



City Council Meeting Agenda

Monday, May 19, 2025 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: Sarah Bruss
Councilmember: Jeri Bowers
Councilmember: Selmer Olson
Councilmember: Carol Szaroletta

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. May 5, 2025 City Council Minutes
- b. Accounts Payable from May 6th, 2025
- c. May 20, 2025 Payroll Summary
- d. Res No 25-12 Approving Hiring Summer Help
- e. Res No 25-13 Authorizing a 2026 Capital Budget Request to the State of Minnesota For a Wastewater Treatment Improvement Project

6. NEW COUNCIL BUSINESS

- a. Summer City Council Meeting Schedule

7. INFORMATIONAL ITEMS

- a. Administrator Update
- b. Council / Mayor Reports
- c. April 2025 Sheriff Report

8. ITEMS REMOVED FROM THE CONSENT AGENDA

9. ADJOURN

CALENDAR OF EVENTS/MEETINGS

May 26 th	Monday	Memorial Day – Office Closed
June 4 th	Wednesday	Planning Commission Meeting
June 16 th	Monday	City Council Meeting



City Council Meeting Minutes

Monday, May 5, 2025 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: Sarah Bruss
Councilmember: Jeri Bowers
Councilmember: Selmer Olson
Councilmember: Carol Szaroletta

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1. CALL MEETING TO ORDER & ROLL CALL

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

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Motion by Councilmember Bowers to adopt the agenda as presented, second by Councilmember Szaroletta. 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. April 21, 2025 City Council Minutes**
- b. Accounts Payable from April 22, 2025**
- c. May 6, 2025 Payroll Summary**
- d. Hollander Club Liquor License**
- e. Glad Days Temporary Liquor License**
- f. Res No 25-10 Accepting Donation**
- g. Res No 25-11 Hiring Seasonal Worker**

After discussion, Councilmember Szaroletta made a motion to adopt the consent agenda, second by Councilmember Olson. Motion carried 4-0.

6. NEW COUNCIL BUSINESS

7. INFORMATIONAL ITEMS

- a. Administrator Update**
- b. Council / Mayor Reports**

8. ITEMS REMOVED FROM THE CONSENT AGENDA

9. ADJOURN

Motion by Councilmember Szaroletta to adjourn at 7:25 PM, second by Councilmember Bowers. Motion carried 4-0.

Respectfully Submitted:

Attest:

Michelle Morrison

City Administrator/City Clerk

Matt Lein

Mayor

CITY OF COLOGNE

05/14/25 12:57 PM

Page 1

***Check Summary Register©**

Batch:

050125CenterPoint,050125Mackenthuns,050725ALPHAEARTH,050725Diversified,050725zerorez,050925PerMar,050925Imperial
 Dade,051925CR,051325PitneyBowes,050525XCEL,050525PremWater,050225BroadBand,050525CenterPoint,051325CarCo,051325Q
 ualityFlow,051425REPUBLIC,051425HealthPartners,051425UpKeep,051425Cintas,051425GopherOne,051425USABB,051425XCEL,0
 51425NCPERS,051425Diversified

