



## City Council Meeting Agenda

Monday, September 15, 2025 7:00 PM  
Cologne Community Center, 1211 Village Parkway

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### 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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**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. September 2nd, 2025 City Council Minutes
- b. Accounts Payable from September 3rd, 2025
- c. September 9<sup>th</sup>, 2025 Payroll Summary

**6. NEW COUNCIL BUSINESS**

- a. Approve Purchase of New Mixer for WWTP
- b. Resolution 25-20 Approving 2026 Preliminary Tax Levy

**7. INFORMATIONAL ITEMS**

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

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

**9. ADJOURN**

**CALENDAR OF EVENTS/MEETINGS**

October 6th	Thursday	City Council Meeting
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## City Council Meeting Minutes

Monday, September 2, 2025 7:00 PM  
Cologne Community Center, 1211 Village Parkway

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### Vision Statement

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

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

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

### **3. ADOPT AGENDA**

Motion by Councilmember Bruss to adopt the agenda as revised, adding approving change order No.1 to Water Tower under new business, second by Councilmember Bowers. 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. August 18th, 2025 City Council Minutes**
- b. Accounts Payable from August 19th, 2025**
- c. August 26th 2025 Payroll Summary**
- d. Set Truth in Taxation Hearing December 15, 2025 7:00PM**

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

## **6. NEW COUNCIL BUSINESS**

### **a. Public Works Parking Lot Repairs**

Administrator Morrison reviewed her memo and the planned repair areas with the Council noting that the rate per sq yard remained the same as the last discussion, but the areas to be repaired had been better defined allowing for the entire parking lot to be repaired. After discussion, Councilmember Bruss made a motion to accept the low bid from Southwest Paving for \$41,190, second by Councilmember Bowers. Motion carried unanimously.

### **b. Approve change Order to Water Tower**

Administrator Morrison advised that she had received a call from Bolton & Menk regarding poor welds that were found during the sandblasting. It was recommended that the repairs be completed immediately so that the project could continue on schedule and result in a smooth new paint finish rather than weld later and touch up the paint. She had given the contractor verbal approval to move forward, but the work requires a change order to be approved by the Council.

After discussion, Councilmember Olson made a motion to approve work order No 1 on the water tower at a cost of \$11,250.00, second by Councilmember Bruss. Motion carried unanimously.

## **7. INFORMATIONAL ITEMS**

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

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

**9. ADJOURN**

Motion by Councilmember Bruss to adjourn at 7:20 PM, second by Councilmember Olson. Motion carried unanimously.

Respectfully Submitted:

Attest:

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Michelle Morrison

City Administrator/City Clerk

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Matt Lein

Mayor

## CITY OF COLOGNE

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**\*Check Summary Register©**

Batch:

090225BROADBAND,090225XCEL,090225CenterPoint,091525CR,090425QualityFlow,090425ProPet,090425MidCoCo,090425MNRW,090425MVEC,090425NUVERA,090425TechStar,090425HealthPart,090425GopherOne,090425UpKeep,090525VISA,090425XCEL,090825PaymentService,090825XCEL,090825PremWater,091025CoreMain,091025NorthAmSafety,091025Frattallones,091025CarCo,091025QualityFlow,091025NCPERS,091025Cintas,091025Adams,091025Republic,091025CircleK,091025Verizon

	Name	Check Date	Check Amt	
<b>10100</b>	<b>Checking</b>			
2888e	BROADBAND CORP	9/3/2025	\$24.95	WWTP Internet September
2890e	XCEL ENERGY	9/3/2025	\$9,857.46	WWTP
2892e	CENTERPOINT	9/4/2025	\$94.73	105 Benton St
2893e	QUALITY FLOW SYSTEMS, INC	9/4/2025	\$457.20	Blower @WWTP-bad coil
2894e	PROPET DISTRIBUTORS INC.	9/4/2025	\$625.98	Dogipot litter bags
2895e	MID COUNTY CO-OP	9/4/2025	\$328.68	Drive XLR8 JUG .5GAL
2896e	MINNESOTA RURAL WATER AS	9/4/2025	\$450.00	2025 Operator Expo; PW Employees
2897e	MN VALLEY ELECTRIC COOPER	9/4/2025	\$285.80	Street Light Account
2898e	NUVERA COMMUNICATIONS INC	9/4/2025	\$131.07	Fitness Center Cable TV
2899e	TECHSTAR IT SOLUTIONS INC	9/4/2025	\$1,172.80	IT Support
2900e	HEALTH PARTNERS	9/4/2025	\$2,032.72	Employee Medical and Dental Insurance - Oct
2901e	GOPHER STATE ONE-CALL (INC)	9/4/2025	\$72.90	Locates - August 2025
2902e	UpKeep Cleaning, LLC	9/4/2025	\$1,062.50	Cleaning month of September 2025
2903e	SECURITY BANK	9/4/2025	\$1,106.23	VISA STATEMENT
2904e	XCEL ENERGY	9/4/2025	\$212.49	201 Benton St
2905e	PAYMENT SERVICE NETWORK	9/8/2025	\$756.64	Month of August 2025 Fees
2906e	XCEL ENERGY	9/8/2025	\$3,279.10	Cologne Community Center
2907e	PREMIUM WATERS, INC.	9/8/2025	\$52.59	CCC Drinking Water - Aug 2025
2908e	CORE & MAIN	9/10/2025	\$645.54	Omni Retrofit Kit
2909e	NORTH AMERICAN SAFETY INC.	9/10/2025	\$1,401.50	traffic cones, barricade legs
2910e	FRATTALLONES HARDWARE	9/10/2025	\$17.64	wasp/hornet killer
2911e	CAR-CO INC	9/10/2025	\$46.98	A/T Filter
2912e	QUALITY FLOW SYSTEMS, INC	9/10/2025	\$161.94	AB Coil
2913e	NCPERS Group Life Ins	9/10/2025	\$80.80	Employee Life Insurance - October 2025
2914e	CINTAS CORPORATION	9/10/2025	\$145.86	Uniforms
2915e	ADAM'S PEST CONTROL, INC	9/10/2025	\$133.53	Pest Control Quarter 3
2916e	REPUBLIC SERVICES	9/10/2025	\$916.64	PW Garbage
2917e	CIRCLE K	9/10/2025	\$807.69	PW Fuel
2918e	VERIZON WIRELESS	9/10/2025	\$210.06	CFD Communication - August 2025
29493	Darcy Akerberg	9/15/2025	\$34.00	PoP Token Reimbursement- Sept 2025
29494	JEROLD ARNDT	9/15/2025	\$15.44	Final Bill Overpayment; 106 Benton St East
29495	BOLTON & MENK, INC	9/15/2025	\$13,025.00	Misc Engineering
29496	CARVER COUNTY	9/15/2025	\$210.00	Fiber Optic Connection
29497	COLLABORATIVE PLANNING, LL	9/15/2025	\$1,562.75	Ron Olson
29498	EMERGENCY TECHNICAL DECO	9/15/2025	\$549.75	CFD Uniforms
29499	FRANKLIN PRINTING INC.	9/15/2025	\$398.75	Envelopes for Office
29500	GRAPHIC PRINT PROMO & DESI	9/15/2025	\$1,736.94	Issue 10 Sept 2025 Newsletter
29501	HENNING EXCAVATING	9/15/2025	\$6,560.00	Repair storm manhole
29502	Stan Klein	9/15/2025	\$36.00	PoP Token Reimbursement- Sept 2025
29503	METRO WEST INSPECTION SER	9/15/2025	\$1,739.16	Permits Finaled- August 2025
29504	O2B	9/15/2025	\$100.00	Damage Deposit Refund; Event 8.29.25
29505	Orange AF Potots	9/15/2025	\$233.01	4 Headshots & prints
29506	RECTECH SALES & SERVICES C	9/15/2025	\$148.99	Belt 60" Deck
29507	STRAIGHT UP SERVICES, INC	9/15/2025	\$141.58	2019 GMC-Tire service
29508	XTREME ELECTRICAL INC	9/15/2025	\$1,487.50	Retrofit Lights in Lions Park
<b>Total Checks</b>			<b>\$54,550.89</b>	

