



City Council Meeting Minutes

Tuesday, January 2, 2024 7:00 PM

Cologne Community Center, 1211 Village Parkway

Vision Statement

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

Mayor: Matt Lein
Councilmember: Carol Szaroletta
Councilmember: Sarah Bruss
Councilmember: Rachel Lenzen
Councilmember: Nathan Kells

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

1. CALL MEETING TO ORDER & ROLL CALL

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

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Mayor Lein asked that the agenda be modified to add item f. under Consent Agenda: Approve Gambling License for Pheasants Forever Banquet on February 24, 2024, and under New Business item a. CFD Chief Chad Vos Grass Rig Update. Motion by Councilmember Kells to adopt the agenda as amended, second by Councilmember Szaroletta. Motion carried 3-0.

4. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE

a. Micha Ostegard

Cologne resident and Communities of Belonging member Micha Ostegard came before the Council to discuss proposals for a comprehensive park and trail system master plan in the City. The two proposals range in cost from \$38,000 to \$50,000 and include a needs analysis, community engagement, planning recommendations and a Park System Plan Document. Carver County has SHIP grant funds available to offset the cost by \$24,000.

Councilmember Kells spoke in favor of moving forward with the project, Mayor Lein expressed reservations in moving forward believing that it would send the signal that the city has funds to move forward with recommendations that may come out of the proposals. The city has invested in VFW park this past year and other park improvements. Mayor Lein also stated that future park expenditures should be paid for when developments are approved, and park dedication fees are collected. At the current time, the only development is in Winkler 5th and no other projects have come forward.

After discussion Mayor Lein made a motion to table the discussion until April after the 2023 Audit is completed and the city has a better idea of what reserve funds are available, second by Councilmember Szaroletta. Motion carried 3-0.

b. Bernie Shambour

Resident Bernie Shambour asked the Council if an alternative path forward for securing a building permit on the 209 Playhouse St project would be to add indoor storage as a permitted interim use in City Ordinance 153.007. Mayor Lein noted that he had intended to speak with City Planner Cindy Nash about a path forward for the project but the departure of Administrator Dickson, Ms Nash being ill and the holidays had kept him being able to move forward. Mayor Lein told Mr. Shambour that he would reach out to Ms. Nash and would be in touch with him.

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 18, 2023 City Council Minutes

b. December 29, 2023 Emergency Meeting City Council Minutes

c. December 29, 2023 Check EFT Register

d. December 29, 2023 Payroll Summary

e. 2024 Annual Appointments

f. Approve Gambling License for Pheasants Forever February 24, 2024.

After discussion, Councilmember Kells made a motion to approve the consent agenda, second by Councilmember Szaroletta. Motion carried 3-0.

6. NEW COUNCIL BUSINESS

a. Chad Vos Grass Rig Update

Chief Vos reviewed the history with the city purchasing a used vehicle from the Minnesota Department of Natural Resources in August of 2023, and the plan to outfit the vehicle to replace the existing grass rig. The State Legislature also approved a onetime payment to cities for Public Safety Aid which was received in December in the amount of \$90,015.00. The department is ready to move forward with the retrofitting, there a several different components to accomplish this, none of which is over the \$25,000 threshold that would require multiple bids.

After discussion Councilmember Kells made a motion authorizing moving forward with outfitting the Grass Rig in an amount not to exceed \$55,000, which includes the \$7,500 already spent on purchase of the vehicle, and to use the Public Safety Aid for the project, second by Councilmember Szaroletta. Motion carried 3-0.

b. Approve 2024 Employee Grade and Step Recommendation from the Personnel Committee

Mayor Lein reviewed discussions he and Councilmember Bruss had with employees and reviewed the recommended changes in steps for employees. After discussion Councilmember Kells made a motion to approve the 2024 Salary Recommendations as presented, second by Councilmember Szaroletta. Motion carried 3-0.

c. Approve the City Administrator/Clerk/Treasurer Contract

Mayor Lein informed the Council that he and Councilmember Bruss had several discussions with Attorney Dohm in finalizing a contract for Ms. Morrison. There are statutory requirements that need to be included in both the Job Description and Job Title. After discussion, Councilmember Szaroletta made a motion to amend Ms. Morrison's job title to City Administrator/Clerk/Treasurer, second by Councilmember Kells. Motion carried 3-0. After reviewing the Job Description, Code of Ethics and Contract Councilmember Kells made a motion to approve the City Administrator/Clerk/Treasurer contract with Ms. Morrison, second by Councilmember Szaroletta. Motion carried 3-0

7. BOARD REPORTS

8. ANNOUNCEMENTS

9. ITEMS REMOVED FROM THE CONSENT AGENDA

10. ADJOURN

Motion by Councilmember Szaroletta to adjourn at 8:15 PM, second by Councilmember Kells. Motion carried 3-0.

Respectfully Submitted:

Attest:

Michelle Morrison

Michelle Morrison

City Administrator/City Clerk/Treasurer

MA

Matt Lein

Mayor