------|---------------------------|
| Per Hour | \$20.00/hr - Max \$50/day |
|----------|---------------------------|

Community Room (per day)

| | |
|--|---------|
| Resident (Fri - Sun & Holidays) | \$60.00 |
| Regular (Fri - Sun & Holidays) | \$80.00 |
| Resident (Mon - Thurs, excluding holidays) | \$40.00 |
| Regular/Com. (Mon - Thurs, excl. holidays) | \$50.00 |

Gymnasium

| | |
|--|------------------------------|
| Sporting Events / Practices / Activities | \$22.50/hr |
| Fitness Classes (Minimum 6 classes) | \$10.00/class - Up to 1 hour |
| Monday - Friday 5:00 a.m.-3:30 p.m. School Rentals | \$10.00/hr |
| Open Pickleball (resident) | \$2/hr |
| Open Pickleball (non-resident) | \$5/hr |

Social Gatherings (Gym & Serving Kitchen)

| | |
|---------------------------|---------|
| Per Hour (4 hour minimum) | \$40/hr |
|---------------------------|---------|

Birthday Party Rental

| | |
|------------------------------|---------|
| 3 hrs. gym & serving kitchen | \$90.00 |
|------------------------------|---------|

Gymnasium - Weddings/Large Event (Full day use)

| | |
|--------------------------------|----------|
| Facility Charge | \$550.00 |
| Event Clean Up and Takedown | \$400.00 |
| Event Security | \$200.00 |
| Full Drapery | \$500.00 |
| Ceiling Drapery | \$350.00 |
| Accessory Drapery (All Pieces) | \$150.00 |
| Stage Drapery Only | \$50.00 |

Wedding - Additional Services

| | |
|--|-------------|
| Wedding Setup | \$250.00 |
| Place Setting (Dishes/Utensils/Water Glass) | \$.50 each |
| Wedding Early Access - 11 am day before (If Avail) | \$100.00 |

Serving Kitchen

| | |
|--------------|---------|
| Daily Rental | \$30.00 |
|--------------|---------|

Damage Deposits

| | |
|--|------------|
| Wedding / Large Event | \$1,000.00 |
| Social Gathering | \$100.00 |
| Community Room / Birthday Party / Louis Hall | \$50.00 |

MISCELLANEOUS**Photocopy fees**

| | |
|------------------------|-----------------|
| Black and White 8.5X11 | \$0.25 per page |
| Black and White 11X17 | \$0.50 per page |
| Color 8.5X11 | \$0.50 per page |
| Color 11X17 | \$1.00 per page |

Old Fire Station

| | |
|--------|--------|
| Tables | \$7.50 |
| Chairs | \$2.00 |

**CITY OF COLOGNE
RESOLUTION NO. 23-04
RESOLUTION APPROVING PUBLICATION OF
ORDINANCE NO. 161-Q BY TITLE AND SUMMARY**

WHEREAS, on March 6, 2023 the City Council of the City of Cologne adopted Ordinance No. 161-Q entitled “An Ordinance Establishing Certain Fees for License, Permits, Land Use and Zoning Matters, Water and Sewer Rates and Related Matters”; and

WHEREAS, the ordinance amends the fees for numerous city licenses, permits and service; and

WHEREAS, Minnesota Statutes, Section 412.191, subdivision 4 allows publication by title and summary in the case of lengthy ordinances upon a vote of 4/5 of the Council; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the ordinance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLOGNE:

1. The City Council of the City of Cologne has adopted Ordinance No. 161-Q. The Ordinance establishes fees for city licenses, permits and services.
2. The City Clerk is directed to publish this resolution in lieu of publication of the entire ordinance.
3. The City Clerk is directed to post a copy of the entire text of Ordinance No. 161-Q on the City Hall bulletin board for a period of not less than thirty (30) days. In addition, a printed copy of Ordinance No. 161-Q is available for inspection by any person during regular office hours at the Cologne City Hall.

Adopted by the City Council of the City of Cologne, Minnesota, this 6th day of March, 2023.

Matt Lein, Mayor

ATTEST:

Michelle Morrison
City Clerk

M/ _____

Lein

Kells

S/ _____

Lenzen

Szaroletta

Bruss