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## \*Check Summary Register©

Batch:

090225BROADBAND,090225XCEL,090225CenterPoint,091525CR,090425QualityFlow,090425ProPet,090425MidCoCo,090425MNRW,090425MVEC,090425NUVERA,090425TechStar,090425HealthPart,090425GopherOne,090425UpKeep,090525VISA,090425XCEL,090825PaymentService,090825XCEL,090825PremWater,091025CoreMain,091025NorthAmSafety,091025Frattallones,091025CarCo,091025QualityFlow,091025NCPERS,091025Cintas,091025Adams,091025Republic,091025CircleK,091025Verizon

Name

Check Date

Check Amt

Clerk Treasurer

Date

FILTER: (([Act Year]='2025' and [period] in (9))) and (Source in ('090225BROADBAND','090225XCEL','090225CenterPoint','091525CR','090425QualityFlow','090425ProPet','090425MidCoCo','090425MNRW','090425MVEC','090425NUVERA','090425TechStar','090425HealthPart','090425GopherOne','090425UpKeep','090525VISA','090425XCEL','090825PaymentService','090825XCEL','090825PremWater','091025CoreMain','091025NorthAmSafety','091025Frattallones','091025CarCo','091025QualityFlow','091025NCPERS','091025Cintas','091025Adams','091025Republic','091025CircleK','091025Verizon'))

## CITY OF COLOGNE

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**\*Check Detail Register©**

Batch:

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 Checking</b>					
<b>2888 e</b>	09/03/25	<b>BROADBAND CORP</b>			
E 602-49450-320		Communications (GENER	\$24.95	20250901	WWTP Internet September
		Total	\$24.95		
<b>2890 e</b>	09/03/25	<b>XCEL ENERGY</b>			
E 602-49450-381		Electric Utilities	\$5,455.78		WWTP
E 602-49470-381		Electric Utilities	\$1,419.20		Lift Stations
E 101-43100-381		Electric Utilities	\$12.67		Storage Shed
E 601-49400-381		Electric Utilities	\$2,940.74		Water Tower
E 101-41940-381		Electric Utilities	\$29.07		701 Lake
		Total	\$9,857.46		
<b>2892 e</b>	09/04/25	<b>CENTERPOINT</b>			
E 602-49470-383		Gas Utilities	\$19.53		105 Benton St
E 601-48930-383		Gas Utilities	\$36.13		2224 Naples
E 602-49470-383		Gas Utilities	\$20.75		124 Hazelwood Ave LFT STN
E 602-49470-383		Gas Utilities	\$18.32		1022 Meadow St LFT STN
		Total	\$94.73		
<b>2893 e</b>	09/04/25	<b>QUALITY FLOW SYSTEMS, INC</b>			
E 602-49450-312		Contractual Services	\$457.20	49527	Blower @WWTP-bad coil
		Total	\$457.20		
<b>2894 e</b>	09/04/25	<b>PROPET DISTRIBUTORS INC.</b>			
E 101-45200-430		Miscellaneous (GENERAL	\$625.98	2000465	Dogipot litter bags
		Total	\$625.98		
<b>2895 e</b>	09/04/25	<b>MID COUNTY CO-OP</b>			
E 101-45200-216		Chemicals and Chem Pro	\$328.68	3191	Drive XLR8 JUG .5GAL
		Total	\$328.68		
<b>2896 e</b>	09/04/25	<b>MINNESOTA RURAL WATER ASSOC</b>			
E 601-49400-208		Training and Instruction	\$450.00		2025 Operator Expo; PW Employees
		Total	\$450.00		
<b>2897 e</b>	09/04/25	<b>MN VALLEY ELECTRIC COOPERATIVE</b>			
E 101-43160-381		Electric Utilities	\$285.80		Street Light Account
		Total	\$285.80		
<b>2898 e</b>	09/04/25	<b>NUVERA COMMUNICATIONS INC</b>			
E 101-45100-433		Dues and Subscriptions	\$131.07		Fitness Center Cable TV
		Total	\$131.07		
<b>2899 e</b>	09/04/25	<b>TECHSTAR IT SOLUTIONS INC</b>			
E 101-43100-312		Contractual Services	\$293.20	71144	IT Support
E 101-42200-310		Other Professional Servic	\$293.20	71144	IT Support
E 602-49450-312		Contractual Services	\$293.20	71144	IT Support
E 101-41400-312		Contractual Services	\$293.20	71144	IT Support
		Total	\$1,172.80		



