



## City Council Meeting Agenda

Monday, December 18, 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. **December 4, 2023 City Council Minutes**
- b. **December 11, 2023 Special Meeting Minutes**
- c. **December 18, 2023 Check Summary Register**
- d. **December 19, 2023 Payroll Summary**
- e. **Cologne Fire 4<sup>th</sup> Quarter Payroll Summary**

**f. Cologne City Council & Planning Commission Annual Payroll Summary**

**6. NEW COUNCIL BUSINESS**

- i. Chad Vos – Cologne Fire Chief**
  - 1. BKV Fire Department Presentation**
  - 2. Cologne Fire Relief Association Donation**
- ii. Jake Saulsbury – Bolton & Menk**
  - 1. Benton Lake Outlet Update**
- iii. PUBLIC HEARING: Truth in Taxation Hearing**
- iv. Resolution 23-34 Approving 2024 Budget**
- v. Resolution 23-35 Final Tax Levy Collectible 2024**
- vi. PUBLIC HEARING: Fee Schedule 2024**
- vii. Resolution 23-36 Approving Ord. No. 161-Q By Title and Summary**
- viii. 2024 Holidays**
- ix. 2024 City Council Meeting Schedule**
- x. 2024 City Council Appointments**
- xi. City Administrator Update**

**7. BOARD REPORTS**

- a. November Sheriff's Report**

**8. ANNOUNCEMENTS**

**9. ITEMS REMOVED FROM THE CONSENT AGENDA**

**10. ADJOURN**

**CALENDAR OF EVENTS/MEETINGS**

December 25	Monday	Christmas – Offices Closed
January 1	Monday	New Year's Day – Offices Closed
January 2	Tuesday	6:00PM Planning Commission Meeting
January 2	Tuesday	7:00PM City Council Meeting



## City Council Meeting Minutes

Monday, December 4, 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**

Mayor Lein called the meeting to order at 7:00 PM. Councilmembers Bruss, Kells, Lenzen and Szaroletta were present. Also present were City Administrator Jesse Dickson and City Clerk Michelle Morrison.

### **2. PLEDGE OF ALLEGIANCE**

### **3. ADOPT AGENDA**

Motion by Councilmember Szaroletta to adopt the agenda, second by Councilmember Lenzen. 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 20, 2023 City Council Minutes**
- b. December 4, 2023 Check Summary Register**
- c. December 5, 2023 Payroll Summary**
- d. Benton Creek Area Pay Request #2**
- e. Benton Creek Geotech Pay Request #2**
- f. Cologne Lions Temp Liquor License February 10, 2024**

After discussion, Councilmember Lenzen made a motion to approve the consent agenda, second by Councilmember Szaroletta. Motion carried unanimously.

## **6. NEW COUNCIL BUSINESS**

### **i. Fritz Field Shelter**

Mayor Lein reviewed the proposed shelter that the Cologne Hollanders have purchased and would like to locate on Fritz Field. The primary use is for extended batting practice. The location and size were discussed, a permit is currently under review at MetroWest Inspection Services. The assembly and monthly maintenance checks as required in the assembly book would be the responsibility of the Hollander Base Ball Team. There is no electricity to the structure and no lights. After discussion Councilmember Kells made a motion to approve the Fritz Field Shelter subject to the permit being approved by MetroWest Inspection Services, second by Councilmember Lenzen. Motion carried unanimously.

### **ii. 2024 Sheriff's Contract**

Administrator Dickson reviewed the proposed contract with Council noting 2024 will have increased police coverage and the budgeted amount will also go up \$60,000. After discussion Councilmember Bruss made a motion approving the 2024 Sheriff Contract, second by Councilmember Szaroletta. Motion carried unanimously.

## **7. BOARD REPORTS**

### **a. 2024 Annual Appointments**

Mayor Lein provided Councilmembers with the current appointments and asked them to consider any changes that may be needed for 2025 and be prepared to discuss at the December 18 meeting.

## **8. ANNOUNCEMENTS**

## **9. ITEMS REMOVED FROM THE CONSENT AGENDA**

## **10. ADJOURN**

Motion by Councilmember Szaroletta to adjourn at 7:30 PM, second by Councilmember Lenzen. Motion carried unanimously.

Respectfully Submitted:

Attest:

---

Michelle Morrison

City Clerk

---

Matt Lein

Mayor

# City Council Special Meeting Minutes

*December 11, 2023 - 5:00 PM*

---

## **1. CALL MEETING TO ORDER & ROLL CALL**

The meeting was called to order at 5:00 PM. Mayor Lein and Councilmembers Bruss, Kells, Lenzen and Szaroletta were present. Also present: City Administrator – Jesse Dickson and City Clerk – Michelle Morrison

## **2. COUNCIL BUSINESS**

### **a. Accept Resignation of City Administrator**

Councilmember Bruss made a motion to accept Jesse Dickson's voluntary resignation from his position of employment with the City of Cologne as its city administrator effective December 22, 2023 and to approve his accrued, but unused sick and vacation benefits being paid to him in accordance with the City's employee handbook in an amount not to exceed \$21,003.08 and to not pay out any severance under his February 21, 2017 Employment Agreement. Second by Councilmember Szaroletta. Motion carried unanimously.

### **b. Ad Hoc Committee**

Motion by Councilmember Szaroletta to appoint mayor Lein and Councilmember Bruss to an ad hoc committee to develop a plan to move forward. Second by Councilmember Kells. Motion carried unanimously.

Motion by Councilmember Lenzen to adjourn at 5:10 PM, second by Councilmember Bruss. Motion carried unanimously.

Respectfully Submitted:

Attest:

---

Michelle Morrison, City Clerk

---

Matt Lein, Mayor







**\*Check Detail Register©**

Batch:

120523Metrowest,120523UltimateSafety,120823HealthPartners,120823Republic,120823Aflac,120523Broadband,120523Techstar,120723SecurityVisa,121823CR,120728Frattallones,120823Aspen Mills,120823Frattalone  
CFD,120823AlexAir,120823RecTech,120823CFDVisa,121123ECM,1211c3Centerpoint,121123UFC,121123Carco,121223PerMar,121523FDU,121523Circlek,121323Malchert,121323CarcoCFD

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 Checking</b>					
<b>1612 e</b>	12/01/23	<b>METRO WEST INSPECTION SERVICES</b>			
E 101-42400-310		Other Professional Servic	\$8,556.16	3923	Permits Finaled -November
		Total	\$8,556.16		
<b>1613 e</b>	12/01/23	<b>ULTIMATE SAFETY CONCEPTS, INC.</b>			
E 101-42230-240		Small Tools and Minor Eq	\$70.96	208382	CFD Personal Property Box
		Total	\$70.96		
<b>1614 e</b>	12/04/23	<b>HEALTH PARTNERS</b>			
G 101-21706		Health/Dental Ins	\$3,521.88		Employee Medical and Dental Insurance - January
		Total	\$3,521.88		
<b>1615 e</b>	12/04/23	<b>REPUBLIC SERVICES</b>			
E 101-41940-384		Refuse/Garbage Disposal	\$196.68		PW Garbage
E 101-42210-384		Refuse/Garbage Disposal	\$136.82		CFD Garbage
E 101-45100-384		Refuse/Garbage Disposal	\$306.14		CCC Garbage
E 101-45200-384		Refuse/Garbage Disposal	\$136.82		Lions Park Garbage
		Total	\$776.46		
<b>1616 e</b>	12/04/23	<b>AFLAC</b>			
E 101-41400-130		Employer Paid Ins (GENE	\$37.88	226954	Employee Insurance December
G 101-21705		Aflac	\$129.66	226954	Employee Insurance December
E 602-49450-130		Employer Paid Ins (GENE	\$12.62	226954	Employee Insurance December
E 601-49400-130		Employer Paid Ins (GENE	\$12.62	226954	Employee Insurance December
		Total	\$192.78		
<b>1617 e</b>	12/04/23	<b>BROADBAND CORP</b>			
E 602-49450-320		Communications (GENER	\$24.95		WWTP Internet Dec
		Total	\$24.95		
<b>1618 e</b>	12/04/23	<b>TECHSTAR IT SOLUTIONS INC</b>			
E 101-43100-312		Contractual Services	\$330.35		December IT Support
E 101-42200-310		Other Professional Servic	\$330.35		December IT Support
E 602-49450-312		Contractual Services	\$330.35		December IT Support
E 101-41400-312		Contractual Services	\$330.35		December IT Support
		Total	\$1,321.40		
<b>1622 e</b>	12/07/23	<b>SECURITY CARD MEMBER SERVICE</b>			
E 101-41410-200		Office Supplies (GENERA	\$547.60		Office Supplies
E 101-41400-207		Computer Software/Hardw	\$94.25		Monthly Adobe and Prime Subscription
E 101-41400-322		Postage	\$66.00		Office Stamps
E 101-41400-430		Miscellaneous (GENERAL	\$20.96		Administrators Monthly Lunch
E 101-43100-210		Operating Supplies (GEN	\$57.28		PW Supplies
E 601-49400-311		Analysis	\$47.35		Water Sample Delivery
E 601-49400-210		Operating Supplies (GEN	\$108.16		Water Supplies
		Total	\$941.60		
<b>1623 e</b>	12/08/23	<b>ASPEN MILLS</b>			
E 101-42230-500		Capital Outlay (GENERAL	\$506.90	309767	CFD Nametags Brass

## CITY OF COLOGNE

12/14/23 5:12 PM

Page 2

**\*Check Detail Register©**

Batch:

120523Metrowest,120523UltimateSafety,120823HealthPartners,120823Republic,120823Aflac,120523Broadband,120523Techstar,120723SecurityVisa,121823CR,120728Frattallones,120823Aspen Mills,120823Frattalone  
CFD,120823AlexAir,120823RecTech,120823CFDVisa,121123ECM,1211c3Centerpoint,121123UFC,121123Carco,121223PerMar,121523FDU,121523CircleK,121323Malchert,121323CarcoCFD

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$506.90		
<b>1624 e</b>	12/08/23	<b>FRATTALLONES HARDWARE</b>			
E 101-42230-404		Repairs/Maint Machinery/	\$23.39	81541	CFD Supplies
Total			\$23.39		
<b>1625 e</b>	12/08/23	<b>ALEX AIR APPARATUS, INC</b>			
E 101-42230-404		Repairs/Maint Machinery/	\$298.10	7568	Valve Repairs
Total			\$298.10		
<b>1626 e</b>	12/08/23	<b>RECTECH OUTDOOR SOLUTIONS</b>			
E 101-45200-404		Repairs/Maint Machinery/	\$265.32	13556	Cutting Edges
E 101-45200-404		Repairs/Maint Machinery/	\$19.69	13557	Bolts
Total			\$285.01		
<b>1627 e</b>	12/11/23	<b>ECM PUBLISHERS, INC.</b>			
E 101-41400-350		Print/Publications (GENE	\$72.50	976363	Publish Public Hearing Dec 18 TNT
E 101-41400-350		Print/Publications (GENE	\$72.50	976364	Publish Public Hearing Dec 18 2024 Fee Schedule Amend
Total			\$145.00		
<b>1628 e</b>	12/11/23	<b>CENTERPOINT</b>			
E 602-49470-383		Gas Utilities	\$19.68		124 Hazelwood
E 602-49470-383		Gas Utilities	\$19.68		105 Benton St
E 601-48930-383		Gas Utilities	\$277.12		2224 Naples
Total			\$316.48		
<b>1629 e</b>	12/11/23	<b>UNITED FARMERS COOPERATIVE</b>			
E 101-43100-210		Operating Supplies (GEN	\$167.88	19-889415	Ice Eater
Total			\$167.88		
<b>1630 e</b>	12/11/23	<b>CAR-CO INC</b>			
E 101-43100-404		Repairs/Maint Machinery/	\$74.90	726737	Lithium Grease
Total			\$74.90		
<b>1631 e</b>	12/12/23	<b>PER MAR SECURITY SERVICES</b>			
E 101-41940-401		Repairs/Maint Buildings	\$683.18	3220072	Replace Door Scanner
Total			\$683.18		
<b>1632 e</b>	12/12/23	<b>IRS</b>			
G 101-21701		Federal Withholding	\$48.50		Q4 CFD Payroll
G 101-21703		FICA Tax Withholding	\$5,345.22		Q4 CFD Payroll
Total			\$5,393.72		
<b>1633 e</b>	12/12/23	<b>MN REVENUE</b>			
G 101-21702		State Withholding	\$53.36		Q4 CFD Payroll
Total			\$53.36		
<b>1634 e</b>	12/12/23	<b>CIRCLE K</b>			
E 101-43100-212		Motor Fuels	\$527.86		PW Fuel
E 101-42230-212		Motor Fuels	\$399.62		CFD Fuel

**\*Check Detail Register©**

Batch:

120523Metrowest,120523UltimateSafety,120823HealthPartners,120823Republic,120823Aflac,120523Broadband,120523Techstar,120723SecurityVisa,121823CR,120728Frattallones,120823Aspen Mills,120823Frattalone  
CFD,120823AlexAir,120823RecTech,120823CFDVisa,121123ECM,1211c3Centerpoint,121123UFC,121123Carco,121223PerMar,121523FDU,121523Circlek,121323Melchert,121323CarcoCFD