	Name	Check Date	Check Amt	
10100	Checking			
2625e	CENTERPOINT	5/1/2025	\$415.91	105 Benton St
2626e	MACKENTHUN'S	5/1/2025	\$90.39	CFD- water & powerade
2627e	ALPHA EARTHWORKS	5/7/2025	\$1,620.00	Hydroseed Around New Basketball Court Villag
2628e	DIVERSIFIED PLUMBING & HEAT	5/7/2025	\$1,552.50	Repair Mens Urinal
2629e	ZEROREZ	5/7/2025	\$216.75	Carpet Cleaning Fire Hall
2631e	PER MAR SECURITY SERVICES	5/9/2025	\$130.74	Quarterly Security Services
2632e	IMPERIAL DADE	5/9/2025	\$4,102.50	Repairs to T5 Floor Scrubber
2633e	PITNEY BOWES	5/13/2025	\$189.24	Monthly Lease Fee - Q2
2634e	XCEL ENERGY	5/13/2025	\$5,015.66	Cologne Community Center
2635e	PREMIUM WATERS, INC.	5/13/2025	\$47.46	Drinking water PW/CC
2636e	BROADBAND CORP	5/13/2025	\$24.95	WWTP Internet May
2637e	CENTERPOINT	5/13/2025	\$855.34	107 John Ave
2638e	CAR-CO INC	5/13/2025	\$534.33	WWTP
2639e	QUALITY FLOW SYSTEMS, INC	5/13/2025	\$1,000.00	Service Check of 5 LS
2640e	REPUBLIC SERVICES	5/14/2025	\$943.68	PW Garbage
2641e	HEALTH PARTNERS	5/14/2025	\$1,730.83	Employee Medical and Dental Insurance - Jun
2642e	UpKeep Cleaning, LLC	5/14/2025	\$850.00	CCC Cleaining- May 4 Mondays
2643e	CINTAS CORPORATION	5/14/2025	\$218.36	Uniforms
2644e	GOPHER STATE ONE-CALL (INC)	5/14/2025	\$90.45	Locates - April
2645e	USA BLUE BOOK	5/14/2025	\$95.81	Waste Water Treatement Testing
2646e	XCEL ENERGY	5/14/2025	\$2,897.57	Street Light
2647e	NCPERS Group Life Ins	5/14/2025	\$80.80	Employee Life Insurance - June
2648e	DIVERSIFIED PLUMBING & HEAT	5/14/2025	\$248.00	Urinal repair
29342	MARK ANDERSON	5/19/2025	\$120.00	Event Security 05.10.25
29343	BOLTON & MENK, INC	5/19/2025	\$7,520.50	Misc Engineering
29344	BOUND TREE MEDICAL, LLC	5/19/2025	\$155.03	Curaplex Manual Blood Pressure Cuff
29345	CARVER COUNTY	5/19/2025	\$1,359.38	Fiber Optic Connection
29346	TOM CLABO	5/19/2025	\$120.00	Event Security 5.10.25
29347	COLLABORATIVE PLANNING, LL	5/19/2025	\$2,128.00	Misc. Planning
29348	CUSTOMIZED FIRE RESCUE TR	5/19/2025	\$1,000.00	Class 4.21.25 NFPA
29349	IRASEMA DIAZ-REYES	5/19/2025	\$551.62	Damage Deposit Refund; Event 5.10.25
29350	CAROL DVORAK	5/19/2025	\$100.00	Damage Deposit Refund; event 5.4.25
29351	EMERGENCY TECHNICAL DECO	5/19/2025	\$573.00	Turnout Coats
29352	NORMA PEREZ	5/19/2025	\$900.00	Event Cleaning 5.10.25
29353	Kelli Naatz	5/19/2025	\$175.00	Damage Deposit Refund; Event 5.5.25, \$25 eq
29354	PUGH, RACHEL	5/19/2025	\$100.00	Damage Deposit Refund; event 5.3.25
29355	Kelly Jo SeEVERS	5/19/2025	\$137.68	Final bill overpayment refund; 2017 Cobbleston
29356	SITE ONE	5/19/2025	\$382.22	Fritz Field
29357	STRAIGHT UP SERVICES, INC	5/19/2025	\$205.14	
29358	TIM WATTS	5/19/2025	\$100.00	Damage Deposit Refund; event 05.03.25
Total Checks			\$38,578.84	

CITY OF COLOGNE

05/14/25 12:57 PM

Page 2

*Check Summary Register©

Batch:

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Dade,051925CR,051325PitneyBowes,050525XCEL,050525PremWater,050225BroadBand,050525CenterPoint,051325CarCo,051325Q
ualityFlow,051425REPUBLIC,051425HealthPartners,051425UpKeep,051425Cintas,051425GopherONE,051425USABB,051425XCEL,0
51425NCPERS 051425Diversified

Name	Check Date	Check Amt
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Clerk Treasurer

Date

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CITY OF COLOGNE

05/14/25 12:58 PM

Page 1

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 51425NCPERS 051425Diversified

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Checking					
2625 e	05/01/25	CENTERPOINT			
E 602-49470-383		Gas Utilities	\$20.78		105 Benton St
E 601-48930-383		Gas Utilities	\$356.03		2224 Naples
E 602-49470-383		Gas Utilities	\$19.55		124 Hazelwood Ave LFT STN
E 602-49470-383		Gas Utilities	\$19.55		1022 Meadow St LFT STN
		Total	\$415.91		
2626 e	05/01/25	MACKENTHUN'S			
E 101-42210-210		Operating Supplies (GEN	\$90.39		CFD- water & powerade
		Total	\$90.39		
2627 e	05/07/25	ALPHA EARTHWORKS			
E 101-45200-430		Miscellaneous (GENERAL	\$1,620.00	1081	Hydroseed Around New Basketball Court Village Park
		Total	\$1,620.00		
2628 e	05/07/25	DIVERSIFIED PLUMBING & HEATING			
E 101-45100-401		Repairs/Maint Buildings	\$1,552.50	42533	Repair Mens Urinal
		Total	\$1,552.50		
2629 e	05/07/25	ZEROREZ			
E 101-42210-401		Repairs/Maint Buildings	\$216.75	671755	Carpet Cleaning Fire Hall
		Total	\$216.75		
2631 e	05/09/25	PER MAR SECURITY SERVICES			
E 101-45100-312		Contractual Services	\$130.74		Quarterly Security Services
		Total	\$130.74		
2632 e	05/09/25	IMPERIAL DADE			
E 101-45100-401		Repairs/Maint Buildings	\$4,102.50		Repairs to T5 Floor Scrubber
		Total	\$4,102.50		
2633 e	05/13/25	PITNEY BOWES			
E 101-41400-312		Contractual Services	\$189.24		Monthly Lease Fee - Q2
		Total	\$189.24		
2634 e	05/13/25	XCEL ENERGY			
E 101-45100-381		Electric Utilities	\$2,192.21		Cologne Community Center
E 101-43160-381		Electric Utilities	\$211.37		1108 Village
E 101-45200-381		Electric Utilities	\$8.69		3002 Gold Nugget
E 101-43100-381		Electric Utilities	\$32.97		201 Benton St
E 601-49400-381		Electric Utilities	\$8.96		Well #3
E 101-43100-381		Electric Utilities	\$13.07		Storage Shed
E 601-49400-381		Electric Utilities	\$2,488.09		Water Tower
E 101-41940-381		Electric Utilities	\$60.30		701 Lake
		Total	\$5,015.66		
2635 e	05/13/25	PREMIUM WATERS, INC.			
E 101-43100-200		Office Supplies (GENERA	\$16.53	310708978	Drinking water PW/CC
E 101-43100-200		Office Supplies (GENERA	\$16.53	310764324	Drinking water PW/CC