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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>2900 e</b>	09/04/25	<b>HEALTH PARTNERS</b>			
G 101-21706		Health/Dental Ins	\$2,032.72	43597252231	Employee Medical and Dental Insurance - Oct 2025
		Total	\$2,032.72		
<b>2901 e</b>	09/04/25	<b>GOPHER STATE ONE-CALL (INC)</b>			
E 101-43100-310		Other Professional Servic	\$72.90	5080307	Locates - August 2025
		Total	\$72.90		
<b>2902 e</b>	09/04/25	<b>UpKeep Cleaning, LLC</b>			
E 101-45100-401		Repairs/Maint Buildings	\$1,062.50	1281	Cleaning month of September 2025
		Total	\$1,062.50		
<b>2903 e</b>	09/04/25	<b>SECURITY BANK</b>			
E 601-49400-210		Operating Supplies (GEN	\$269.85		Dehumidifier
E 101-45200-216		Chemicals and Chem Pro	\$140.27		Splash Park/City Square Park
E 101-45100-220		Repair/Maint Supply (GEN	\$18.39		Floor repair CCC
E 101-41940-401		Repairs/Maint Buildings	\$71.65		Cleaning supplies
E 601-49400-311		Analysis	\$39.20		Postage water samples
E 602-49450-210		Operating Supplies (GEN	\$193.99		Mini Fridge for samples
E 101-41400-207		Computer Software/Hardw	\$39.95		Flowroute subscriptions
E 601-48930-404		Repairs/Maint Machinery/	\$27.99		Hose Bibb Connector Backlow Preventer
E 101-43100-200		Office Supplies (GENERA	\$25.00		Air Freshener
E 601-49400-311		Analysis	\$6.99		Timers for testing
E 101-43100-210		Operating Supplies (GEN	\$33.91		Toilet bowl Cleaner CCC
E 101-43100-210		Operating Supplies (GEN	\$100.75		Trash bags & spray bottles
E 101-42200-433		Dues and Subscriptions	\$14.99		AMAZON Subscription
E 101-41400-207		Computer Software/Hardw	\$78.00		ADOBE Subscription
E 101-43100-240		Small Tools and Minor Eq	\$45.30	22033427	Sawzall wrecker blade, milwake tools; sawzall torch blade
		Total	\$1,106.23		
<b>2904 e</b>	09/04/25	<b>XCEL ENERGY</b>			
E 101-43100-381		Electric Utilities	\$34.39		201 Benton St
E 601-49400-381		Electric Utilities	\$178.10		Well #3
		Total	\$212.49		
<b>2905 e</b>	09/08/25	<b>PAYMENT SERVICE NETWORK</b>			
E 101-41400-301		Auditing and Acct g Servic	\$118.33		Month of August 2025 Fees
E 601-49440-301		Auditing and Acct g Servic	\$319.15		Month of August 2025 Fees
E 602-49490-301		Auditing and Acct g Servic	\$319.16		Month of August 2025 Fees
		Total	\$756.64		
<b>2906 e</b>	09/08/25	<b>XCEL ENERGY</b>			
E 101-45100-381		Electric Utilities	\$2,246.99		Cologne Community Center
E 101-43160-381		Electric Utilities	\$250.93		1108 Village
E 101-45200-381		Electric Utilities	\$8.69		3002 Gold Nugget
E 101-43100-381		Electric Utilities	\$171.30		Public Works Facility
E 601-49400-381		Electric Utilities	\$601.19		Bldg by Water Tower, Water Tower, Well 1&2
		Total	\$3,279.10		
<b>2907 e</b>	09/08/25	<b>PREMIUM WATERS, INC.</b>			

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Batch:

090225BROADBAND,090225XCEL,090225CenterPoint,091525CR,090425QualityFlow,090425ProPet,090425MidCoCo,090425MNRW,090425MVEC,090425NUVERA,090425TechStar,090425HealthPart,090425GopherOne,090425UpKeep,090525VISA,090425XCEL,090825PaymentService,090825XCEL,090825PremWater,091025CoreMain,091025NorthAmSafety,091025Frattallones,091025CarCo,091025QualityFlow,091025NCPERS,091025Cintas,091025Adams,091025Republic,091025CircleK,091025Verizon