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$927.48		
<b>1635 e</b>	12/13/23	<b>MELCHERT, HUBERT,SJODIN, PLLP</b>			
E 101-41600-304		Legal Fees	\$450.90	170775	Misc Legal
E 101-41600-304		Legal Fees	\$1,219.10	170776	209 Playhouse
Total			\$1,670.00		
<b>1636 e</b>	12/13/23	<b>CAR-CO INC</b>			
E 101-42230-404		Repairs/Maint Machinery/	\$323.00		CFD
Total			\$323.00		
<b>28531</b>	12/18/23	<b>ALPHA WIRELESS COMMUNICATIONS</b>			
E 101-42230-240		Small Tools and Minor Eq	\$110.00	23034	CFD G5 Unication Antenn
Total			\$110.00		
<b>28532</b>	12/18/23	<b>ASTRO METAL CRAFT</b>			
E 101-42230-404		Repairs/Maint Machinery/	\$1,051.80	11530	Extraction Tool Rack
Total			\$1,051.80		
<b>28533</b>	12/18/23	<b>BKV GROUP</b>			
E 101-42210-401		Repairs/Maint Buildings	\$1,200.10	62936	CFD Improvement Plan
Total			\$1,200.10		
<b>28534</b>	12/18/23	<b>BOLTON &amp; MENK, INC</b>			
E 101-43100-303		Engineering Fees	\$25,863.75	325725	Benton Creek Area Improvements
E 101-43100-303		Engineering Fees	\$150.00	325726	Misc Engineering
E 101-43100-303		Engineering Fees	\$442.25	325728	Modern Design Stormwater
E 101-41700-303		Engineering Fees	\$443.50	325730	STARS ELC
E 101-43100-303		Engineering Fees	\$706.00	325731	Street & Utility
E 101-45200-303		Engineering Fees	\$556.50	325732	VFW Park Improvements
E 101-43100-303		Engineering Fees	\$2,633.00	325733	Village Parkway Improvements
E 101-43100-303		Engineering Fees	\$799.50	325734	Village Parkway Speed Zone
E 603-49540-303		Engineering Fees	\$100,591.50	325737	Wastewater Treatment Facility
E 101-41700-303		Engineering Fees	\$4,499.50	325738	Winkler Crossing 4th
E 101-41700-303		Engineering Fees	\$781.50	325739	Winkler Crossing 5th
Total			\$137,467.00		
<b>28535</b>	12/18/23	<b>GERALD BUETOW</b>			
G 101-22000		Deposits	\$50.00		Deposit Refund
Total			\$50.00		
<b>28536</b>	12/18/23	<b>CARVER COUNTY</b>			
E 101-43100-320		Communications (GENER	\$40.00		Fiber Optic Connection
E 101-42210-320		Communications (GENER	\$40.00		Fiber Optic Connection
E 101-45100-320		Communications (GENER	\$40.00		Fiber Optic Connection
E 601-49400-320		Communications (GENER	\$40.00		Fiber Optic Connection
E 602-49450-320		Communications (GENER	\$50.00		Fiber Optic Connection
E 101-41550-312		Contractual Services	\$748.31	1046	Annual Election Maintenance
E 101-41910-310		Other Professional Servic	\$946.99	3312	Annual TNT Billings
Total			\$1,905.30		

## CITY OF COLOGNE

12/14/23 5:12 PM

Page 4

**\*Check Detail Register©**

Batch:

120523Metrowest,120523UltimateSafety,120823HealthPartners,120823Republic,120823Aflac,120523Broadband,120523Techstar,120723SecurityVisa,121823CR,120728Frattallones,120823Aspen Mills,120823Frattalone  
CFD,120823AlexAir,120823RecTech,120823CFDVisa,121123ECM,1211c3Centerpoint,121123UFC,121123Carco,121223PerMar,121523FDU,121523CircleK,021323Malchert,121323CarcoCFD

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>28537</b>	12/18/23	<b>CENTERPOINT</b>			
E 602-49470-383		Gas Utilities	\$18.08		1022 Meadow
		Total	\$18.08		
<b>28538</b>	12/18/23	<b>CHIPS SEPTIC SERVICE</b>			
E 101-43100-312		Contractual Services	\$1,457.50	3651	Lift Station Pumping
		Total	\$1,457.50		
<b>28539</b>	12/18/23	<b>CINTAS CORPORATION</b>			
E 101-43100-417		Uniforms	(\$21.59)	28502	Uniforms
E 101-43100-417		Uniforms	\$38.04	4173208075	Uniforms
E 101-43100-417		Uniforms	\$19.32	4173984927	Uniforms
E 101-43100-417		Uniforms	\$41.12	4174824827	Uniforms
E 101-45100-401		Repairs/Maint Buildings	\$54.35	4174825245	Rugs, Mats, Mops, Towels
E 101-43100-417		Uniforms	\$19.09	4175360189	Uniforms
		Total	\$150.33		
<b>28540</b>	12/18/23	<b>COLLABORATIVE PLANNING, LLC</b>			
E 101-41910-310		Other Professional Serv	\$390.00	319	Misc. Planning
E 101-41910-310		Other Professional Serv	\$120.00	320	209 Playhouse
E 101-41910-310		Other Professional Serv	\$30.00	321	Ordinance Amendment
		Total	\$540.00		
<b>28541</b>	12/18/23	<b>DWK CLEAN WATER SERVICES, LLC</b>			
E 602-49450-312		Contractual Services	\$1,080.00	1123	WWTP Monthly Water Testing - Nov
		Total	\$1,080.00		
<b>28542</b>	12/18/23	<b>SHARON ELLING</b>			
G 101-22000		Deposits	\$50.00		Deposit Refund
		Total	\$50.00		
<b>28543</b>	12/18/23	<b>FLAGSHIP RECREATION</b>			
E 101-45200-500		Capital Outlay (GENERAL	\$132,187.18	22473	Vetrans Park Playground
		Total	\$132,187.18		
<b>28544</b>	12/18/23	<b>FRATTALLONES HARDWARE</b>			
E 101-43100-210		Operating Supplies (GEN	\$29.98	78909	Supplies
		Total	\$29.98		
<b>28545</b>	12/18/23	<b>GOPHER STATE ONE-CALL (INC)</b>			
E 101-43100-310		Other Professional Serv	\$112.05	3110309	Locates - Nov
		Total	\$112.05		
<b>28546</b>	12/18/23	<b>HAWKINS, INC</b>			
E 601-49400-216		Chemicals and Chem Pro	\$252.40	6640473	Water Plant
E 602-49450-216		Chemicals and Chem Pro	\$7,738.03	6641212	WWTP
		Total	\$7,990.43		
<b>28547</b>	12/18/23	<b>HKGI</b>			
E 101-41910-310		Other Professional Serv	\$2,058.23	023-013-8	Cologne Downtown Plan
		Total	\$2,058.23		

## CITY OF COLOGNE

12/14/23 5:12 PM

Page 5

**\*Check Detail Register©**

Batch:

120523Metrowest,120523UltimateSafety,120823HealthPartners,120823Republic,120823Aflac,120523Broadband,120523Techstar,120723SecurityVisa,121823CR,120728Frattallones,120823Aspen Mills,120823Frattalone CFD,120823AlexAir,120823RecTech,120823CFDVisa,121123ECM,1211c3Centerpoint,121123UFC,121123Carco,121223PerMar,121523FDU,121523Circlek,021323Malchert,121323CarcoCFD

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>28548</b>	12/18/23	<b>LAKETOWN ELECTRIC CORPORATION</b>			
E 602-49450-404		Repairs/Maint Machinery/	\$500.00	39683	25' 2-4 SO CORD
		Total	\$500.00		
<b>28549</b>	12/18/23	<b>LANDSCAPE STRUCTURES, INC</b>			
E 101-45200-500		Capital Outlay (GENERAL	\$93,880.80	136601	VFW Park Play Equipment
		Total	\$93,880.80		
<b>28550</b>	12/18/23	<b>MN FIRE SERVICE CERT. BOARD</b>			
E 101-42220-208		Training and Instruction	\$50.00	11186	Retest Fee
E 101-42220-208		Training and Instruction	\$378.00	11548	FOI Certification Exam Lc, JR, CS
E 101-42220-208		Training and Instruction	\$25.00	11951	Retest JR
E 101-42220-208		Training and Instruction	\$288.75	11985	CFD Recertifications
		Total	\$741.75		
<b>28551</b>	12/18/23	<b>MODERN DESIGN</b>			
E 501-41150-725		TIF Reimbursement	\$10,188.63		TIF Reimbursement
		Total	\$10,188.63		
<b>28552</b>	12/18/23	<b>PIONEER CRITICAL POWER</b>			
E 101-42230-312		Contractual Services	\$760.50	231207-054	Generator Annual Maintenance
		Total	\$760.50		
<b>28553</b>	12/18/23	<b>ARNO SHERMOCK</b>			
R 101-00000-32180		Other Licenses/Permits	\$67.00		Refund Rental Inspection License Fee
		Total	\$67.00		
<b>28554</b>	12/18/23	<b>TAFT STETTINIUS &amp; HOLLISTER</b>			
E 101-41400-312		Contractual Services	\$15,000.00	6180947	Legal Fees Related to 2023A Bond
		Total	\$15,000.00		
<b>28555</b>	12/18/23	<b>LISA TRAVER</b>			
G 101-22000		Deposits	\$100.00		Deposit Refund
		Total	\$100.00		
<b>28556</b>	12/18/23	<b>VISA - CITIZENS ALLIANCE BANK</b>			
E 101-42210-223		Building Repair Supplies	\$17.03		CFD Supplies
		Total	\$17.03		
<b>28557</b>	12/18/23	<b>PAULA WEIS</b>			
G 101-22000		Deposits	\$50.00		Deposit Refund
		Total	\$50.00		
<b>28558</b>	12/18/23	<b>WICKENHAUSER, MELISSA</b>			
G 101-22000		Deposits	\$50.00		Deposit Refund
		Total	\$50.00		
<b>28559</b>	12/18/23	<b>JANICE WIRTZ</b>			
G 101-22000		Deposits	\$50.00		Deposit Refund
		Total	\$50.00		
<b>28560</b>	12/18/23	<b>WM MUELLER &amp; SONS, INC.</b>			

## CITY OF COLOGNE

12/14/23 5:12 PM

Page 6

**\*Check Detail Register©**

Batch:

120523Metrowest,120523UltimateSafety,120823HealthPartners,120823Republic,120823Aflac,120523Broadband,120523Techstar,120723SecurityVisa,121823CR,120728Frattallones,120823Aspen Mills,120823Frattalone  
CFD,120823AlexAir,120823RecTech,120823CFDVisa,121123ECM,1211c3Centerpoint,121123UFC,121123Carco,121223PerMar,121523FDU,121523CircleK,021323Malchert,121323CarcoCFD

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-312		Contractual Services	\$7,247.00	2023-201	Patching and Sealing Winkler, Jorrisen, Hazelwood and Silver Leaf
		Total	\$7,247.00		
		<b>10100</b>	<b>\$442,385.28</b>		

**Fund Summary****10100 Checking**

101 GENERAL FUND	\$321,074.11
501 TAX INCREMENT FINANCING	\$10,188.63
601 WATER FUND	\$737.65
602 SEWER FUND	\$9,793.39
603 STORM WATER FUND	\$100,591.50
	<b>\$442,385.28</b>

Clerk Treasurer

Date

City of Cologne Payroll 19-Nov-23			
Employee	\$	10,864.10	December 19, 2023 Payroll
IRS	\$	5,794.05	December 19, 2023 Payroll
MN Department of Revenue	\$	801.04	December 19, 2023 Payroll
PERA	\$	2,451.91	December 19, 2023 Payroll
<b>Total</b>	\$	19,911.10	

**City of Cologne Fire Department Payroll**  
**12/15/2023 Quarter 4**

Employee	EFT	\$32,161.53	December 15, 2023 Q4 Payroll
IRS	EFT	\$ 5,393.72	December 15, 2023 Q4 Payroll
MN Department of Revenue	1185 EFT	\$ 53.36	December 15, 2023 Q4 Payroll
	<b>Total</b>	\$37,608.61	



**City of Cologne Payroll**  
**15-Dec-23**

Council Members and Commissioners	EFT	\$	11,229.76	December 15, 2023 Payroll
IRS	EFT	\$	1,860.48	December 27, 2022 Payroll
	<b>Total</b>	\$	13,090.24	

**From:** [Cologne Fire Chief](#)  
**To:** [Jesse Dickson](#); [City Clerk](#)  
**Subject:** FW: Sewer line  
**Date:** Thursday, November 30, 2023 7:22:33 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

---

Good morning

Can you please add BKV to the second meeting in DEC?

Thank you!