CITY OF COLOGNE

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Page 2

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51425NCPERS 051425Diversified

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-200		Office Supplies (GENERA	\$5.76	310764326	Drinking water PW/CC
E 101-43100-200		Office Supplies (GENERA	\$4.32	310770026	Drinking water PW/CC
E 101-43100-200		Office Supplies (GENERA	\$4.32	310770027	Drinking water PW/CC
		Total	\$47.46		
2636 e	05/13/25	BROADBAND CORP			
E 602-49450-320		Communications (GENER	\$24.95		WWTP Internet May
		Total	\$24.95		
2637 e	05/13/25	CENTERPOINT			
E 101-45200-383		Gas Utilities	\$223.31		107 John Ave
E 101-43100-383		Gas Utilities	\$16.91		306 Playhouse
E 101-43100-383		Gas Utilities	\$361.61		304 Louis St
E 101-42210-383		Gas Utilities	\$253.51		110 Louis St
		Total	\$855.34		
2638 e	05/13/25	CAR-CO INC			
E 602-49450-404		Repairs/Maint Machinery/	\$395.00	766933	WWTP
E 101-43100-404		Repairs/Maint Machinery/	\$111.53	767950	Equipment
E 101-43100-404		Repairs/Maint Machinery/	\$27.80	767998	Equipment
		Total	\$534.33		
2639 e	05/13/25	QUALITY FLOW SYSTEMS, INC			
E 602-49450-404		Repairs/Maint Machinery/	\$1,000.00	48825	Service Check of 5 LS
		Total	\$1,000.00		
2640 e	05/14/25	REPUBLIC SERVICES			
E 101-41940-384		Refuse/Garbage Disposal	\$282.60		PW Garbage
E 101-42210-384		Refuse/Garbage Disposal	\$196.59		CFD Garbage
E 101-45100-384		Refuse/Garbage Disposal	\$334.68		CCC Garbage
E 101-45200-384		Refuse/Garbage Disposal	\$129.81		Lions Park Garbage
		Total	\$943.68		
2641 e	05/14/25	HEALTH PARTNERS			
G 101-21706		Health/Dental Ins	\$1,730.83	43597067255	Employee Medical and Dental Insurance - June 2026
		Total	\$1,730.83		
2642 e	05/14/25	UpKeep Cleaning, LLC			
E 101-45100-401		Repairs/Maint Buildings	\$850.00	1220	CCC Cleaning- May 4 Mondays
		Total	\$850.00		
2643 e	05/14/25	CINTAS CORPORATION			
E 101-43100-417		Uniforms	\$49.39	4225882474	Uniforms
E 101-43100-417		Uniforms	\$51.95	4226629895	Uniforms
E 101-45100-401		Repairs/Maint Buildings	\$54.35	4226630239	Rugs, Mats, Mops, Towels
E 101-43100-417		Uniforms	\$20.89	4227414096	Uniforms
E 101-43100-417		Uniforms	\$20.89	4228131864	Uniforms
E 101-43100-417		Uniforms	\$20.89	4228842894	Uniforms
		Total	\$218.36		

CITY OF COLOGNE

05/14/25 12:58 PM

Page 3

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 51425NCPERS 051425Diversified