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-200		Office Supplies (GENERA	\$26.07	310998129	PW Drinking Water- Aug 2025
E 101-43100-200		Office Supplies (GENERA	\$17.76	310998130	CCC Drinking Water - Aug 2025
E 101-43100-200		Office Supplies (GENERA	\$4.38	311011967	Monthly Fee PW
E 101-43100-200		Office Supplies (GENERA	\$4.38	311011968	Monthly Fee CCC
		Total	\$52.59		
<b>2908 e</b>	09/10/25	<b>CORE &amp; MAIN</b>			
E 601-49400-210		Operating Supplies (GEN	\$516.50	481724	Omni Retrofit Kit
E 601-49400-210		Operating Supplies (GEN	\$129.04	489985	Speedcrete
		Total	\$645.54		
<b>2909 e</b>	09/10/25	<b>NORTH AMERICAN SAFETY INC.</b>			
E 101-43100-210		Operating Supplies (GEN	\$1,401.50	101102	traffic cones, barricade legs
		Total	\$1,401.50		
<b>2910 e</b>	09/10/25	<b>FRATTALLONES HARDWARE</b>			
E 101-45200-430		Miscellaneous (GENERAL	\$17.64	1198	wasp/hornet killer
		Total	\$17.64		
<b>2911 e</b>	09/10/25	<b>CAR-CO INC</b>			
E 101-43100-404		Repairs/Maint Machinery/	\$46.98	775130	A/T Filter
		Total	\$46.98		
<b>2912 e</b>	09/10/25	<b>QUALITY FLOW SYSTEMS, INC</b>			
E 602-49450-312		Contractual Services	\$161.94	49587	AB Coil
		Total	\$161.94		
<b>2913 e</b>	09/10/25	<b>NCPERS Group Life Ins</b>			
E 101-41400-130		Employer Paid Ins (GENE	\$32.80	39700010202	Employee Life Insurance - October 2025
E 601-49400-130		Employer Paid Ins (GENE	\$16.00	39700010202	Employee Life Insurance - October 2025
E 602-49450-130		Employer Paid Ins (GENE	\$16.00	39700010202	Employee Life Insurance - October 2025
E 101-43100-130		Employer Paid Ins (GENE	\$16.00	39700010202	Employee Life Insurance - October 2025
		Total	\$80.80		
<b>2914 e</b>	09/10/25	<b>CINTAS CORPORATION</b>			
E 101-43100-417		Uniforms	\$20.89	4239114433	Uniforms
E 101-43100-417		Uniforms	\$20.89	4239824768	Uniforms
E 101-43100-417		Uniforms	\$20.89	4240561506	Uniforms
E 101-43100-417		Uniforms	\$28.84	4241301409	Uniforms
E 101-45100-401		Repairs/Maint Buildings	\$54.35	4241301881	Rugs, Mats, Mops, Towels
		Total	\$145.86		
<b>2915 e</b>	09/10/25	<b>ADAM'S PEST CONTROL, INC</b>			
E 101-45100-401		Repairs/Maint Buildings	\$133.53	4255416	Pest Control Quarter 3
		Total	\$133.53		
<b>2916 e</b>	09/10/25	<b>REPUBLIC SERVICES</b>			
E 101-41940-384		Refuse/Garbage Disposal	\$285.29		PW Garbage
E 101-42210-384		Refuse/Garbage Disposal	\$198.45		CFD Garbage
E 101-45100-384		Refuse/Garbage Disposal	\$285.29		CCC Garbage
E 101-45200-384		Refuse/Garbage Disposal	\$147.61		Lions Park Garbage

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**\*Check Detail Register©**

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$916.64		
<b>2917 e</b>	09/10/25	<b>CIRCLE K</b>			
E 101-42230-212		Motor Fuels	\$390.50	107299943	CFD Fuel
E 101-43100-212		Motor Fuels	\$417.19	107299986	PW Fuel
Total			\$807.69		
<b>2918 e</b>	09/10/25	<b>VERIZON WIRELESS</b>			
E 101-42230-320		Communications (GENER	\$210.06		CFD Communication - August 2025
Total			\$210.06		
<b>29493</b>	09/15/25	<b>Darcy Akerberg</b>			
G 101-22800		Farmers Market	\$34.00		PoP Token Reimbursement- Sept 2025
Total			\$34.00		
<b>29494</b>	09/15/25	<b>JEROLD ARNDT</b>			
R 601-00000-99999		UNALLOCATED UTILITY	\$15.44		Final Bill Overpayment; 106 Benton St East
Total			\$15.44		
<b>29495</b>	09/15/25	<b>BOLTON &amp; MENK, INC</b>			
E 101-43100-303		Engineering Fees	\$540.00	372174	Misc Engineering
E 601-48400-303		Engineering Fees	\$4,975.00	372175	Water Tower Rehab
E 101-41700-303		Engineering Fees	\$1,390.00	372176	Ron Olson/16 Lot Development
E 602-49450-303		Engineering Fees	\$6,120.00	372184	Wastewater Treatment Facility
Total			\$13,025.00		
<b>29496</b>	09/15/25	<b>CARVER COUNTY</b>			
E 101-43100-320		Communications (GENER	\$40.00	3963	Fiber Optic Connection
E 101-42210-320		Communications (GENER	\$40.00	3963	Fiber Optic Connection
E 101-45100-320		Communications (GENER	\$40.00	3963	Fiber Optic Connection
E 601-49400-320		Communications (GENER	\$40.00	3963	Fiber Optic Connection
E 602-49450-320		Communications (GENER	\$50.00	3963	Fiber Optic Connection
Total			\$210.00		
<b>29497</b>	09/15/25	<b>COLLABORATIVE PLANNING, LLC</b>			
E 101-41910-310		Other Professional Servic	\$33.25	2025-212	General Planning
E 101-41910-310		Other Professional Servic	\$1,496.25	2025-213	Ron Olson
E 101-41910-310		Other Professional Servic	\$33.25	2025-214	Winkler 4th Addition
Total			\$1,562.75		
<b>29498</b>	09/15/25	<b>EMERGENCY TECHNICAL DECON</b>			
E 101-42230-312		Contractual Services	\$549.75	646	CFD Uniforms
Total			\$549.75		
<b>29499</b>	09/15/25	<b>FRANKLIN PRINTING INC.</b>			
E 101-41400-200		Office Supplies (GENERA	\$398.75	128815	Envelopes for Office
Total			\$398.75		
<b>29500</b>	09/15/25	<b>GRAPHIC PRINT PROMO &amp; DESIGN LLC</b>			
E 101-46200-350		Print/Publications (GENE	\$1,736.94	8333	Issue 10 Sept 2025 Newsletter
Total			\$1,736.94		

## CITY OF COLOGNE

09/10/25 1:10 PM

Page 5

**\*Check Detail Register©**

Batch:

090225BROADBAND,090225XCEL,090225CenterPoint,091525CR,090425QualityFlow,090425ProPet,090425MidCoCo,090425MNRW,090425MVEC,090425NUVERA,090425TechStar,090425HealthPart,090425GopherOne,090425UpKeep,090525VISA,090425XCEL,090825PaymentService,090825XCEL,090825PremWater,091025CoreMain,091025NorthAmSafety,091025Frattallones,091025CarCo,091025QualityFlow,091025NCDEPS,091025Cintas,091025Adams,091025Republic,091025CircleK,091025Verizon

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>29501</b>	09/15/25	<b>HENNING EXCAVATING</b>			
E 601-49400-312		Contractual Services	\$3,185.00	8955	318 Benton Replace water box and rod
E 603-49570-404		Repairs/Maint Machinery/	\$3,375.00	8956	Repair storm manhole
		Total	\$6,560.00		
<b>29502</b>	09/15/25	<b>Stan Klein</b>			
G 101-22800		Farmers Market	\$36.00		PoP Token Reimbursement- Sept 2025
		Total	\$36.00		
<b>29503</b>	09/15/25	<b>METRO WEST INSPECTION SERVICES</b>			
E 101-42400-310		Other Professional Servic	\$1,739.16	4708	Permits Finaled- August 2025
		Total	\$1,739.16		
<b>29504</b>	09/15/25	<b>O2B</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 8.29.25
		Total	\$100.00		
<b>29505</b>	09/15/25	<b>Orange AF Potots</b>			
E 101-42200-430		Miscellaneous (GENERAL	\$233.01	605	4 Headshots & prints
		Total	\$233.01		
<b>29506</b>	09/15/25	<b>RECTECH SALES &amp; SERVICES COMPANY</b>			
E 101-45200-404		Repairs/Maint Machinery/	\$148.99	8748	Belt 60" Deck
		Total	\$148.99		
<b>29507</b>	09/15/25	<b>STRAIGHT UP SERVICES, INC</b>			
E 101-43100-404		Repairs/Maint Machinery/	\$141.58	57888	2019 GMC-Tire service
		Total	\$141.58		
<b>29508</b>	09/15/25	<b>XTREME ELECTRICAL INC</b>			
E 101-43100-312		Contractual Services	\$550.00	25-5114	Retrofit Lights in Lions Park
E 101-43100-312		Contractual Services	\$937.50	25-5273	Repair 4 light poles off Village Parkway
		Total	\$1,487.50		
		<b>10100</b>	\$54,550.89		

## Fund Summary

**10100 Checking**

101 GENERAL FUND	\$22,859.55
601 WATER FUND	\$13,746.32
602 SEWER FUND	\$14,570.02
603 STORM WATER FUND	\$3,375.00
	\$54,550.89

Clerk Treasurer

Date

City of Cologne Payroll 9-Sep-25			
Employee	\$	11,566.03	September 09, 2025 Payroll
IRS	\$	4,178.06	September 09, 2025 Payroll
MN Department of Revenue	\$	675.14	September 09, 2025 Payroll
PERA	\$	2,242.71	September 09, 2025 Payroll
<b>Total</b>	\$	18,661.94	

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## MEMORANDUM

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**TO:** Mayor Lein and Councilmembers  
**FROM:** Michelle Morrison, City Administrator  
**SUBJECT:** MIXER REPLACEMENT FOR WWTP  
**DATE:** 9/11/2025

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There was a power surge at the Waste Water Treatment Plant when a goose interfered with the power lines. The power surge ruined the engine of the power mixer. Two quotes have been received for a replacement mixer:

Quality Flow        \$27,975

Electric Pumps:    \$63,994

A claim has been opened with the league of Minnesota Cities for the damage.

**RECOMMENDATION:** Council action accepting the low bid of \$27,975 from Quality Flow.



800 6<sup>th</sup> Street  
New Prague, MN 56071 USA  
Tel: (952) 758-9445  
Cell: (952) 221-9800  
Fax: (952) 758-9661

# Quotation

**Customer Name:** Cologne, MN

**Quotation Date:** 09/04/2025

**Contact:** Mark Eggers

**Prepared By:** Cory Malay

**Lead Time:** 8 - 10 Weeks

Quality Flow Systems is pleased to provide a quotation in accordance with your request and as follows:

## **Mixer Replacement;**

This will consist of supplying and installing a new KSB submersible mixer to replace the damaged Flygt unit. Please see my itemized parts breakdown below.

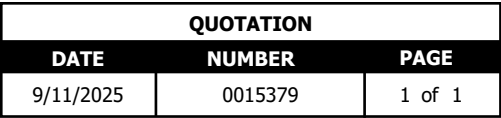
Item	Description	Qty	Net Each	Total Net
1	Replacement Mixer to Include: KSB, Model Amamix C6338/1012XDG, 15hp, 460/3, Submersible Mixer to Include: <ul style="list-style-type: none"><li>• 50' Power Cable</li><li>• SS Lifting Bail</li><li>• SS Prop</li><li>• C.I. Const.</li><li>• Double Mech. Seals</li><li>• Epoxy Paint</li><li>• O.T. / Seal Fail Sensors</li><li>• IE3 Rated Motor, X-proof</li><li>• 4" x 4" Mixer Mast Bracket</li><li>• Freight / Install</li></ul>	1	\$27,975.00	\$27,975.00 +any applicable tax

## **Terms:**

Quotation is valid for 30 days. Based upon Quality Flow Systems Standard Terms and Conditions of Sale; copy provided upon request.

If you have any other questions or concerns, please give me a call.