**Chad Vos**  
Fire Chief  
Cologne Fire & Rescue  
612-791-0361  
[firechief@colognemn.com](mailto:firechief@colognemn.com)

**\*\*Please note the change in e-mail address. Moving forward, please use this address for all communications. Thank you!**

---

**From:** Michael Healy <mhealy@bkgvgroup.com>  
**Sent:** Tuesday, November 28, 2023 2:38 PM  
**To:** Cologne Fire Chief <firechief@colognemn.com>  
**Subject:** RE: Sewer line

Chief,

Thank you, this is helpful.

Bruce, Craig, and I all have conflicts on Monday, 12/4 in the evening and are wondering if we can reschedule the Council Workshop for the next meeting?

I am assuming this would be 12/18?

Please let me know if that is okay.

Thanks!  
Mike

**Michael Healy AIA**



Architecture  
Interior Design  
Landscape Architecture  
Engineering

**Associate Partner, Project Manager**

222 North 2nd Street, Suite 101 Minneapolis MN 55401

O: +1 612.373.9514

M: +1 651.955.7555

*We are a holistic design firm dedicated to*

**ENRICHING LIVES AND STRENGTHENING COMMUNITIES**



---

**From:** Cologne Fire Chief <[firechief@colognemn.com](mailto:firechief@colognemn.com)>

**Sent:** Monday, November 27, 2023 10:15 PM

**To:** Michael Healy <[mhealy@bkvgroup.com](mailto:mhealy@bkvgroup.com)>

**Subject:** Sewer line

See attached map for existing sewer location.

Thanks!

**Chad Vos**

Fire Chief

Cologne Fire & Rescue

612-791-0361

[firechief@colognemn.com](mailto:firechief@colognemn.com)

**\*\*Please note the change in e-mail address. Moving forward, please use this address for all communications. Thank you!**



Real People. Real Solutions.

2638 Shadow Lane  
Suite 200  
Chaska, MN 55318-1172

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

December 11, 2023

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

**RE: Benton Creek Area Improvements - Benton Lake Outlet Update**

Dear Mr. Dickson:

Construction of the Benton Creek Area Improvement project is substantially complete, and the Assessment Hearing has been held. Due to the length of time needed for a wetland delineation, wetland/creek permitting, and coordination needed with the property owner, work related to the lake outlet channel was not included in the construction contract for this project. However, preliminary steps pertaining to lake outlet improvements were authorized by the City Council with the adjacent street project. To follow is a summary of steps completed to date:

- |                    |  |
|--------------------|--|
| 1. November 2022   | City Council authorized preliminary items                      |
| 2. February 2023   | Feasibility Study completed & approved                         |
| 3. March 2023      | Carver County Water Management Org. (CCWMO) grant submitted    |
| 4. Spring 2023     | Collected topographic survey data of the lake outlet           |
| 5. April 2023      | Completed wetland delineation field work                       |
| 6. May 2023        | Met onsite with property owner                                 |
| 7. June 2023       | Submitted wetland delineation                                  |
| 8. July 2023       | Met onsite with Technical Evaluation Panel members             |
| 9. August 2023     | Draft plans completed and submitted to City & the CCWMO        |
| 10. September 2023 | Draft easement prepared and submitted to City & property owner |
| 11. October 2023   | Discussed plans & easement with property owner                 |
| 12. November 2023  | U.S. Corps of Engineers permit approved                        |
| 13. December 2023  | CCWMO permit submitted   |
| 14. December 2023  | Additional easement discussions with property owner occurred   |
| 15. December 2023  | The WCA Notice of Decision will be issued mid-late December    |

Name: Benton Lake Outlet Update  
Date: December 11, 2023

### Permitting Update

The U.S. Corps of Engineers responded to our Nationwide Permit application and gave their consent to the project proceeding. The Wetland Conservation Act No-loss application is currently under review, and the Notice of Decision will be issued in December. No MN Department of Natural Resources permit was required since Benton Creek is not a Public Watercourse. The CCWMO Erosion Control Permit was submitted on December 7<sup>th</sup>, and it is anticipated to be issued in late December or early January.

### Construction Plan Update

Final Construction Plans have been completed (see attached). Proposed improvements include removal of accumulated sediment downstream of the TH 284 culvert (approximately 100' of the outlet channel), re-establishment of the outlet channel east bank directly downstream of the culvert, and stabilization of the banks with vegetated riprap. The estimated construction cost for the proposed improvements is approximately \$50,000.

### Easement Update

Easement research has identified that easements exist over this entire lake outlet channel except for on the Hendel property nearest Benton Lake. A draft easement document was prepared for this remaining property and is attached. In general, the proposed easement is 30 feet wide over the majority of the outlet channel and then widens at the north end to encumber the curve/bend in the channel. The property owner has stated that he would be willing to sign a Right-of-Entry or a Memorandum of Understanding for any work to occur, but he would not be willing to sign a permanent easement. Please note that work occurred in this lake outlet channel approximately 20 years ago without an easement in place.

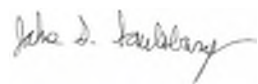
Recommended next steps include the following:

- Determine whether or not to proceed to construction of the project. If so, then complete the following subsequent steps:
  - Execute a Right-of-Entry agreement or a Memorandum of Understanding with the property owner or make another attempt at obtaining a permanent easement.
  - Confirm grant funds are awarded by the CCWMO and enter into an agreement with them. \$20,000 in grant funds have been recommended and will go before the Carver County Board in January.
  - Approve the plans and authorize solicitation of quotes to complete construction.
  - Obtain contractor pricing, award a construction contract, and complete construction.

Please let me know if you have any questions or require any more information about this project.

Sincerely,

**Bolton & Menk, Inc.**



Jake S. Saulsbury, P.E.

Cc: Brian Vos, City of Cologne

CITY OF COLOGNE

CONSTRUCTION PLANS FOR

BENTON CREEK RESTORATION

EROSION CONTROL, BANK ARMORING, PERMANENT STABILIZATION

NOVEMBER 2023

RESOURCE LIST

CITY OF COLOGNE

City Hall  
1121 Village Pkwy,  
Cologne, MN 55322  
952-466-2064

City Administrator:  
Jesse Dickson

Mayor: Matt Lein

City Council Members:  
Rachel Lenzen  
Sarah Bruss  
Nathan Kells  
Carol Szarolletta

Public Works Director / City  
Engineer:  
Jake Saulsbury  
612-756-4319

Engineering Manager:  
Zac Remer  
952-564-7239

Utility Superintendent:  
Brian Vos  
612-466-21016

UTILITIES

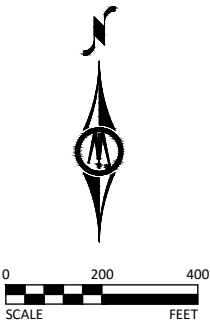
GAS  
Centerpoint Energy  
6-12-372-5050

COMMUNICATIONS  
Century Link  
800-723-8010

ELECTRIC  
Xcel Energy - Electric  
800-895-4999

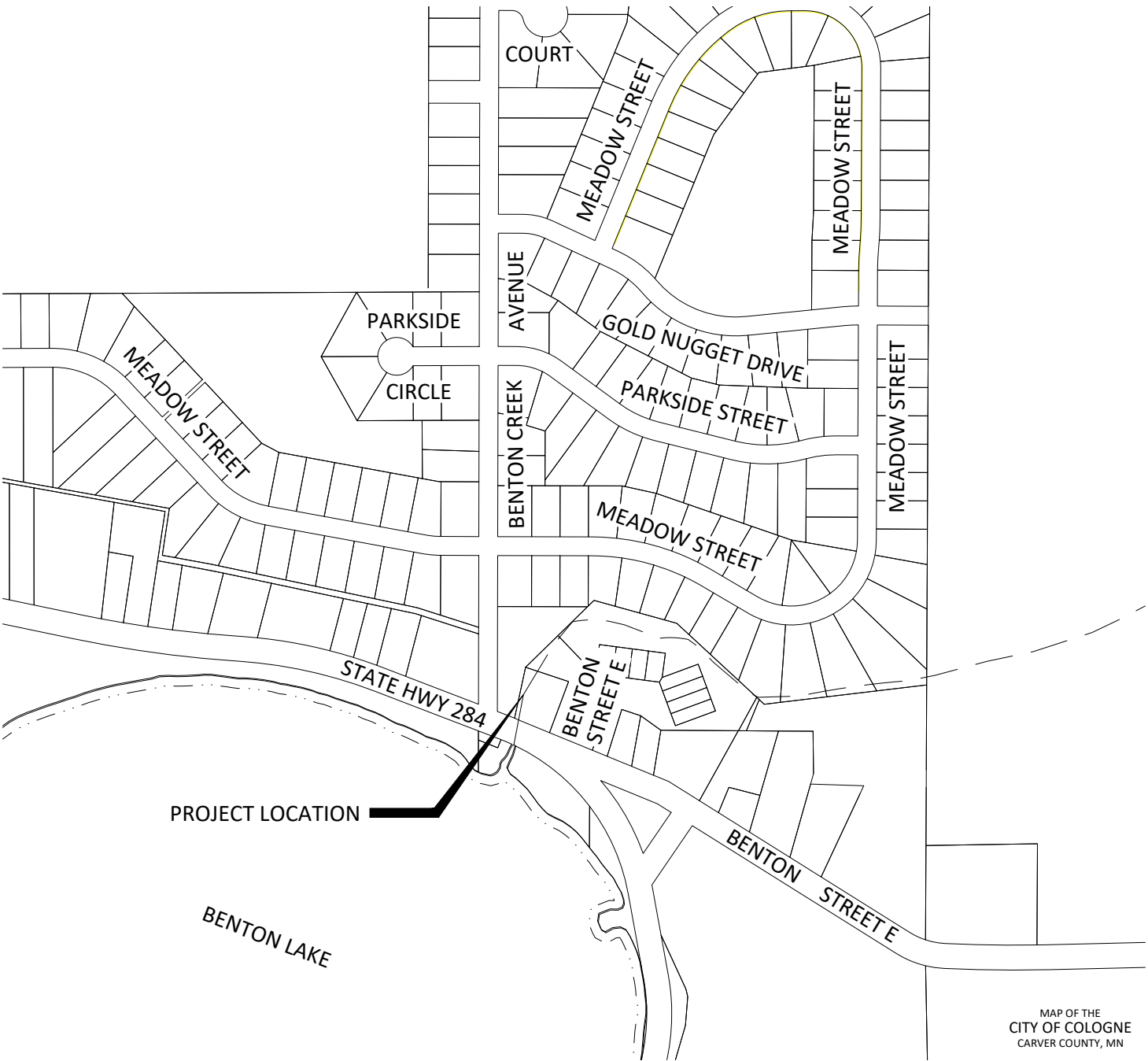
MVEC  
800-282-6832

Gopher State One Call  
800-252-1166



NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."



SHEET NUMBER

SHEET TITLE

GENERAL

G0.01 TITLE SHEET  
G0.02 LEGEND  
G0.03 STATEMENT OF ESTIMATED QUANTITIES

CIVIL

C0.01 EXISTING CONDITIONS & REMOVALS PLAN  
C1.01 DETAILS  
C2.01 EROSION & SEDIMENT CONTROL PLAN, RESTORATION PLAN

THIS PLAN SET CONTAINS 6 SHEETS.

PROJECT LOCATION

BENTON LAKE

MAP OF THE  
CITY OF COLOGNE  
CARVER COUNTY, MN

© Bolton & Menk, Inc. 2023. All Rights Reserved. 11/10/2023 1:36 PM

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert Bean  
LIC. NO. 40410 DATE 11/XX/2023



2638 SHADOW LANE, SUITE 200  
CHASKA, MINNESOTA 55318  
Phone: (952) 448-8838  
Email: Chaska@bolton-menk.com  
www.bolton-menk.com

DESIGNED	NO.	ISSUED FOR	DATE
MLE			
DRAWN			
MLE			
CHECKED			
RXB			
CLIENT PROJ. NO.			
OC1.129206			

CITY OF COLOGNE

BENTON CREEK RESTORATION

TITLE SHEET

SHEET

G0.01

© Bolton & Menk, Inc. 2023. All Rights Reserved.  
ALCULC1129206 CAD/CSD/125206002\_CHEK.dwg 11/8/2023 4:44 PM

EXISTING TOPOGRAPHIC SYMBOLS

	ACCESS GRATE		REGULATION STATION GAS
	AIR CONDITION UNIT		SATELLITE DISH
	ANTENNA		SIGN NON TRAFFIC
	AUTO SPRINKLER CONNECTION		SIGN TRAFFIC
	BARRICADE PERMANENT		SIGNAL CONTROL CABINET
	BASKETBALL POST		SOIL BORING
	BENCH		SIREN
	BIRD FEEDER		TELEPHONE BOOTH
	BOLLARD		TILE INLET
	BUSH		TILE OUTLET
	CATCH BASIN RECTANGULAR CASTING		TILE RISER
	CATCH BASIN CIRCULAR CASTING		TRANSFORMER-ELECTRIC
	CURB STOP		TREE-CONIFEROUS
	CLEAN OUT		TREE-DEAD
	CULVERT END		TREE-DECIDUOUS
	DRINKING FOUNTAIN		TREE STUMP
	DOWN SPOUT		TRAFFIC ARM BARRIER
	FILL PIPE		TRAFFIC SIGNAL
	FIRE HYDRANT		TRASH CAN
	FLAG POLE		UTILITY MARKER
	FLARED END / APRON		VALVE
	FUEL PUMP		VALVE POST INDICATOR
	GRILL		VALVE VAULT
	GUY WIRE ANCHOR		VAULT
	HANDHOLE		VENT PIPE
	HANDICAP SPACE		WATER SPIGOT
	IRRIGATION SPRINKLER HEAD		WELL
	IRRIGATION VALVE BOX		WETLAND DELINEATED MARKER
	LIFT STATION CONTROL PANEL		WETLAND
	LIFT STATION		WET WELL
	LIGHT ON POLE		YARD HYDRANT
	LIGHT-GROUND		
	MAILBOX		