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
2644 e	05/14/25	GOPHER STATE ONE-CALL (INC)			
E 101-43100-310		Other Professional Serv	\$90.45	5040310	Locates - April
		Total	\$90.45		
2645 e	05/14/25	USA BLUE BOOK			
E 602-49450-210		Operating Supplies (GEN	\$95.81	705539	Waste Water Treatment Testing
		Total	\$95.81		
2646 e	05/14/25	XCEL ENERGY			
E 101-43160-381		Electric Utilities	\$1,795.79		Street Light
E 101-42210-381		Electric Utilities	\$503.10		Louis Hall
E 101-41940-381		Electric Utilities	\$9.83		PW Maintenance Bldg
E 101-45200-381		Electric Utilities	\$124.02		Tennis Courts - Lions Park
E 101-43100-381		Electric Utilities	\$255.26		Public Works Facility
E 601-49400-381		Electric Utilities	\$209.57		Bldg by Water Tower, Water Tower, Well 1&2
		Total	\$2,897.57		
2647 e	05/14/25	NCPERS Group Life Ins			
E 101-41400-130		Employer Paid Ins (GENE	\$32.80		Employee Life Insurance - June
E 601-49400-130		Employer Paid Ins (GENE	\$16.00		Employee Life Insurance - June
E 602-49450-130		Employer Paid Ins (GENE	\$16.00		Employee Life Insurance - June
E 101-43100-130		Employer Paid Ins (GENE	\$16.00		Employee Life Insurance - June
		Total	\$80.80		
2648 e	05/14/25	DIVERSIFIED PLUMBING & HEATING			
E 101-45100-401		Repairs/Maint Buildings	\$248.00	42611	Urinal repair
		Total	\$248.00		
29342	05/19/25	MARK ANDERSON			
E 101-45100-312		Contractual Services	\$120.00		Event Security 05.10.25
		Total	\$120.00		
29343	05/19/25	BOLTON & MENK, INC			
E 101-43100-303		Engineering Fees	\$448.00	361603	Benton Creek Area Improvements
E 101-43100-303		Engineering Fees	\$1,682.00	361605	Misc Engineering
E 601-48400-303		Engineering Fees	\$5,390.50	361608	Water Tower Rehab
		Total	\$7,520.50		
29344	05/19/25	BOUND TREE MEDICAL, LLC			
E 101-42230-210		Operating Supplies (GEN	\$52.66	85744174	Curaplex Manual Blood Pressure Cuff
E 101-42230-210		Operating Supplies (GEN	\$102.37	85747385	Bloodpressure Cuffs
		Total	\$155.03		
29345	05/19/25	CARVER COUNTY			
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 101-41600-304		Legal Fees	\$699.38	2025003	Q1 Prosecution fees
E 101-41910-310		Other Professional Serv	\$350.00	3587	Annual TIF Billing

CITY OF COLOGNE

05/14/25 12:58 PM

Page 4

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 ualityFlow,051425REPUBLIC,051425HealthPartners,051425UpKeep,051425Cintas,051425GopherOne,051425USABB,051425XCEL,0
 51425NCPERS 051425Diversified

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42110-310		Other Professional Serv	\$100.00	3909	Hollanders Liquor License
		Total	\$1,359.38		
29346	05/19/25	TOM CLABO			
E 101-45100-312		Contractual Services	\$120.00		Event Security 5.10.25
		Total	\$120.00		
29347	05/19/25	COLLABORATIVE PLANNING, LLC			
E 101-41910-310		Other Professional Serv	\$166.25	2025-092	Misc. Planning
E 101-41910-310		Other Professional Serv	\$1,296.75	2025-093	Ron Olson
E 101-41910-310		Other Professional Serv	\$166.25	2025-094	Winkler 5th
E 101-41910-310		Other Professional Serv	\$498.75	2025-095	308 Paul Ave S
		Total	\$2,128.00		
29348	05/19/25	CUSTOMIZED FIRE RESCUE TRAIN			
E 101-42220-208		Training and Instruction	\$1,000.00	3035	Class 4.21.25 NFPA
		Total	\$1,000.00		
29349	05/19/25	IRASEMA DIAZ-REYES			
G 101-22000		Deposits	\$551.62		Damage Deposit Refund; Event 5.10.25
		Total	\$551.62		
29350	05/19/25	CAROL DVORAK			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; event 5.4.25
		Total	\$100.00		
29351	05/19/25	EMERGENCY TECHNICAL DECON			
E 101-42230-312		Contractual Services	\$573.00		Turnout Coats
		Total	\$573.00		
29352	05/19/25	NORMA PEREZ			
E 101-45100-300		Professional Srvs (GENE	\$900.00	1009	Event Cleaning 5.10.25
		Total	\$900.00		
29353	05/19/25	Kelli Naatz			
G 101-22000		Deposits	\$75.00		Damage Deposit Refund; Event 5.5.25, \$25 equipment fee
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 7.20.25; event cancelled; moving
		Total	\$175.00		
29354	05/19/25	PUGH, RACHEL			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; event 5.3.25
		Total	\$100.00		
29355	05/19/25	Kelly Jo Seevers			
R 601-00000-99999		UNALLOCATED UTILITY	\$137.68		Final bill overpayment refund; 2017 Cobblestone Dr
		Total	\$137.68		
29356	05/19/25	SITE ONE			
E 101-45200-430		Miscellaneous (GENERAL	\$171.99	152288324-0	Fritz Field
E 101-45200-216		Chemicals and Chem Pro	\$210.23	152288324-0	FD & City Hall