Thanks for the opportunity,  
Cory Malay  
(952) 221-9800



S  
H  
I  
P

CITY OF COLOGNE  
304 W LOUIS ST  
COLOGNE, MN 55322-9620

T  
O

Accepted By: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 PO#: \_\_\_\_\_  
 Ship To: \_\_\_\_\_

**WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:**

TERMS: NET 30

CUSTOMER REF/PO#			JOB TITLE		SLP	SHIPPING TYPE	
091125TDR0839			WWTP SLUDGE TANK, FLYGT 4670 REPLACEMENT		JGS/TR	BEST WAY	
QTY	UM	PART	DESCRIPTION			UNIT PRICE	EXTENDED

\*\*\*\*\*

\*\*\*\*\*

CC:JACK STANG / C:(612)563-7276



QTY	UM	PART	DESCRIPTION	UNIT PRICE	EXTENDED
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**\*Quote is valid for 30 days.**

**\*Credit Card Payments over \$5,000.00 are subject to an additional 3% convenience charge.**

**\*All return goods must have written approval from Electric Pump before returning. Credit will not be issued without written approval; if applicable, there will be a Restock Fee.**

**\*Quoted price is subject to any applicable tariff-related increases.**

**SUB TOTAL:     \$63,994.00**

**TAX:**

**TOTAL:             \$63,994.00**

4280 E 14th Street Des Moines, IA 50313-2604  
201 4th Ave SW New Prague, MN 56071-2347

\*  
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Telephone 515-265-2222  
Telephone 952-758-6600

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## MEMORANDUM

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**TO:** Mayor Matt Lein & City Council Members  
**FROM:** Michelle Morrison, City Administrator  
**SUBJECT:** NEW BUSINESS ITEM: ADOPT RESOLUTION 25-20 ESTABLISHING  
PRELIMINARY CITY TAX LEVY FOR TAXES PAYABLE 2026  
**DATE:** 9/10/2025

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Under Minnesota State Statute, local communities are required to establish a maximum tax levy prior to the end of September. This maximum levy is reported to the County Auditor who uses the amounts to prepare and mail out Truth in Taxation statements to all property owners. These statements allow property owners to know what each of their local taxing jurisdictions is considering to levy in the upcoming year prior to the Truth in Taxation Public Hearings that are held in early December.

Our Levy can be broken out into basically two buckets; the General Fund Tax Levy amount represents the dollars collected through taxes that pay for the day-to-day operation of the City. This includes all Salaries, Street and Road Maintenance, Parks, Fire and Police, Legal, Engineering, and operation of the Community Center. The second bucket is the Debt Service levy. These are the funds used to pay the debt service on all outstanding bonds the City holds for various capital improvements that have been made over the years. Street Projects, Large Equipment purchases and Government Building Construction.

**Proposed General Fund Levy:** For 2025 our general fund levy was \$1,066,057. I would like to propose a 13% increase in the General Fund Levy. This would provide new money of \$135,587. Carver County contracts for police and assessments went up a bit over 4% and 9% respectively, adding \$8,000 to our budget. Additions to the budget were \$20,000 to contract with a Lobbyist to help us attain funding for Wastewater Treatment Bonding Dollars and as 2026 is an election year I added \$4,000 for election expenses. I also added \$200,000 to the engineering budget to allow for design work for the Village Parkway repaving. \$10,000 was added to the fire department and payroll reflect a 5% increase. The proposed total general fund levy is \$1,206,720.

**Proposed Debt Service Levy:** You may recall that last year at this time while preparing the preliminary levy I discovered that the refinancing of the 2006 Bond included a period of balloon payments that began this year. Below is a chart showing the impact of those payments:

	TOTAL PAYMENT	Total Increase/Decrease Over Prior Year
2024	\$ 638,675	
2025	\$ 817,425	\$ 178,750
2026	\$ 821,738	\$ 4,313
2027	\$ 835,800	\$ 14,063
2028	\$ 704,450	\$ (131,350)
2029	\$ 693,888	\$ (10,563)
2030	\$ 300,888	\$ (393,000)
2031	\$ 302,606	\$ 1,719
2032	\$ 309,013	\$ 6,406
2033	\$ 304,588	\$ (4,425)

In addition to the \$178,750 increased payment on the refinanced bond, the new bond for the 2023 Benton Creek Area Road Project payment started in 2025 adding \$163,000 additional bond expense. To fully levy for the bond payments in 2025 would have required a 24% tax increase.

The chart below reflects our bond payments due in 2026 and the proposed Levy amounts. The increase is a 6% increase from the prior year's debt service levy and will require using some of our discretionary dollars again to cover the shortfall.

	2026 Principal	Total Interest	Total Due 2026	Proposed Levy
Bond				
2013 Crossover Refunding	705,000	116,738	821,738	489,199
2018 Equipment Certs	82,000	6,930	88,930	88,930
2020 Street	230,000	100,850	330,850	205,002
2021 Hwy 284	80,000	7,700	87,700	50,866
2023 Street	85,000	112,588	197,588	158,789
Total Bond Levy:	1,182,000	344,805	1,526,805	992,786

**Total 2026 Tax Levy Impact:** The city is fortunate in that it has discretionary dollars available to help in times like this to smooth out tax increases. Last year the preliminary levy adopted reflected a 13% increase. In working through the budget process last year, the Council wanted to cap the total tax increase to no more than 10%. By tightening the operating budget and using some of the discretionary dollars, we were able to keep the overall levy increase to under 10%. I recommend using our discretionary dollars again this year to cover bond payment shortfalls and am proposing a total preliminary levy increase of 9.81%. Below is a history of the levy increases since 2020.

	2020 Final	2021 Final	2022 Final	2023 Final	2024 Fial	2025 Final	2026 Preliminary
Operating Levy	766,875	738,556	816,701	1,049,580	1,051,057	1,066,057	1,206,720
Debt Levy	\$ 675,422	\$ 761,781	\$ 797,348	\$ 661,484	\$ 771,897	\$ 936,897	992,786
Total Levy:	1,442,297	1,500,337	1,614,049	1,711,064	1,822,954	2,002,954	2,199,506
		4%	8%	6%	7%	10%	9.81%

**Future Meetings:** This is just the preliminary levy, the final levy will be voted on in December – but the only change can be to *lower* the levy from this amount. Prior to the December adoption, I would like to schedule a workshop to review the budget in more detail, discuss the capital improvement plan, the changes to the enterprise fund with the new utility rates adopted in March of this year and the overall financial condition of the city.