PROPOSED TOPOGRAPHIC SYMBOLS

	CLEANOUT
	MANHOLE
	LIFT STATION
	STORM SEWER CIRCULAR CASTING
	STORM SEWER RECTANGULAR CASTING
	STORM SEWER FLARED END / APRON
	STORM SEWER OUTLET STRUCTURE
	STORM SEWER OVERFLOW STRUCTURE
	CURB BOX
	FIRE HYDRANT
	WATER VALVE
	WATER REDUCER
	WATER BEND
	WATER TEE
	WATER CROSS
	WATER SLEEVE
	WATER CAP / PLUG
	RIP RAP
	DRAINAGE FLOW
	TRAFFIC SIGNS

SURVEY SYMBOLS

	BENCHMARK LOCATION		CAST IRON MONUMENT
	CONTROL POINT		STONE MONUMENT
	MONUMENT FOUND		

EXISTING TOPOGRAPHIC LINES

	RETAINING WALL
	FENCE
	FENCE-DECORATIVE
	GUARD RAIL
	TREE LINE
	BUSH LINE

SURVEY LINES

	CONTROLLED ACCESS
	BOUNDARY
	CENTERLINE
	EXISTING EASEMENT LINE
	PROPOSED EASEMENT LINE
	EXISTING LOT LINE
	PROPOSED LOT LINE
	EXISTING RIGHT-OF-WAY
	PROPOSED RIGHT-OF-WAY
	SETBACK LINE
	SECTION LINE
	QUARTER LINE
	SIXTEENTH LINE
	TEMPORARY EASEMENT

EXISTING UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE

PROPOSED UTILITY LINES

	FORCEMAIN
	SANITARY SEWER
	SANITARY SERVICE
	STORM SEWER
	STORM SEWER DRAIN TILE
	WATERMAIN
	WATER SERVICE
	PIPE CASING
	TRENCHLESS PIPE (PLAN VIEW)
	TRENCHLESS PIPE (PROFILE VIEW)

GRADING INFORMATION

	EXISTING CONTOUR MINOR
	EXISTING CONTOUR MAJOR
	PROPOSED CONTOUR MINOR
	PROPOSED CONTOUR MAJOR
	PROPOSED GRADING LIMITS / SLOPE LIMITS
	PROJECT LIMITS
	PROPOSED SPOT ELEVATION
	RISE:RUN (SLOPE)

HATCH PATTERNS

	BITUMINOUS		GRAVEL
	CONCRETE		

EXISTING PRIVATE UTILITY LINES

NOTE:  
EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA"

	UNDERGROUND FIBER OPTIC
	UNDERGROUND ELECTRIC
	UNDERGROUND GAS
	UNDERGROUND COMMUNICATION
	OVERHEAD ELECTRIC
	OVERHEAD COMMUNICATION
	OVERHEAD UTILITY

UTILITIES IDENTIFIED WITH A QUALITY LEVEL :

LINE TYPES FOLLOW THE FORMAT: UTILITY TYPE - QUALITY LEVEL  
EXAMPLE: G-A G-A UNDERGROUND GAS, QUALITY LEVEL A  
UTILITY QUALITY LEVEL (A,B,C,D) DEFINITIONS CAN BE FOUND IN CI/ASCE 38-02.

UTILITY QUALITY LEVELS:

QUALITY LEVEL D: PROVIDES THE MOST BASIC LEVEL OF INFORMATION. IT INVOLVES COLLECTING DATA FROM EXISTING UTILITY RECORDS. RECORDS MAY INCLUDE AS-BUILT DRAWINGS, DISTRIBUTION AND SERVICES MAPS, EXISTING GEOGRAPHIC INFORMATION SYSTEM DATABASES, CONSTRUCTION PLANS, ETC.

QUALITY LEVEL C: INVOLVES SURVEYING VISIBLE SUBSURFACE UTILITY STRUCTURES SUCH AS MANHOLES, HAND-HOLES, UTILITY VALVES AND METERS, FIRE HYDRANTS, PEDESTALS AND UTILITY MARKERS, AND THEN CORRELATING THE INFORMATION WITH EXISTING UTILITY RECORDS TO CREATE COMPOSITE DRAWINGS. INCLUDES QUALITY LEVEL D ACTIVITIES.

QUALITY LEVEL B: INVOLVES DESIGNATING THE HORIZONTAL POSITION OF SUBSURFACE UTILITIES THROUGH SURFACE DETECTION METHODS AND COLLECTING THE INFORMATION THROUGH A SURVEY METHOD. INCLUDES QUALITY LEVEL C AND D TASKS.

QUALITY LEVEL A: PROVIDES THE HIGHEST LEVEL OF ACCURACY. IT INVOLVES LOCATING OR POTHOLING UTILITIES AS WELL AS ACTIVITIES IN QUALITY LEVELS B, C, AND D. THE LOCATED FACILITY INFORMATION IS SURVEYED AND MAPPED AND THE DATA PROVIDES PRECISE PLAN AND PROFILE INFORMATION.

ABBREVIATIONS

A	ALGEBRAIC DIFFERENCE	GRAV	GRAVEL	RSC	RIGID STEEL CONDUIT
ADJ	ADJUST	GU	GUTTER	RT	RIGHT
ALT	ALTERNATE	GV	GATE VALVE	SAN	SANITARY SEWER
B-B	BACK TO BACK	HDPE	HIGH DENSITY POLYETHYLENE	SCH	SCHEDULE
BIT	BITUMINOUS	HH	HANDHOLE	SERV	SERVICE
BLDG	BUILDING	HP	HIGH POINT	SHLD	SHOULDER
BMP	BEST MANAGEMENT PRACTICE	HWL	HIGH WATER LEVEL	STA	STATION
BR	BEGIN RADIUS	HYD	HYDRANT	STD	STANDARD
BV	BUTTERFLY VALVE	I	INVERT	STM	STORM SEWER
CB	CATCH BASIN	K	CURVE COEFFICIENT	TC	TOP OF CURB
C&G	CURB AND GUTTER	L	LENGTH	TE	TEMPORARY EASEMENT
CIP	CAST IRON PIPE	LO	LOWEST OPENING	TEMP	TEMPORARY
CIPP	CURED-IN-PLACE PIPE	LP	LOW POINT	TNH	TOP NUT HYDRANT
CL	CENTER LINE	LT	LEFT	TP	TOP OF PIPE
CL	CLASS	MAX	MAXIMUM	TYP	TYPICAL
CLVT	CULVERT	MH	MANHOLE	VCP	VITRIFIED CLAY PIPE
CMP	CORRUGATED METAL PIPE	MIN	MINIMUM	VERT	VERTICAL
C.O.	CHANGE ORDER	MR	MID RADIUS	VPC	VERTICAL POINT OF CURVE
COMM	COMMUNICATION	NIC	NOT IN CONTRACT	VPI	VERTICAL POINT OF INTERSECTION
CON	CONCRETE	NMC	NON-METALLIC CONDUIT	VPT	VERTICAL POINT OF TANGENT
CSP	CORRUGATED STEEL PIPE	NTS	NOT TO SCALE	WM	WATERMAIN
DIA	DIAMETER	NWL	NORMAL WATER LEVEL		
DIP	DUCTILE IRON PIPE	OHW	ORDINARY HIGH WATER LEVEL		
DWY	DRIVEWAY	PC	POINT OF CURVE	AC	ACRES
E	EXTERNAL CURVE DISTANCE	PCC	POINT OF COMPOUND CURVE	CF	CUBIC FEET
ELEC	ELECTRIC	PE	PERMANENT EASEMENT	CV	COMPACTED VOLUME
ELEV	ELEVATION	PED	PEDESTRIAN, PEDESTAL	CY	CUBIC YARD
EOF	EMERGENCY OVERFLOW	PERF	PERFORATED PIPE	EA	EACH
ER	END RADIUS	PERM	PERMANENT	EV	EXCAVATED VOLUME
ESMT	EASEMENT	PI	POINT OF INTERSECTION	LB	POUND
EX	EXISTING	PL	PROPERTY LINE	LF	LINEAR FEET
FES	FLARED END SECTION	PRC	POINT OF REVERSE CURVE	LS	LUMP SUM
F-F	FACE TO FACE	PT	POINT OF TANGENT	LV	LOOSE VOLUME
FF	FINISHED FLOOR	PVC	POLYVINYL CHLORIDE PIPE	SF	SQUARE FEET
F&I	FURNISH AND INSTALL	PVMT	PAVEMENT	SV	STOCKPILE VOLUME
FM	FORCEMAIN	R	RADIUS	SY	SQUARE YARD
FO	FIBER OPTIC	R/W	RIGHT-OF-WAY		
F.O.	FIELD ORDER	RCP	REINFORCED CONCRETE PIPE		
GRAN	GRANULAR	RET	RETAINING		

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert Bean  
LIC. NO. 40410 DATE 11/XX/2023



2638 SHADOW LANE, SUITE 200  
CHASKA, MINNESOTA 55318  
Phone: (952) 448-8838  
Email: Chaska@bolton-menk.com  
www.bolton-menk.com

DESIGNED	NO.	ISSUED FOR	DATE
MLE			
DRAWN			
MLE			
CHECKED			
RXB			
CLIENT PROJ. NO.			
OC1.129206			

CITY OF COLOGNE

BENTON CREEK RESTORATION

LEGEND

SHEET

G0.02

STATEMENT OF ESTIMATED QUANTITIES

ITEM NO.	SPEC. REF	DESCRIPTION	NOTES	UNIT	ESTIMATED QUANTITY
1	2021.501	MOBILIZATION		LUMP SUM	1
2	2101.502	CLEARING & GRUBBING		ACRE	0.02
3	2106.507	STRIP & RE-SPREAD TOPSOIL		CU YD	22
4	2106.507	EXCAVATION - COMMON		CU YD	10
5	2106.507	COMMON EMBANKMENT	(CV)	CU YD	10
6	2511.507	RANDOM RIPRAP CLASS III	(1)	CU YD	27
7	2511.607	RANDOM RIPRAP CLASS III (SPECIAL)	(1) (2)	CU YD	26
8	2563.601	TRAFFIC CONTROL		LUMP SUM	1
9	2573.501	STABILIZED CONSTRUCTION EXIT		LUMP SUM	1
10	2573.503	FLOATATION SILT CURTAIN TYPE MOVING WATER		LIN FT	10
11	2574.507	COMMON TOPSOIL BORROW	(LV)	CU YD	6
12	2575.504	ROLLED EROSION PREVENTION CATEGORY 20 W/ SEED MIX (25-151)	(3)	SQ YD	150

© Bolton & Menk, Inc. 2023. All Rights Reserved.  
A:\CUG\1129206\1129206.dwg 11/10/2023 1:31 PM

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert Bean  
LIC. NO. 40410 DATE 11/XX/2023



2638 SHADOW LANE, SUITE 200  
CHASKA, MINNESOTA 55318  
Phone: (952) 448-8838  
Email: Chaska@bolton-menk.com  
www.bolton-menk.com

DESIGNED	MLE	NO.	ISSUED FOR	DATE
DRAWN	MLE			
CHECKED	RXB			
CLIENT PROJ. NO.	OC1.129206			

CITY OF COLOGNE  
BENTON CREEK RESTORATION  
STATEMENT OF ESTIMATED QUANTITIES



- NOTES:
1. ANY TREES AND BUSHES TO BE REMOVED SHALL BE DESIGNATED IN ADVANCE BY THE ENGINEER.
  2. CONTRACTOR SHALL PROTECT ALL ITEMS NOT DESIGNATED FOR REMOVAL. ANY ITEMS NOT DESIGNATED FOR REMOVAL THAT ARE DAMAGED OR REMOVED WITHOUT PRIOR CONSENT OF THE ENGINEER SHALL BE REPAIRED OR REPLACED TO NEW OR LIKE NEW CONDITION AT NO COST TO THE OWNER.
  3. THE CONTRACTOR SHALL COORDINATE WITH ALL PRIVATE UTILITY OWNERS TO PROTECT, SUPPORT, HOLD, DEENERGIZE, OR OTHERWISE ACCOMMODATE FOR CONSTRUCTION ACTIVITY. THIS WORK IS CONSIDERED INCIDENTAL FOR WHICH NO DIRECT COMPENSATION WILL BE MADE.
  4. THE CONTRACTOR WILL BE REQUIRED TO USE SPECIAL CONSTRUCTION TECHNIQUES SUCH AS SMALLER, MULTIPLE BACKHOE EXCAVATORS, BACK CASTING, OR OTHER METHODS TO KEEP DISTURBANCES TO THE EXISTING TREES AND CHANNEL CORRIDOR TO AN ABSOLUTE MINIMUM. ANY DAMAGE CAUSED BY THE CONTRACTOR DUE TO RECKLESS CONSTRUCTION OR LACK OF USING THE PREVIOUSLY MENTIONED SPECIAL CONSTRUCTION TECHNIQUES WILL BE REPAIRED/REPLACED BY THE CONTRACTOR AT THEIR OWN EXPENSE. ALL REPAIRS/REPLACEMENTS WILL BE COMPLETED TO THE SATISFACTION OF THE OWNER. THIS WILL BE STRICTLY ENFORCED AND THE CONTRACTOR SHOULD BID ACCORDINGLY.
  5. CONTRACTOR IS RESPONSIBLE TO LOCATE AND FIELD VERIFY ALL EXISTING UTILITIES PRIOR TO ALL WORK.
  6. CONTRACTOR SHALL INSTALL ALL EROSION CONTROL BMP's PRIOR TO COMMENCEMENT OF GRADING.
  7. ALL GROUND DISTURBANCE GENERATED BY GRADING ACTIVITIES SHALL BE STABILIZED AND RESTORED AS SHOWN IN THE PLANS, WITH TOPSOIL/COMPOST MIXTURE AND APPLYING SEED AND EROSION CONTROL BLANKET, AS DIRECTED BY ENGINEER.