CITY OF COLOGNE

05/14/25 12:58 PM

Page 5

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 ualityFlow,051425REPUBLIC,051425HealthPartners,051425UpKeep,051425Cintas,051425GopherONE,051425USABB,051425XCEL,0
 51425NCPERS 051425Diversified

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$382.22		
29357	05/19/25	STRAIGHT UP SERVICES, INC			
E 101-43100-404		Repairs/Maint Machinery/	\$205.14		
Total			\$205.14		
29358	05/19/25	TIM WATTS			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; event 05.03.25
Total			\$100.00		
10100			\$38,578.84		

Fund Summary

10100 Checking

101 GENERAL FUND	\$28,290.37
601 WATER FUND	\$8,646.83
602 SEWER FUND	\$1,641.64
	\$38,578.84

Clerk Treasurer

Date

City of Cologne Payroll 20-May-25			
Employee	\$	10,565.65	May 20, 2025 Payroll
IRS	\$	3,795.57	May 20, 2025 Payroll
MN Department of Revenue	\$	649.98	May 20, 2025 Payroll
PERA	\$	2,242.71	May 20, 2025 Payroll
Total	\$	17,253.91	



**CITY OF COLOGNE
RESOLUTION NO. 25-12
APPROVING 2025 SEASONAL PUBLIC WORKS EMPLOYEE REHIRE/HIRE**

WHEREAS, The City of Cologne budgets annually for seasonal help; and

WHEREAS, the City of Cologne is responsible for maintaining parks and streets throughout the summer; and

WHEREAS, the City Staff is recommending the hiring of the following individuals for the summer 2025 season:

David Samuelson	\$17.00/hour
Andrew Eggers	\$16.50/hour

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cologne, Minnesota, to authorize the hiring of the positions for the 2025 season.

Adopted by the City Council of the City of Cologne, Minnesota, this 19th day of May, 2025

Matt Lein, Mayor

ATTEST:

Michelle Morrison
City Clerk

Motion/_____

Lein_____ Szaroletta_____ Bowers_____

Second/_____

Bruss_____ Olson_____

CITY OF COLOGNE

RESOLUTION NO. 25-13

**A RESOLUTION AUTHORIZING A 2026 CAPITAL BUDGET REQUEST TO
THE STATE OF MINNESOTA FOR A WASTEWATER TREATMENT
IMPROVEMENTS PROJECT.**

WHEREAS, under the provisions contained in Minnesota Statutes 16A.86, Subd. 3a (6) sets out the process by which local governments and political subdivisions may request state appropriations for capital improvement projects. The Governor and Legislature will consider these bonding requests in the 2026 session; and,

WHEREAS, Local governments should submit their capital budget requests to Minnesota Management and Budget (MMB) by June 13, 2025; and

WHEREAS, the City of Cologne proposes a Wastewater Treatment Improvements Project and has identified a substantial need for State financial assistance in addition to funding from the City which meets or exceeds the state funding; and,

WHEREAS, the City of Cologne has the legal authority to apply for Capital Budget assistance, and has the financial, technical, and managerial capacity to ensure proper construction, operation and maintenance of the project for its design life.

NOW, THEREFORE, BE IT RESOLVED that the City of Cologne is authorized to submit the necessary 2026 Capital Budget application and information to the Minnesota Management and Budget Office.

Adopted by the City Council this 19th day of May, 2025.

Matt Lein, Mayor

ATTEST:

Michelle Morrison
City Administrator/ City Clerk

Motion/_____

Lein_____

Szaroletta_____ Bowers_____

Second/_____

Bruss_____

Olson_____

MEMORANDUM

TO: Mayor Matt Lein & City Council Members
FROM: Michelle Morrison, City Administrator
SUBJECT: SUMMER COUNCIL MEETING SCHEDULE
DATE: 5/14/2025

For the past few years, our agendas and action items have typically been light in the summer months. Additionally, we had to cancel some meetings due to not having a quorum as members were out of town. I would like to propose going to one meeting a month in the months of June, July and August. My recommendation would be to hold the meeting on the third Monday of the month. Planning commission meetings are the first Wednesday of the month so any items coming from the planning commission could be addressed in a timely manner. I would plan on sending an email update to the entire council so all are up to date on what city staff has been working on between meetings. As always, I am available at any time should you have any questions or concerns between meetings.