**Action Requested:**

Adopt Resolution 25-20 Establishing Preliminary City Tax Levy for Taxes Payable 2026



# COLOGNE

*Minnesota*

CITY OF COLOGNE  
RESOLUTION NO. 25-20  
APPROVING THE 2026 PRELIMINARY TAX LEVY  
AND GENERAL FUND BUDGET

**WHEREAS,** the City of Cologne has prepared its preliminary 2026 Tax Levy and General fund Budget; and

**WHEREAS,** the City of Cologne has established a Debt Service Fund to pay for general fund and utility fund debt service obligations; and

**WHEREAS,** the City must establish a public hearing on the 2026 Budget and must also establish a date to continue the public hearing if needed; and

**WHEREAS,** the following preliminary tax levy, must be certified to the County Auditor by September 30th, 2025; and

General Fund Tax Levy	\$1,206,720
Bond Debt Service Levy	\$ 992,786
Total 2026 Tax Levy	\$ 2,199,506

**NOW, THEREFORE, BE IT RESOLVED,** by the City Council of the City of Cologne, Minnesota, to authorize a preliminary 2026 Tax Levy of \$2,199,509.

**AND BE IT FURTHER RESOLVED,** to call for a Public Hearing on the 2026 Budget on Monday December 1, 2025 at 7:00 p.m. at Cologne City Hall with Monday, December 15, 2025 at 7:00 p.m. as the continuation date, if needed for the public hearing.

Adopted by the City Council of the City of Cologne, Minnesota, this 15th day of September, 2025.

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

ATTEST:

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

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

Lein \_\_\_\_\_

Szaroletta \_\_\_\_\_

Bruss \_\_\_\_\_

Olson \_\_\_\_\_

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

Bowers \_\_\_\_\_



# Memo

**To:** Mayor Lein and Council Members

**From:** Michelle Morrison – City Administrator

**Date:** August 28, 2025

**Re:** Administrator Update

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

- The new utility rates adopted with the March water bills continue to improve the flow of revenue into our enterprise funds. The chart below shows the monthly increase in sales revenue for each month compared to the revenue form the same month in 2024.

NEW UTILITY RATE REVENUE ONLY IMPACT THRU JULY BILL											
April \$ Increase over PY	April % Increase over PY	May \$ Increase over PY	May % Increase over PY	June \$ Increase over PY	June % Increase over PY	July \$ Increase over PY	July % Increase over PY	Aug \$ Increase over PY	Aug % Increase over PY	Total \$ Increase over PY Since April Rate Increase	Total % Increase over PY Since April Rate Increase
\$ 15,108	22%	\$ 13,347	20%	\$ 29,282	46%	\$ 22,013	30%	\$ 25,261	38%	\$ 105,011	31%

- Village at Cologne 18<sup>th</sup> is progressing towards Final Plat approval and the creation of a Developers Agreement. May be on Planning Commission agenda for October 8<sup>th</sup> and Council agenda for October 20<sup>th</sup>.
- Reached out to our agent with LMC. Current policy with \$500 deductible has a \$38,187 premium. Other options are:
  - \$2,500 deductible      \$35,654 premium
  - \$5,000 deductible      \$33,428 premium
  - \$10,000 deductible      \$
- Received email from Mn House of Representatives Capitol Investment Committee Administrator about a 2026 bonding request tour that will be in Cologne on Thursday, October 23<sup>rd</sup> from 12:15 – 12:45. I have plans to be out of the country at that time but have reached out to see if Jake Saulsbury can meet with the group to review the needs at the WWTP with the representatives. If any council member would like to attend that would be fine as well.



**City of Cologne**  
**August 2025**





**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 08/01/2025 To: 08/31/2025**

## **Cologne City**

### **Patrol**

#### **A Offense**

Assault	1
Sex Crime	1
<b>Total A Offense:</b>	<b>2</b>

#### **B Offense**

Traffic - Alcohol Rel	1
<b>Total B Offense:</b>	<b>1</b>

#### **Non Criminal**

Misc Non-criminal	3
Alarm	1
Animal	2
Medical Calls Received	4
Fire Calls Reveived	1
Warrant Service	1
Suspicious Activity	1
Disturbance (Info Only)	1
Child Custody Dispute	2
<b>Total Non Criminal:</b>	<b>16</b>

#### **Traffic**

Traffic - Misc	3
Traffic Stop	39
Pd Accident	1
Driving Complaint	4
<b>Total Traffic:</b>	<b>47</b>

**Total Patrol: 66**

### **Administrative**

#### **Administrative**

GunPermit-Acquire	1
GunPermit-CarryNew	1
GunPermit-CarryRenew	4
<b>Total Administrative:</b>	<b>6</b>

**Total Administrative: 6**

**Total Cologne City: 72**



**Carver County Sherff's Office**  
**Arrest Summary**  
**For: Cologne City**  
**From: 08/01/2025 To: 08/31/2025**

**Cologne City**

13C - Intimidation  
90D - Driving Under the Influence  
90Z - All Other Offenses  
Totals for Cologne City

Total Charges	Total Arrestees	Total Incidents
1	1	1
3	1	1
2	0	0
6	2	2



**Carver County Sheriff's Office**  
**Verbal Warnings**  
**From: 08/01/2025 to 08/31/2025**

**Cologne City**

Traffic Stop:	35
Grand Total Verbal Warnings:	35



# **Carver County Sherff's Office**

## **Traffic Citation Summary**

**From: 08/01/2025 To: 08/31/2025**

### **Cologne City**

DAS, DAR, DAC:	1
Expired Tabs:	1
No Proof Of Insurance:	1
Use/Unregistered Veh-168.36 Or 168.10:	2
<b>Total Cologne City:</b>	<b>5</b>