BENTON LAKE

CONSTRUCTION LIMITS (TYP)

ROW (TYP)

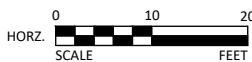
0.02 ACRE CLEARING & GRUBBING

PEDESTRIAN BRIDGE  
PREVIOUSLY REMOVED

REMOVE ACCUMULATED SEDIMENT  
APPROX. STA 1+40 TO 2+15

BENTON STREET W

BENTON CREEK AVE



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert Bean  
LIC. NO. 40410 DATE 11/XX/2023



2638 SHADOW LANE, SUITE 200  
CHASKA, MINNESOTA 55318  
Phone: (952) 448-8838  
Email: Chaska@bolton-menk.com  
www.bolton-menk.com

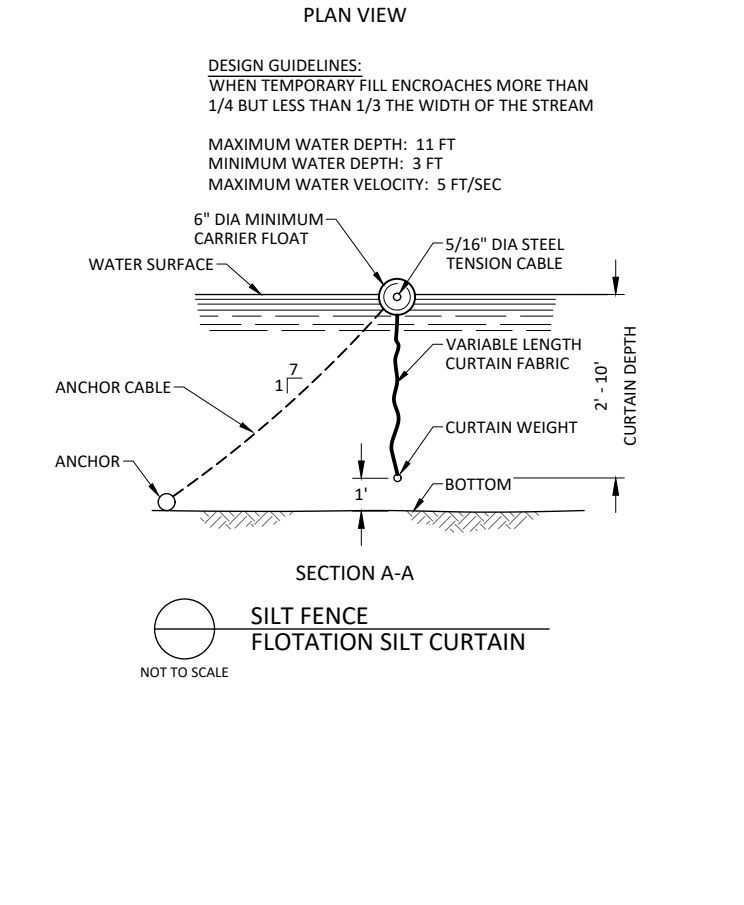
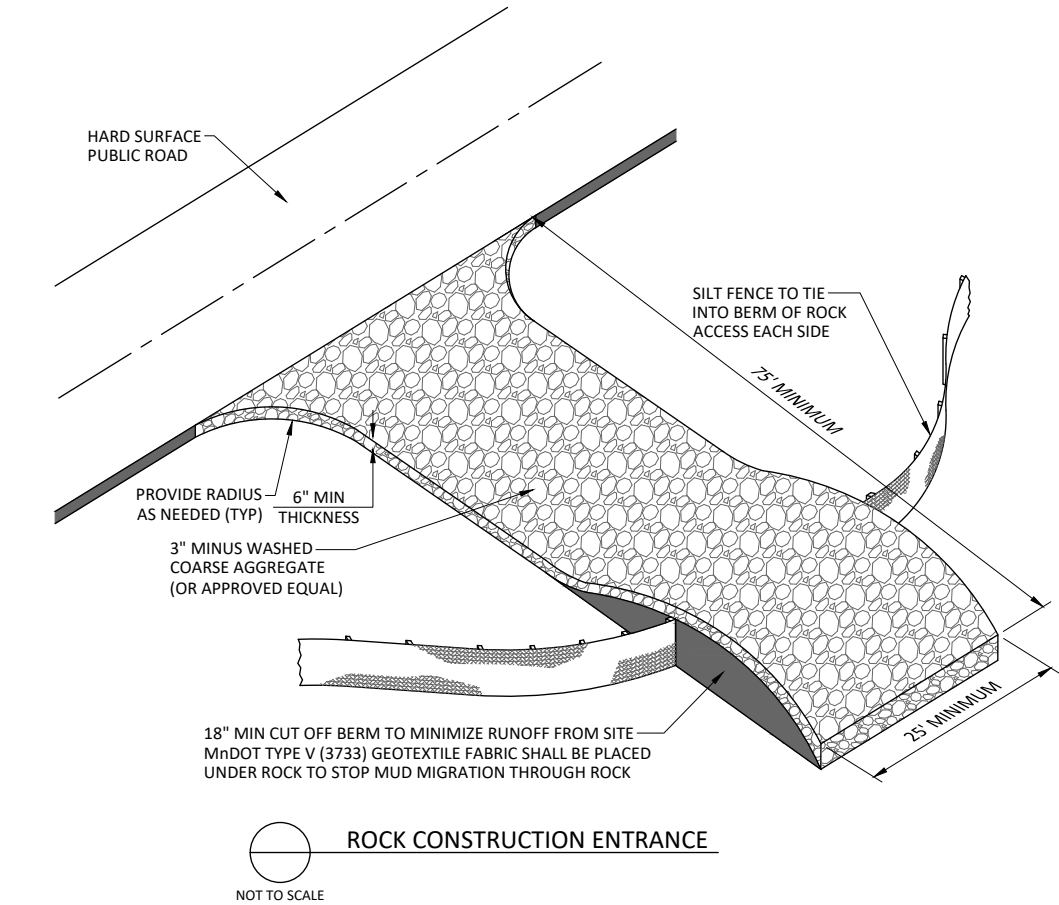
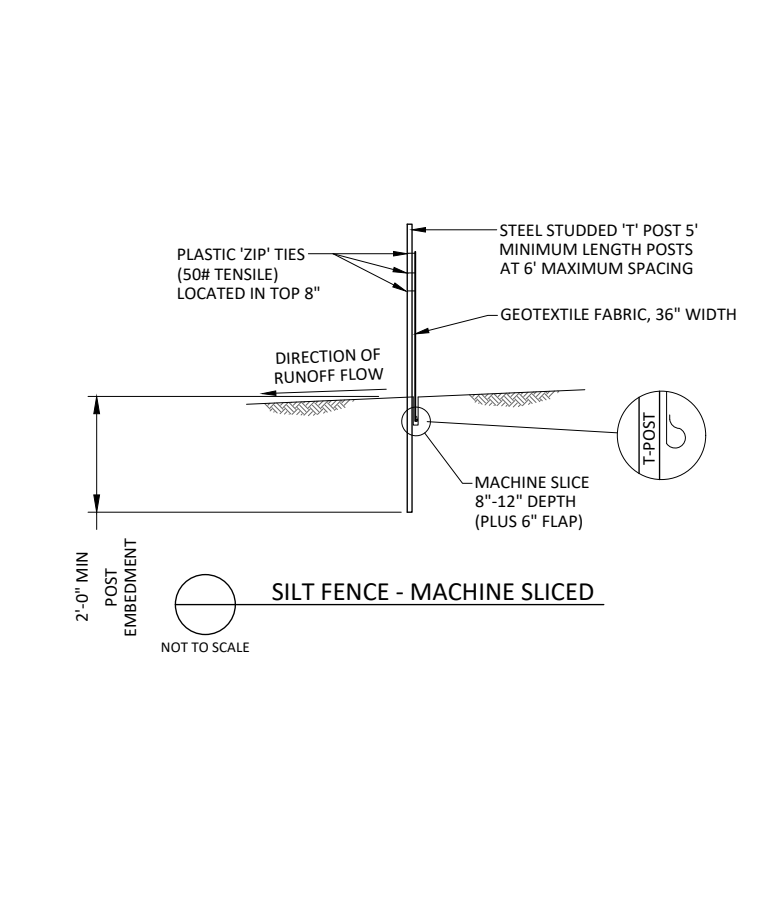
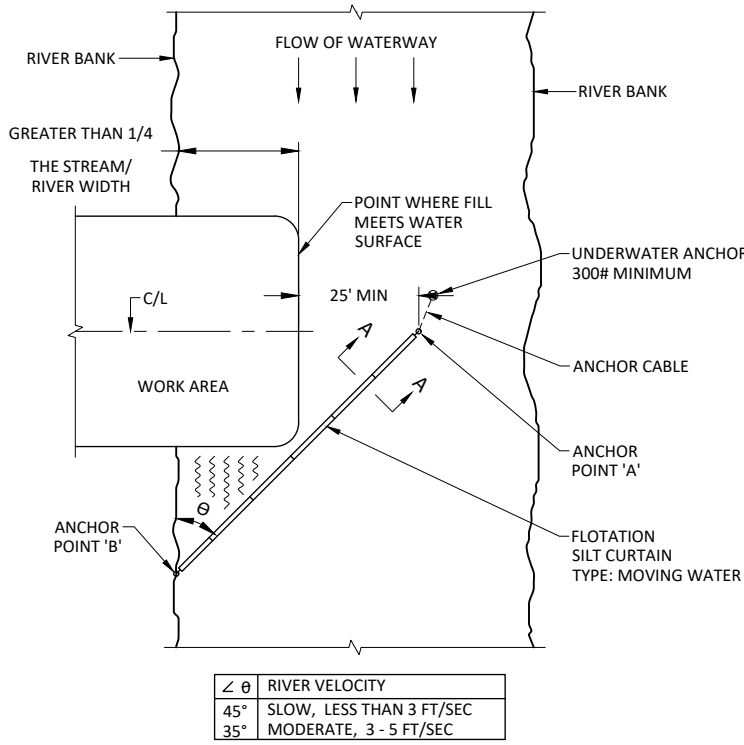
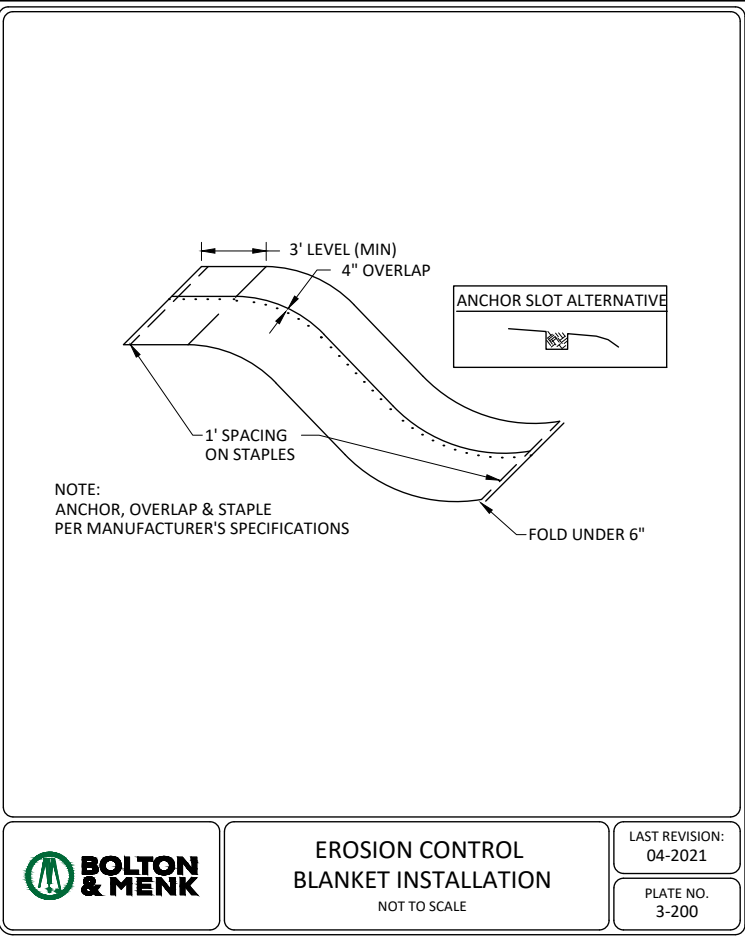
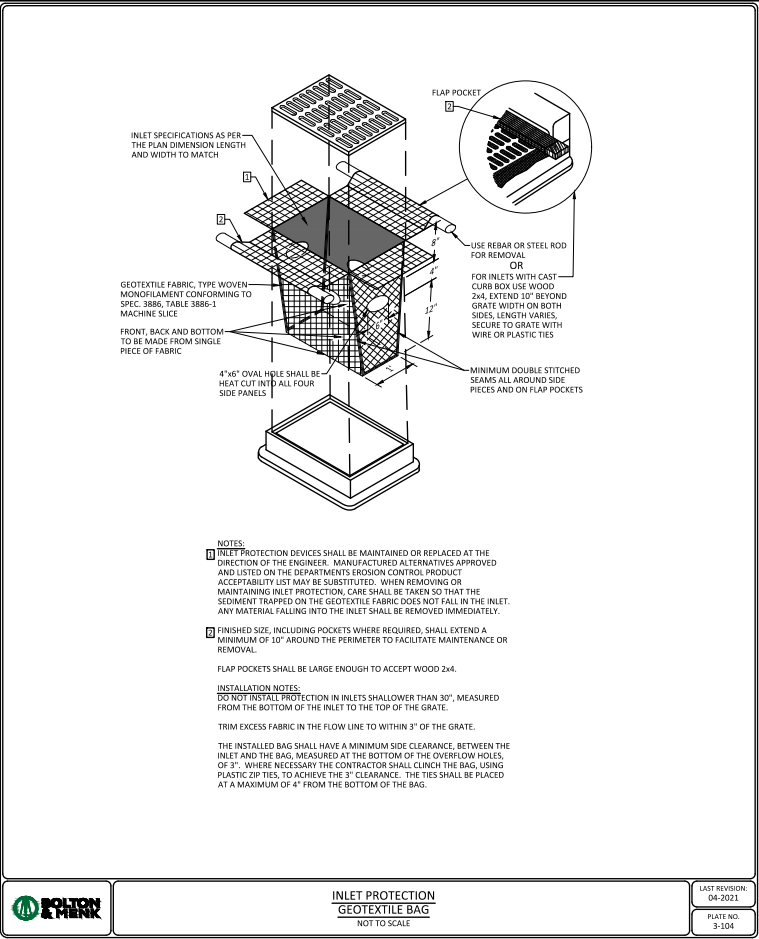
DESIGNED	NO.	ISSUED FOR	DATE
MLE			
DRAWN			
MLE			
CHECKED			
RXB			
CLIENT PROJ. NO.			
OC1.129206			