I checked with League of Mn Cities, and while we adopted a schedule that included 2 meetings a month, we can make the change if we provide Notice to the Public of the Change. If adopted, I would post on our official bulletin board here at City Hall and Post in two places on our website 1) on the front page and 2) under Your Government/Public Notices

If acted on, the summer meeting schedule would be as follows: Monday's June 21, July 21 and August 18.



Memo

To: Mayor Lein and Council Members

From: Michelle Morrison – City Administrator

Date: May 2, 2025

Re: Administrator Update

In addition to items presented in the packet please see the following notes of interest:

- Received submittal for an expansion project at locked Loon Storage (Formerly Freedom Storage). Cindy Nash is currently reviewing and will bring recommendations to the Planning Commission on June 4th.
- Met with Ron Olson, his engineers, Cindy and Jake reviewing Preliminary Plat for Village at Cologne 18th. Challenges are following a PUD that was established over 20 years ago and locating all related documents ie: Architectural Review Committee Guidelines.
- Meadow Park Basketball Court Reconstruction has begun
- Splash Pad Opening May 23rd
- Gathering Information for Annual Workers Comp Audit
- Ordinance Enforcement Activity:
 - 20xx Parkside St – Camper parked on street – removed



City of Cologne
April 2025



Carver County Sheriff's Office
Monthly Calls for Service
From: 04/01/2025 To: 04/30/2025

Cologne City

Patrol

A Offense

Assault 1

Total A Offense: 1

B Offense

Traffic - Alcohol Rel 1

Total B Offense: 1

Non Criminal

Misc Non-criminal 3

Alarm 2

Domestic 1

Abuse/Neglect (Info Only) 1

Animal 3

Medical Calls Received 6

Assist Other Agency 1

Civil Process 1

Suspicious Activity 4

Total Non Criminal: 22

Traffic

Traffic - Misc 2

Traffic Stop 6

Driving Complaint 1

Total Traffic: 9

Total Patrol: 33

Administrative

Administrative

GunPermit-Acquire 2

GunPermit-CarryNew 3

Lic - Liquor 5

Total Administrative: 10

Total Administrative: 10

Total Cologne City: 43



Carver County Sherff's Office
Arrest Summary
For: Cologne City
From: 04/01/2025 To: 04/30/2025

Cologne City

	Total Charges	Total Arrestees	Total Incidents
11D - Fondling	1	1	1
13C - Intimidation	1	1	1
23H - All Other Larceny	1	1	1
370 - Pornography/Obscene Material	2	0	
90D - Driving Under the Influence	3	1	1
Totals for Cologne City	8	4	4



Carver County Sherff's Office
Traffic Citation Summary
From: 04/01/2025 To: 04/30/2025

