



City Council Meeting Minutes

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

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

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Motion by Councilmember Szaroletta to adopt the agenda, 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. **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 4th Quarter Payroll Summary**
- f. **Cologne City Council & Planning Commission Annual Payroll Summary**

After discussion, Councilmember Kells made a motion to approve the consent agenda, second by Councilmember Bruss. Motion carried 4-0.

6. NEW COUNCIL BUSINESS

i. Chad Vos – Cologne Fire Chief

1. BKV Fire Department Presentation

Representatives of BKV group reviewed their research into the current Fire Department facilities outlining its strengths and weakness and presented 3 possible options to address current and future growth needs. After answering questions from the Council, Mayor Lein told the Fire Chief that he would meet with him to discuss the next steps.

2. Cologne Fire Relief Association Donation

Chief Vos said that the Relief Association was donating \$40,000 to the city, directing the funds to be allocated as \$20,000 for the LaFrance Restoration and \$20,000 for purchase of medical equipment for the Fire Department. Motion by Councilmember Bruss to accept Resolution 23-38 Accepting Donation from Cologne Fire Relief Association, second by Councilmember Kells. Motion carried 4-0.

ii. Jake Saulsbury – Bolton & Menk

1. Benton Lake Outlet Update

Mr. Saulsbury reviewed the progress on addressing the research into the outlet having erosion and sediment build up occurring and work done to improve the outlet. Before any recommended work could occur, there would have to be an easement to access the property. Mr. Saulsbury noted that the property owner was not comfortable providing a permanent easement and would allow only a temporary work easement. Permitting was progressing and the County may be providing Grant funds for the work.

Councilmembers discussed that if there is not a permanent easement, the City could not access the outlet do ongoing maintenance. After discussion, the consensus of the Council was to not move forward with any more work on the outlet.

iii. PUBLIC HEARING: Truth in Taxation Hearing

Motion by Councilmember Bruss to open the public hearing for the Truth in Taxation Hearing, second by Councilmember Szaroletta. Motion carried 4-0. Administrator Dickson reviewed the proposed 2024 Budget that contained a 6% levy increase noting that the majority of the increase impacts emergency services with the increase in the Police Contract hours and the doubling of fire calls that has occurred in 2023. Mayor

Lein asked if any members in the audience had any questions on the budget, there being none Councilmember Bruss made a motion to close the public Truth in Taxation hearing, second by Councilmember Kells. Motion carried 4-0.

iv. Resolution 23-34 Approving 2024 Budget

After discussion Councilmember Bruss made a motion adopting Resolution 23-34 Approving the 2024 budget, second by Councilmember Szaroletta. Motion carried 4-0.

v. Resolution 23-35 Final Tax Levy Collectible 2024

Administrator Dickson reviewed the Final Tax Levy Collectible in 2024 with the Council. After discussion Councilmember Bruss made a motion adopting Resolution 23-35 Final Tax Levy Collectible 2024, second by Councilmember Szaroletta. Motion carried 4-0.

vi. PUBLIC HEARING: Fee Schedule 2024

Motion by Councilmember Bruss to open the public hearing for the 2024 Fee Schedule, second by Councilmember Szaroletta. Motion carried 4-0. Mayor Lein asked if any members in the audience had any questions on the Fee Schedule, there being none Councilmember Bruss made a motion to close the public hearing for the 2024 Fee Schedule, second by Councilmember Szaroletta. Motion carried 4-0.

vii. Resolution 23-36 Approving Ord. No. 161-Q By Title and Summary

City Clerk Morrison reviewed the major changes to the fee schedule with the Council. After discussion, Councilmember Bruss made a motion to approve the 2024 Fee Schedule, second by Councilmember Kells. Motion carried 4-0.

viii. 2024 Holidays

Motion by Councilmember Kells to adopt the 2024 city holiday schedule as presented, second by Councilmember Bruss. Motion carried 4-0.

ix. 2024 City Council Meeting Schedule

Motion by Councilmember Bruss to approve the 2024 City Council meeting schedule, second by Councilmember Szaroletta. Motion carried 4-0.

i. 2024 City Council Appointments

Mayor Lein and Councilmembers discussed the various committees and appointments providing a final version to be adopted at the January 2, 2024 Council meeting.

ii. City Administrator Update

Mayor Lein updated the Council that after accepting Mr. Dickson's resignation at the December 11th Special Meeting, the committee formed to decide next steps had discussions with City Clerk Morrison and have come to an agreement to make a

recommendation to Council to offer Ms. Morrison the role. After talking with Attorney Kelly Dohm about statutory requirements it was decided that Ms. Morrison should have included in her title the role of City Clerk. The recommendation from the committee was that in January a posting would be made to hire a deputy clerk for the City. Ms. Dohm also recommended to the committee that the Council should act on the proposed Resolution 23-37 to put Ms. Morrison in place to have the needed authorities, with the understanding that a formal contract with Ms. Morrison would be acted on in January after the Job Description was updated. After discussion, Councilmember Kells made a motion to accept Resolution 23-37 Approving Michelle Morrison as City Administrator/Clerk, second by Councilmember Szaroletta. Motion carried 4-0.

2. BOARD REPORTS

a. November Sheriff's Report

3. ANNOUNCEMENTS

As this was Administrator Dickson's final Council meeting, Mayor Lein thanked him for his years of service to the residents and wished him continued success in his new job.

4. ITEMS REMOVED FROM THE CONSENT AGENDA

5. ADJOURN

Motion by Councilmember Szaroletta to adjourn at 8:30 PM, second by Councilmember Bruss. Motion carried 4-0.

Respectfully Submitted:

Attest:



Michelle Morrison

City Administrator/City Clerk



Matt Lein

Mayor