CITY OF COLOGNE  
BENTON CREEK RESTORATION  
EXISTING CONDITIONS & REMOVAL PLAN

SHEET

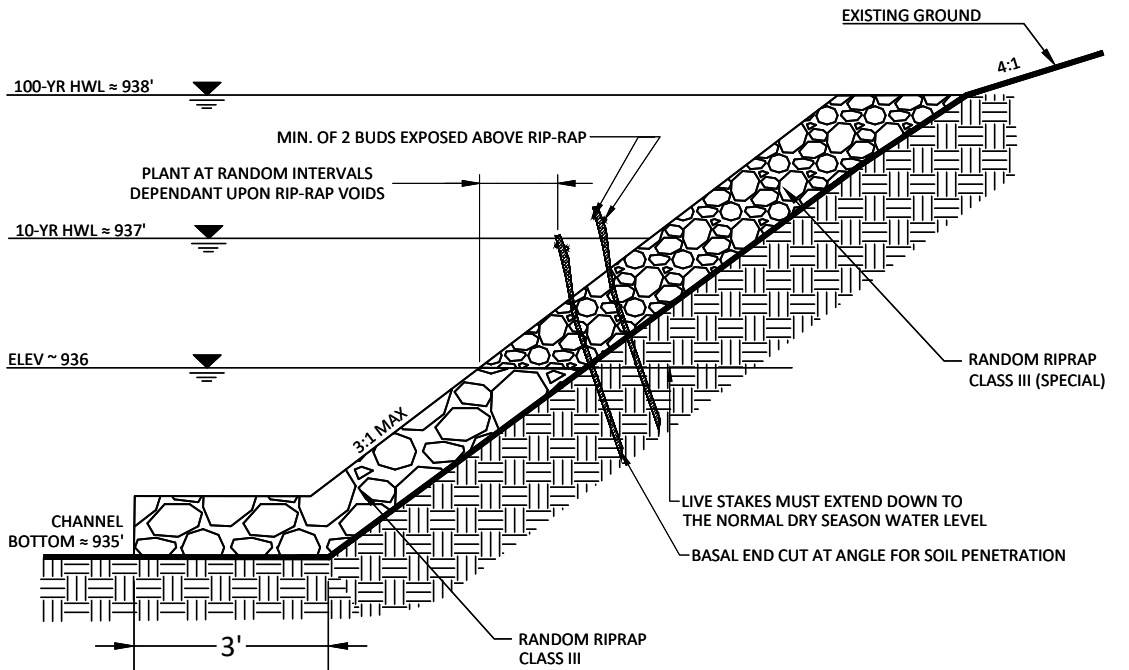
C0.01







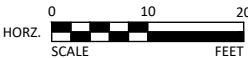
- NOTES:
1. ACCESS POINTS INTO THE PROJECT AREA SHALL BE AS SHOWN ON THE PLANS. ALL OTHER ACCESS POINTS MUST BE APPROVED BY THE CITY.
  2. THE CONTRACTOR SHALL COORDINATE WITH ALL PRIVATE UTILITY OWNERS TO PROTECT, SUPPORT, HOLD, DEENERGIZE, OR OTHERWISE ACCOMMODATE FOR CONSTRUCTION ACTIVITY. THIS WORK IS CONSIDERED INCIDENTAL FOR WHICH NO DIRECT COMPENSATION WILL BE MADE.
  3. THE CONTRACTOR WILL BE REQUIRED TO USE SPECIAL CONSTRUCTION TECHNIQUES SUCH AS SMALLER, MULTIPLE BACKHOE EXCAVATORS, BACK CASTING, OR OTHER METHODS TO KEEP DISTURBANCES TO THE EXISTING TREES AND CHANNEL CORRIDOR TO AN ABSOLUTE MINIMUM. ANY DAMAGE CAUSED BY THE CONTRACTOR DUE TO RECKLESS CONSTRUCTION OR LACK OF USING THE PREVIOUSLY MENTIONED SPECIAL CONSTRUCTION TECHNIQUES WILL BE REPAIRED/REPLACED BY THE CONTRACTOR AT THEIR OWN EXPENSE. ALL REPAIRS/REPLACEMENTS WILL BE COMPLETED TO THE SATISFACTION OF THE OWNER. THIS WILL BE STRICTLY ENFORCED AND THE CONTRACTOR SHOULD BID ACCORDINGLY.
  4. CONTRACTOR IS RESPONSIBLE TO LOCATE AND FIELD VERIFY ALL EXISTING UTILITIES PRIOR TO ALL WORK.
  5. CONTRACTOR SHALL INSTALL ALL EROSION CONTROL BMP'S PRIOR TO COMMENCEMENT OF GRADING.
  6. ALL GROUND DISTURBANCE GENERATED BY GRADING ACTIVITIES SHALL BE STABILIZED AND RESTORED AS SHOWN IN THE PLANS, WITH TOPSOIL/COMPOST MIXTURE AND APPLYING SEED AND EROSION CONTROL BLANKET, AS DIRECTED BY ENGINEER.
  7. ALL STREETS IN AND ADJACENT TO THE PROJECT SHALL REMAIN CLEAN AND PASSABLE AT ALL TIMES. ANY SEDIMENT OR DEBRIS SHALL B E REMOVED WITHIN 24 HOURS, OR AS OFTEN AS NECESSARY TO ENSURE PUBLIC SAFETY.
  8. CONTRACTOR TO PROVIDE SEDIMENT CHECKS (SILT FENCE, BIO-LOGS, ETC.) WITHIN PROJECT AT REASONABLE DISTANCES APART ON STEEP SLOPES DURING CONSTRUCTION TO PREVENT SEDIMENT DISCHARGING OFF SITE INTO STREET AND SURFACE WATERS.
  9. CONTRACTOR TO PROVIDE TEMPORARY EROSION CONTROL (HYDRO-MULCH, EROSION CONTROL BLANKET, POLY SHEETING, ETC.) TO PREVENT EROSION FROM OCCURRING WITHIN PROJECT DURING CONSTRUCTION. EXPOSED SOIL IS REQUIRED TO BE STABILIZED WITHIN 7 DAYS OF INACTIVITY, UNLESS UNDER FROZEN GROUND CONDITIONS.
  10. SILT FENCE SHALL FOLLOW, AS CLOSE AS POSSIBLE, TO A SINGLE CONTOUR LINE.
  11. TEMPORARY EROSION CONTROL NEEDED FOR TOPSOIL STOCKPILES SHALL BE CONSIDERED INCIDENTAL TO STRIP & RE-SPREAD TOPSOIL.
  12. THE POTENTIAL TRANSFER OF AQUATIC INVASIVE SPECIES (E.G. ZEBRA MUSSELS, EURASIAN MILFOIL, ETC.) SHALL BE MINIMIZED TO THE MAXIMUM EXTENT PRACTICABLE. ALL EQUIPMENT IN CONTACT WITH THE CREEK SHALL BE THOROUGHLY CLEANED PRIOR TO REMOVAL FROM THE PROJECT SITE.



NOTES:

1. KEY IN RIPRAP TO EXISTING SLOPES ON UPSTREAM AND DOWNSTREAM ENDS.
2. FIELD CONDITIONS MAY DIFFER. CONTRACTOR TO COORDINATE WITH ENGINEER DURING CONSTRUCTION.
3. REFER TO FOREST SERVICE SOIL BIO ENGINEERING CHAPTER 5 FOR INSTALLATION TECHNIQUES.
4. LIVE STAKES MUST HAVE SIDE BRANCHES REMOVED & BARK INTACTED.
5. LIVE STAKES SHALL BE SPACED 3-FEET APART.
6. MIN. 1/2" - 1.5" DIA. AND LONG ENOUGH TO EXTEND WELL INTO DRY SEASON WATER LEVEL .
7. PREPARE HOLE THROUGH RIP-RAP USING STEEL ROD, STINGER OR WATERJET STINGER.
8. TAMP LIVE STAKES INTO THE OPENINGS OF EXISTING RIP-RAP WITH BASEL ENDS OF CUTTINGS EXTENDING INTO UNDISTURBED SOIL.
9. SECOND ROW OF LIVE STAKING SHALL BE STAGGERED. COORDINATE WITH ENGINEER IN FIELD.
6. ACCEPTABLE SPECIES FOR LIVE STAKES:
  - 6.1. CORNUS SERICEA (RED TWIG DOGWOOD)
  - 6.2. GRAY DOGWOOD (CORNUS RACEMOSA)
  - 6.3. SAMBUCUS CANADENSIS (AMERICAN ELDERBERRY)

VEGETATED RANDOM RIP RAP RIVERBANK STABILIZATION TYPICAL SECTION  
NOT TO SCALE



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert Bean  
LIC. NO. 40410 DATE 11/XX/2023



2638 SHADOW LANE, SUITE 200  
CHASKA, MINNESOTA 55318  
Phone: (952) 448-8838  
Email: Chaska@bolton-menk.com  
www.bolton-menk.com