Cologne City

School Bus Stop Arm Violations	1
Speed:	1
Total Cologne City:	2



Carver County Sheriff's Office
Verbal Warnings
From: 04/01/2025 to 04/30/2025

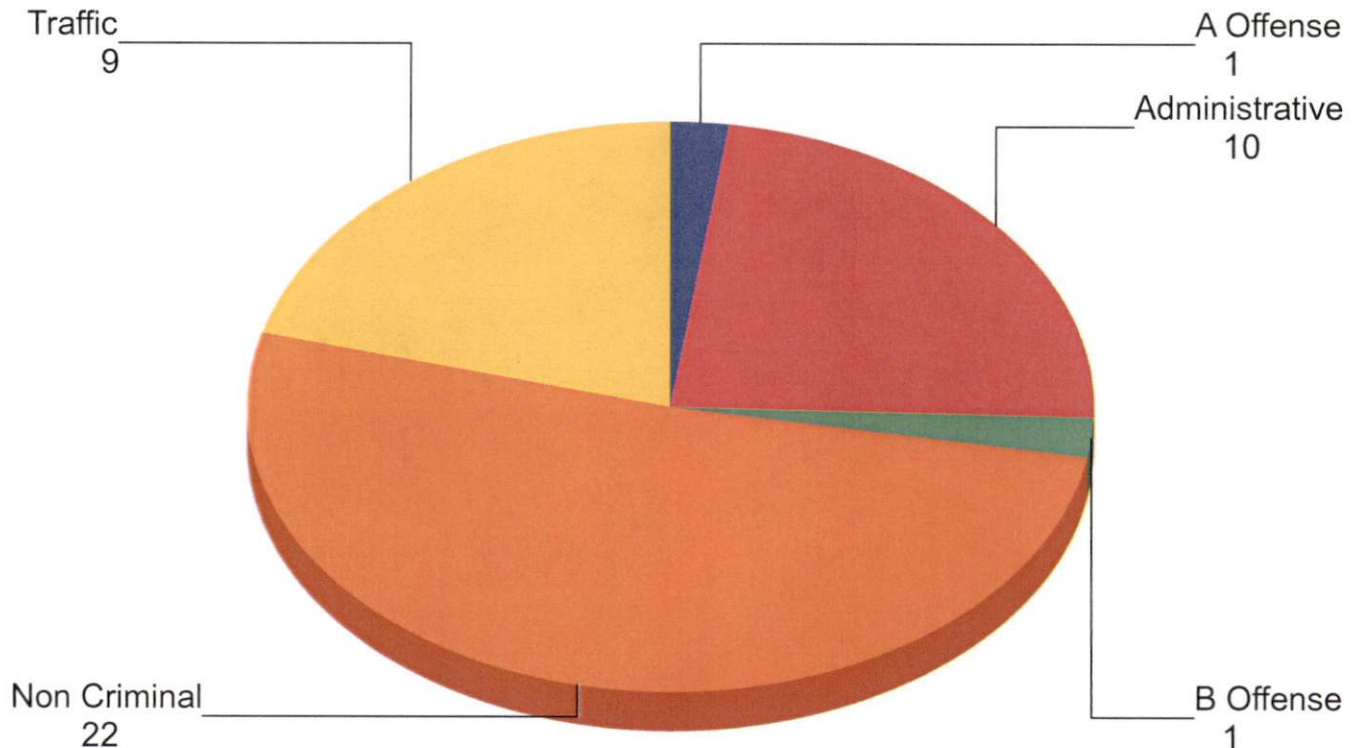
Cologne City

Traffic - Misc:	1
Traffic Stop:	5
Grand Total Verbal Warnings:	6



Carver County Sheriff's Office
Monthly Calls for Service
From: 04/01/2025 To: 04/30/2025

Cologne City



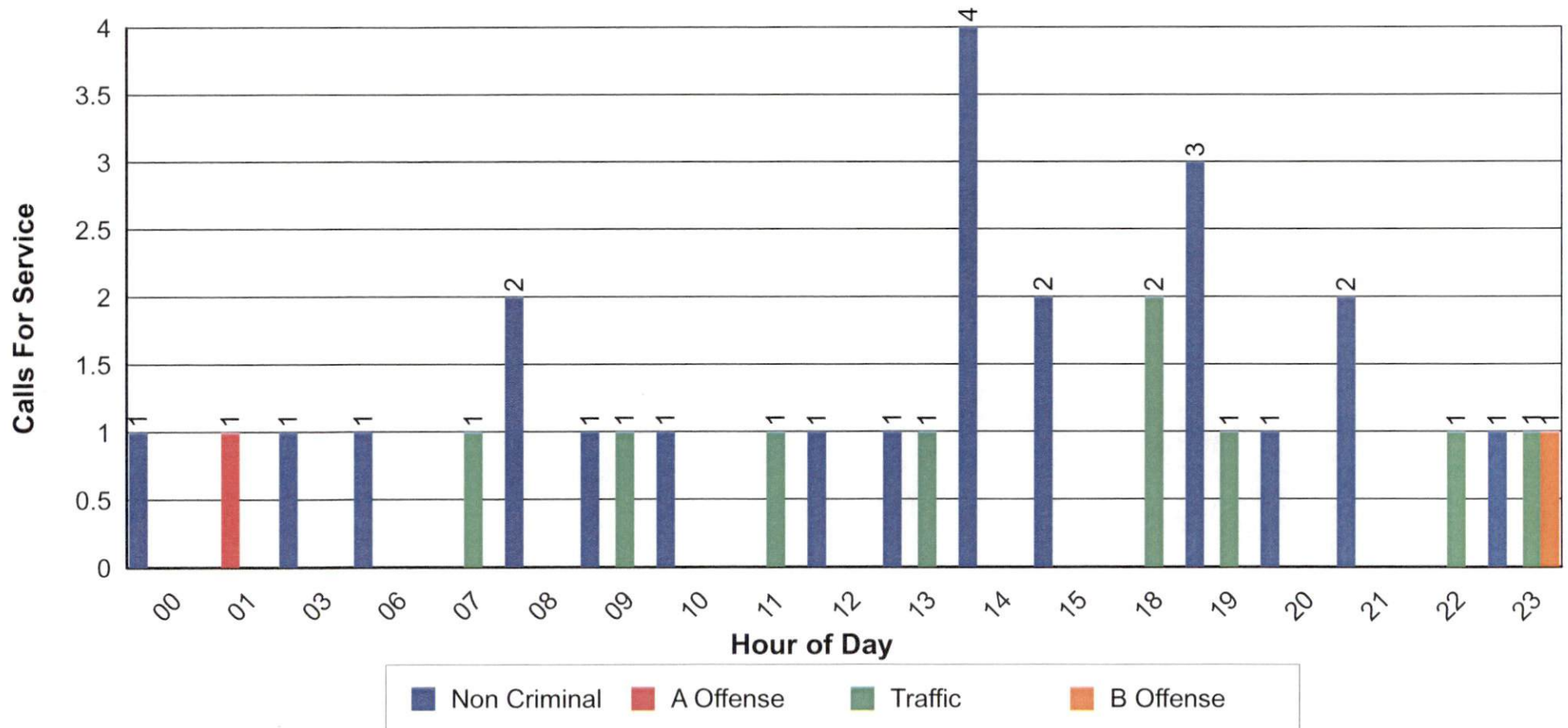
Total A Offense:	1
Total B Offense:	1
Total Non Criminal:	22
Total Traffic:	9
Total Administrative:	10