DESIGNED	NO.	ISSUED FOR	DATE
MLE			
DRAWN			
MLE			
CHECKED			
RXB			
CLIENT PROJ. NO.			
OC1.129206			

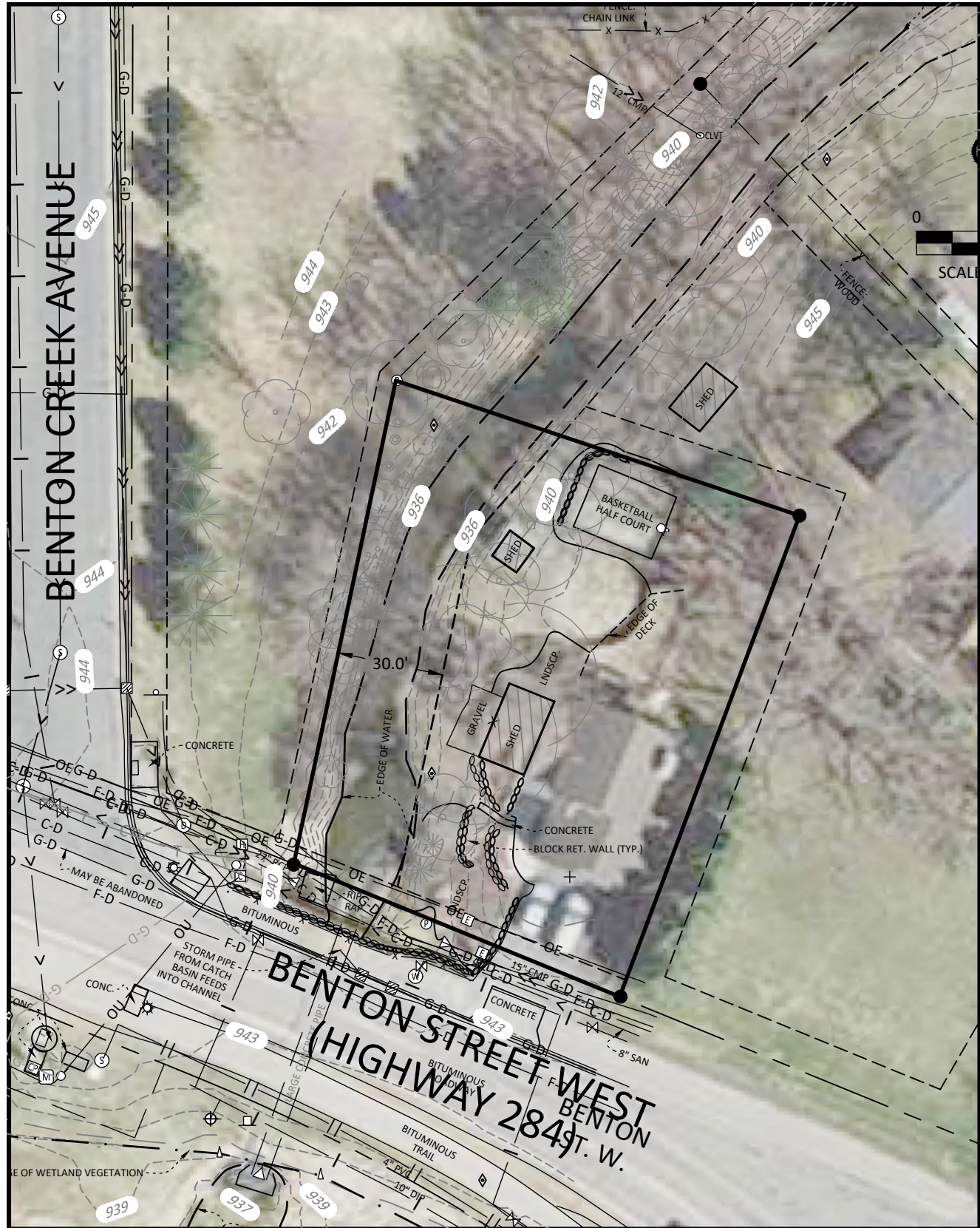
CITY OF COLOGNE  
BENTON CREEK RESTORATION  
STREAM BANK EROSION CONTROL & RESTORATION PLAN

SHEET

C2.01



H:\COLO\0C1129206\CAD\C3D\129206V-EXHB1.dwg 9/13/2023 8:13 AM



©Bolton & Menk, Inc. 2023, All Rights Reserved

PROPERTY EXHIBIT  
100 BENTON STREET EAST, COLOGNE, MN 55322

SELECT ADDRESS



**BOLTON  
& MENK**

PART OF:  
GOVERNMENT LOT 2  
SEC. 12, TWP. 115, RNG. 25  
CARVER COUNTY, MN

FOR: CITY OF COLOGNE

JOB NUMBER: 0C1.129206

FIELD BOOK:

DRAWN BY: ARK

SHEET 1 OF 1



**CITY OF COLOGNE  
RESOLUTION NO. 23-34**

**RESOLUTION ADOPTING 2024 BUDGET FOR ALL GENERAL, ENTERPRISE, AND  
CAPITAL INVESTMENT ACTIVITIES**

**WHEREAS**, the 2024 Budget for all City funds has been prepared in the manner prescribed by the Governmental Accounting Standards Board (GASB); and

**WHEREAS**, the 2024 Summary Budget for all City Funds has been presented and reviewed are hereby adopted as follows:

General Fund	\$1,716,310
Water Fund	\$595,683
Sewer Fund	\$467,860
Storm Water Fund	\$23,000
Debt Service	\$1,262,751

**WHEREAS**, additional budget detail is available at Cologne City Hall; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Cologne hereby adopts the 2024 Budgets for all City funds including General, Enterprise, and Capital Investments.

Adopted by the City Council of the City of Cologne this 18th day of December, 2023.

\_\_\_\_\_  
Matt Lein, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Morrison, City Clerk

M/\_\_\_\_\_

Lein\_\_\_\_\_

Kells\_\_\_\_\_

Szaroletta\_\_\_\_\_

S/\_\_\_\_\_

Bruss\_\_\_\_\_

Lenzen\_\_\_\_\_



**CITY OF COLOGNE  
RESOLUTION NO. 23-35  
ADOPTING FINAL  
TAX LEVY COLLECTIBLE IN 2024**

**WHEREAS**, the City of Cologne has prepared its 2024 Tax Levy; and

**WHEREAS**, the following final tax levy, net of Local Government Aid, will be certified to the County Auditor by December 28, 2023;

General Fund Tax Levy	\$1,051,057
2013A Crossover Refunding	\$387,537
2018A Equipment Certificates	\$68,272
2020A Street Reconstruction	\$162,816
2021A Hwy 284 Project	\$37,080
2023A Street Reconstruction	\$116,192
<b>Total Tax Levy Collectible in 2024</b>	<b>\$1,822,954</b>

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Cologne, Minnesota, to authorize a final 2024 Tax Levy collectible net of Local Government Aid of \$1,822,954.

Adopted by the City Council of the City of Cologne, Minnesota, this 18th day of December, 2023.

\_\_\_\_\_  
Matt Lein, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Morrison  
City Clerk

M/ \_\_\_\_\_

Szaroletta \_\_\_\_\_

Bruss \_\_\_\_\_

S/ \_\_\_\_\_

Lein \_\_\_\_\_

Kells \_\_\_\_\_

Lenzen \_\_\_\_\_

**CITY OF COLOGNE  
RESOLUTION NO. 23-36  
RESOLUTION APPROVING PUBLICATION OF  
ORDINANCE NO. 161-Q BY TITLE AND SUMMARY**

**WHEREAS**, on December 18, 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 18<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
Matt Lein, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Morrison  
City Clerk

M/ \_\_\_\_\_

Lein

Kells

S/ \_\_\_\_\_

Lenzen

\_\_\_\_\_  
Szaroletta

Bruss

**CITY OF COLOGNE FEE SCHEDULE**  
**Fee Schedule Effective January 1, 2024 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	\$8.00 per 1000 gallons of water ERU (Equivalent Resident Unit) \$16.00/month
---	--

**Utility Connection Fees**

Water Hookup	\$140.00
Water Meter	\$550.00
Water Permit	\$65.00
Water Access Charge (Per ERU)	\$5,000.00
Sewer Hookup	\$140.00
Sewer Permit	\$65.00
Sewer Access Charge (Per ERU)	\$4,500.00
Curbstop Cover*	\$175.00

\*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
Roadway Obstruction Permit Fee	\$25.00
Peddler, Transient Merchant	\$200.00 Annual License Fee
Solicitor	\$200.00 Annual License Fee
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



**CITY OF COLOGNE FEE SCHEDULE**  
**Fee Schedule Effective January 1, 2024 per Ordinance 161-Q**

Late Fee - Utility Bills	5% of past due balance/month
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
\$50,000.00 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

**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, 2024 per Ordinance 161-Q**

Second Family Member	\$9.00
Each Additional After Second Member	\$5.00
Student Pass (Good for 1 month, students visiting home)	\$15.00
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 \$60/day
----------	---------------------------

**Community Room (per day)**

Resident (Fri - Sun & Holidays)	\$80.00
Regular (Fri - Sun & Holidays)	\$100.00
Resident (Mon - Thurs, excluding holidays)	\$50.00
Regular/Com. (Mon - Thurs, excl. holidays)	\$60.00

**Gymnasium**

Hourly Rates per Full/half gym	City Resident	Non-Resident
Public Non-Profit	\$30/\$15	\$40/\$20
For Profit	\$40/\$20	\$50/\$25

**Social Gatherings (Gym & Serving Kitchen)**

	City Resident	Non-Resident
Per Hour Fri-Sund (Holiday) (4 hour minimum)	\$50	\$60
Per Hour Mon-Thursday (4 hour minimum)	\$40	\$50

**Birthday Party Rental**

	City Resident	Non-Resident
3 hrs. gym & serving kitchen	\$100	\$125

**Gymnasium - Weddings/Large Event (Full day use)**

Facility Charge- Includes clean up, takedown, security and full drapery	\$2,700.00
Early Access (Day Before Event)	\$100.00

**Additional Services**

Event Setup	\$250.00
Ceiling Drapery	\$350.00
Accessory Drapery (All Pieces)	\$150.00
Stage Drapery Only	\$50.00
Place Setting (Dishes/Utensils/Water Glass)	\$.50 each

**Serving Kitchen**

Daily Rental	\$40	\$50
--------------	------	------

**Damage Deposits**

Wedding / Large Event	\$1,000.00
Social Gathering/Community Room/Birthday Parties	\$100.00

**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

## 2024 Holidays - Office Closed

Monday, January 1, 2024 New Years Day

Monday, January 15, 2024	MLK Jr Day
Monday, February 19, 2024	President's Day
Monday, May 27, 2024	Memorial Day
Wednesday, June 19, 2024	Juneteenth
Thursday, July 4, 2024	Independence Day - Observed
Monday, September 2, 2024	Labor Day
Monday, November 11, 2024	Veteran's Day
Thursday, November 28, 2024	Thanksgiving Day
Friday, November 29, 2024	Day after Thanksgiving
Wednesday, December 25, 2024	Christmas Observed

Plus 1 floating holiday - needs approval

## 2024 City Council Meeting Dates

Tuesday January 2, 2024  
Tuesday January 16, 2024  
Monday February 5,, 2024  
Tuesday February 20, 2024  
Monday March 4, 2024  
Monday March 18, 2024  
Monday April 1, 2024  
Monday April 15, 2024  
Monday May 6, 2024  
Monday May 20, 2024  
Monday June 3, 2024  
Monday June 17, 2024  
Monday July 1, 2024  
Monday July 15, 2024  
Monday August 5, 2024  
Monday August 19, 2024  
Tuesday September 3, 2024  
Monday Sept 16, 2024  
Monday October 7, 2024  
Monday October 21, 2024  
Monday November 4, 2024  
Monday November 18, 2024  
Monday December 2, 2024  
Monday December 16, 2024

<b>City of Cologne Appointments</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
<b>Official Depositories</b>	Old National, Security Bank, Citizens State Bank-NYA, 4M Fund	Old National, Security Bank, Citizens State Bank-NYA, 4M Fund	Old National, Security Bank, Citizens State Bank-NYA, 4M Fund
<b>Official Newspaper</b>	Norwood News & Times	Norwood News & Times	Norwood News & Times
<b>Acting Mayor</b>	Sarah Bruss	Sarah Bruss	Sarah Bruss
<b>Watershed Representative</b>	Carol Szaroletta	Carol Szaroletta	Carol Szaroletta
<b>Parks &amp; Streets</b>	Matt Lein & Nathan Kells	Matt Lein & Nathan Kells	Matt Lein & Nathan Kells
<b>Emergency Management Dir</b>	Matt Lein	Matt Lein	Matt Lein
<b>Planning Commission Liaison</b>	Carol Szaroletta	Carol Szaroletta	Carol Szaroletta
<b>Weed Inspector</b>	Brian Vos	Brian Vos	Brian Vos
<b>Health Clinic</b>	Lakeview Clinic	Lakeview Clinic	Lakeview Clinic
<b>Auditor</b>	Abdo thru FY 2023	Abdo thru FY 2023	Abdo thru FY 2023
<b>Building Inspector</b>	Metro West Inspections	Metro West Inspections	Metro West Inspections
<b>City Attorney</b>	Melchert, Hubert, & Sjodin	Melchert, Hubert, & Sjodin	Melchert, Hubert, & Sjodin
<b>City Planner</b>	Collaborative Planning	Collaborative Planning	Collaborative Planning
<b>City Engineer</b>	Bolton & Menk	Bolton & Menk	Bolton & Menk
<b>Fire Chief</b>	Chad Vos	Nick Joos	Nick Joos
<b>1st Assistant Chief</b>	Brian Loscheider	Chad Vos	Chad Vos
<b>2nd Assistant Chief</b>	Vacant	Brian Loscheider	Brian Loscheider
<b>Personnel Committee</b>	Rachel Lenzen & Sarah Bruss	Rachel Lenzen & Sarah Bruss	Rachel Lenzen & Sarah Bruss
<b>Chairperson of Planning Commission - term ends 12/31/2023</b>	Bernie Shambour	Bernie Shambour	
<b>Vice Chairperson of Planning Commission - term ends 12/31/2023</b>	Jenn Brewington	Jenn Brewington	
<b>Cologne Fire Department Relief Association/Trustee</b>	Jesse Dickson/Matt Lein	Jesse Dickson/Matt Lein	
<b>Glad Days Committee Member</b>	Rachel Lenzen	Sarah Bruss	
<b>Communities of Belonging Liaison</b>	Nathan Kells	Nathan Kells	



**City of Cologne**  
**November 2023**





**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 11/01/2023 To: 11/30/2023**

## **Cologne City**

### **Patrol**

#### **A Offense**

Assault 1

**Total A Offense: 1**

#### **B Offense**

Ordinances 1

**Total B Offense: 1**

#### **Non Criminal**

Misc Non-criminal 4

Alarm 1

Missing Person 1

Animal 3

Medical Calls Received 7

Assist Other Agency 1

Fire Calls Reveived 2

Suspicious Activity 4

Disturbance (Info Only) 2

**Total Non Criminal: 25**

#### **Traffic**

Traffic - Misc 1

Traffic Stop 16

Driving Complaint 1

**Total Traffic: 18**

**Total Patrol: 45**

### **Administrative**

#### **Administrative**

GunPermit-Acquire 1

GunPermit-CarryNew 1

GunPermit-CarryRenew 2

**Total Administrative: 4**

**Total Administrative: 4**

**Total Cologne City: 49**



**Carver County Sherff's Office**  
**Arrest Summary**  
**For: Cologne City**  
**From: 11/01/2023 To: 11/30/2023**

**Cologne City**

13B - Simple Assault

Totals for Cologne City

Total Charges

Total Arrestees

Total Incidents

1

1

1

1

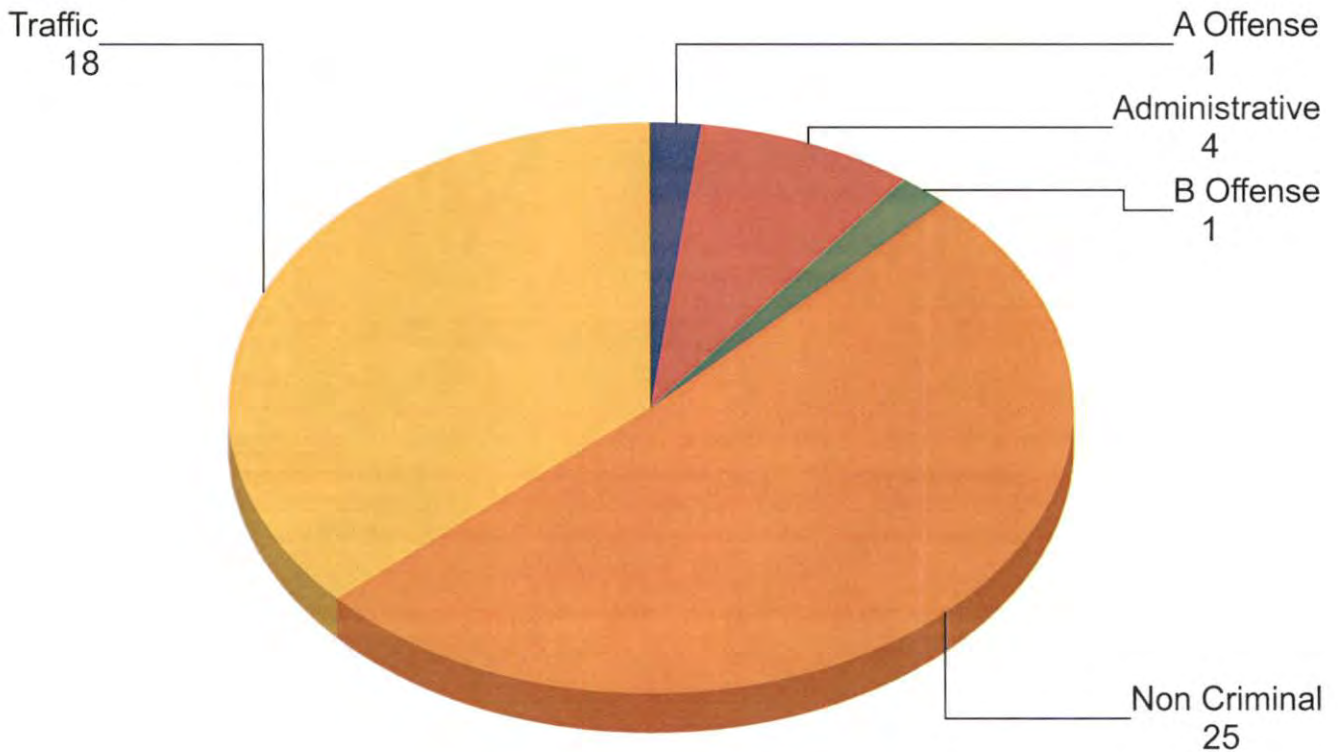
1

1



**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 11/01/2023 To: 11/30/2023**

**Cologne City**



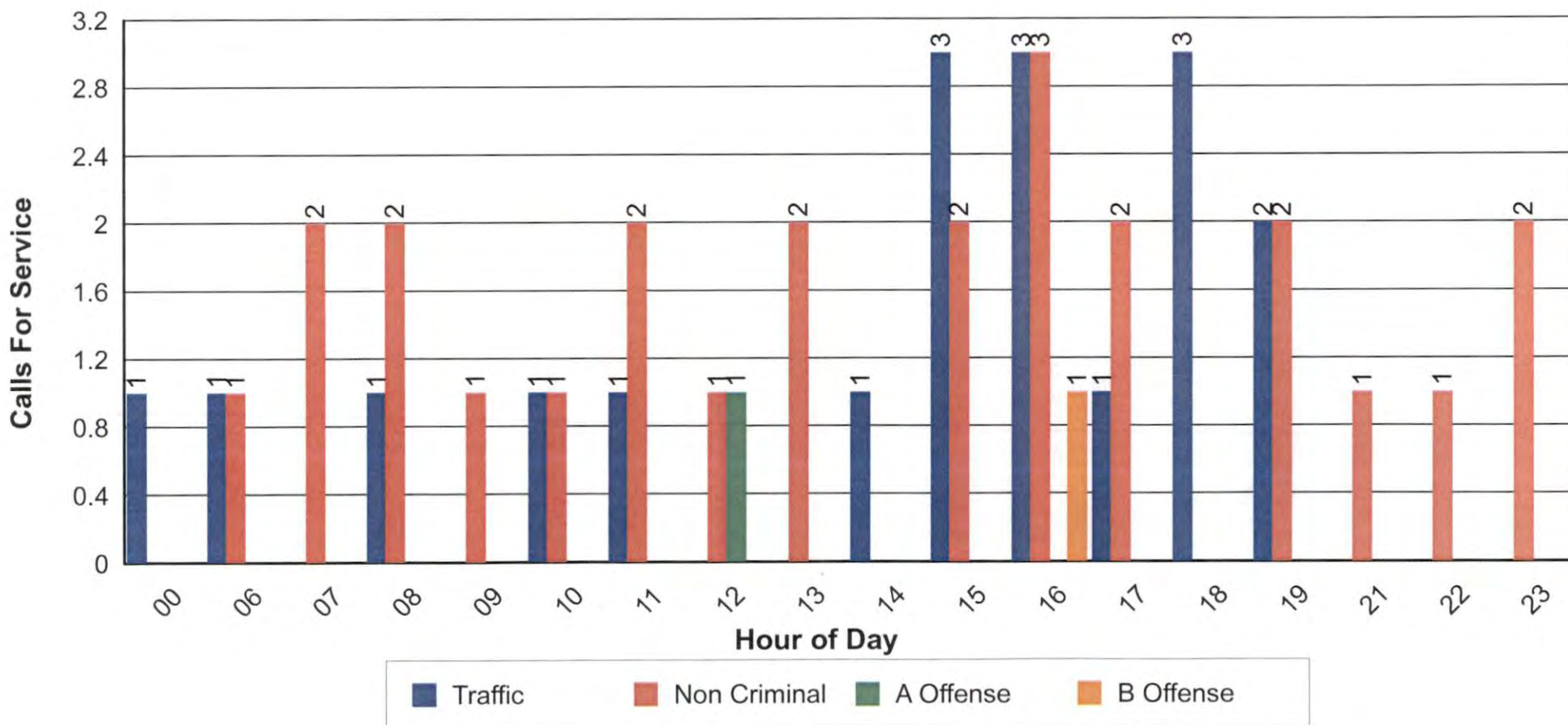
Total A Offense:	1
Total B Offense:	1
Total Non Criminal:	25
Total Traffic:	18
Total Administrative:	4

**Total Cologne City: 49**



**Carver County Sheriff's Office**  
**Hour of Day Analysis of Calls for Service**  
**Patrol Activity**  
**From: 11/01/2023 To: 11/30/2023**

## Cologne City

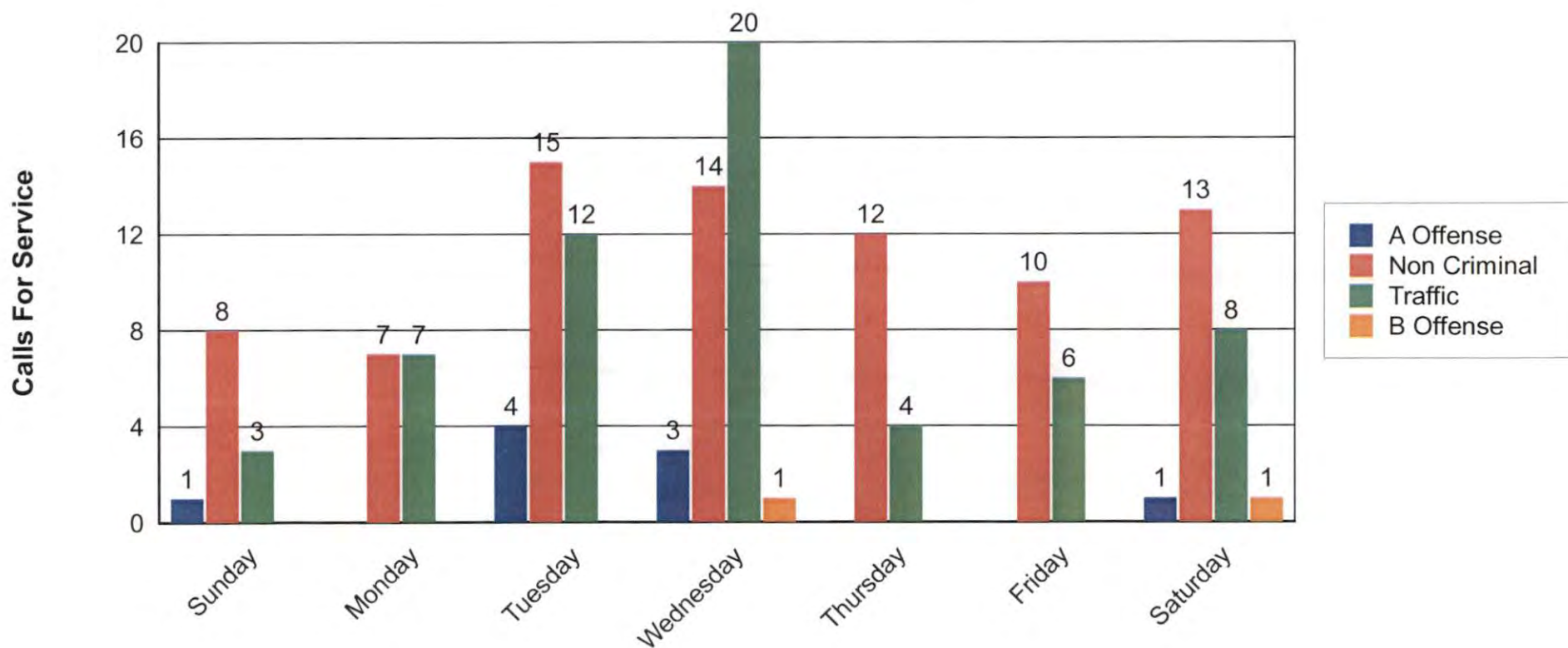


**Total Cologne City: 45**



**Carver County Sheriff's Office**  
**Day of Week Analysis of Calls for Service**  
**Patrol Activity**  
**From: 01/01/2023 To: 04/30/2023**

## Cologne City



**Total Cologne City: 150**



# **Carver County Sherff's Office**

## **Traffic Citation Summary**

**From: 11/01/2023 To: 11/30/2023**

### **Cologne City**

DAS, DAR, DAC:	2
Expired DL:	1
Expired Tabs:	1
No Proof Of Insurance:	1
Restricted License Violation:	1
Speed:	1
Total Cologne City:	7





**Carver County Sheriff's Office**  
**Verbal Warnings**  
**From: 11/01/2023 to 11/30/2023**

**Cologne City**

Animal:	2
Traffic Stop:	11
Grand Total Verbal Warnings:	13