Total Cologne City: 43



Carver County Sheriff's Office
Hour of Day Analysis of Calls for Service
Patrol Activity
From: 04/01/2025 To: 04/30/2025

Cologne City

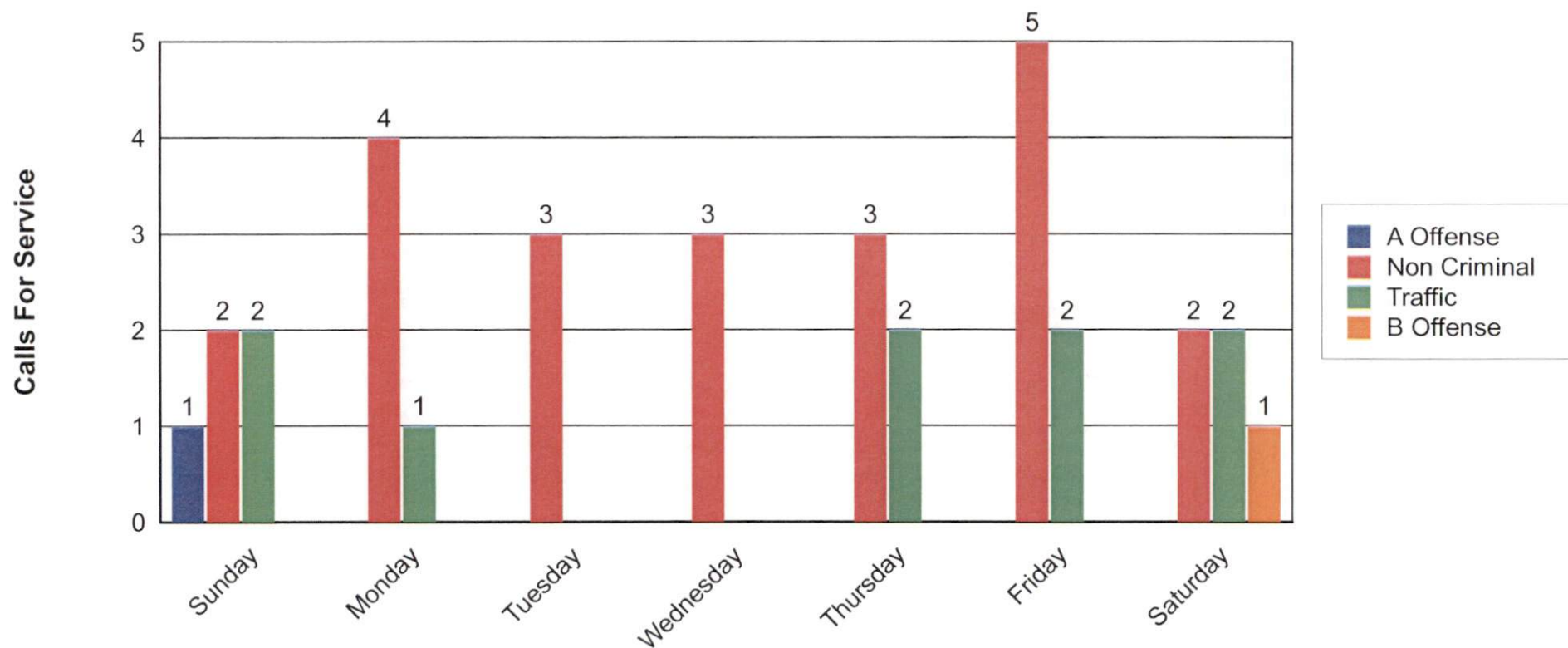


Total Cologne City: 33



Carver County Sheriff's Office
Day of Week Analysis of Calls for Service
Patrol Activity
From: 04/01/2025 To: 04/30/2025

Cologne City



Total Cologne City: 33