**Carver County Sheriff's Office**  
**CSO Calls For Service**  
**From: 08/01/2025 To: 08/31/2025**  
**Cologne City**

<u>Incident_Nr</u>	<u>Status Name</u>	<u>Activity</u>	<u>Start Time</u>	<u>End Time</u>	<u>Minutes Spent</u>	<u>Running Total Minutes</u>
<b>202500023683</b>						
<b>741CS</b>						
202500023683	DISP	Traffic - Misc	08/14/2025 12:14:43PM	08/14/2025 12:14:46PI	0.05	0.05
202500023683	Enroute	Traffic - Misc	08/14/2025 12:14:46PM	08/14/2025 12:34:39PI	19.88	19.93
202500023683	Scene	Traffic - Misc	08/14/2025 12:34:39PM	08/14/2025 12:39:46PI	5.12	25.05
202500023683	Available	Traffic - Misc	08/14/2025 12:39:46PM	08/14/2025 12:39:46PI	0.00	25.05
<b>202500024334</b>						
<b>747CS</b>						
202500024334	DISP	Traffic - Misc	08/20/2025 2:17:52PM	08/20/2025 2:17:54PM	0.03	25.08
202500024334	Enroute	Traffic - Misc	08/20/2025 2:17:54PM	08/20/2025 2:20:54PM	3.00	28.08
202500024334	Available	Traffic - Misc	08/20/2025 2:20:54PM	08/20/2025 2:20:54PM	0.00	28.08
202500024334	DISP	Traffic - Misc	08/20/2025 2:42:56PM	08/20/2025 2:43:23PM	0.45	28.53
202500024334	Enroute	Traffic - Misc	08/20/2025 2:43:23PM	08/20/2025 3:07:47PM	24.40	52.93
202500024334	Available	Traffic - Misc	08/20/2025 3:07:47PM	08/20/2025 3:07:47PM	0.00	52.93
<b>202500024423</b>						
<b>741CS</b>						
202500024423	DISP	Misc Non-criminal	08/21/2025 10:23:31AM	08/21/2025 10:23:34AI	0.05	52.98
202500024423	Enroute	Misc Non-criminal	08/21/2025 10:23:34AM	08/21/2025 10:33:38AI	10.07	63.05
202500024423	Scene	Misc Non-criminal	08/21/2025 10:33:38AM	08/21/2025 11:03:21AI	29.72	92.77
202500024423	Available	Misc Non-criminal	08/21/2025 11:03:21AM	08/21/2025 11:03:21AI	0.00	92.77

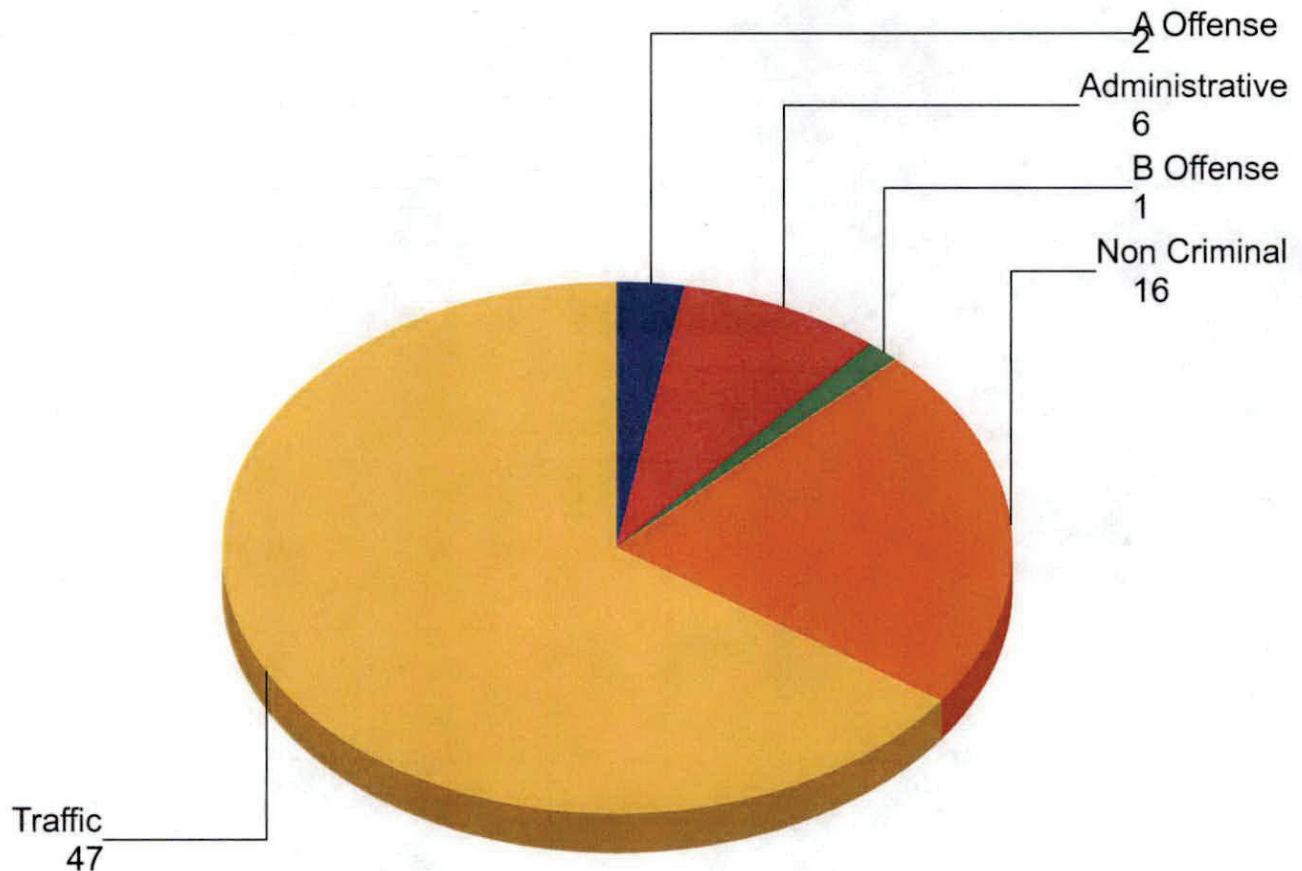
**Total Minutes: 92.77**





**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 08/01/2025 To: 08/31/2025**

## Cologne City



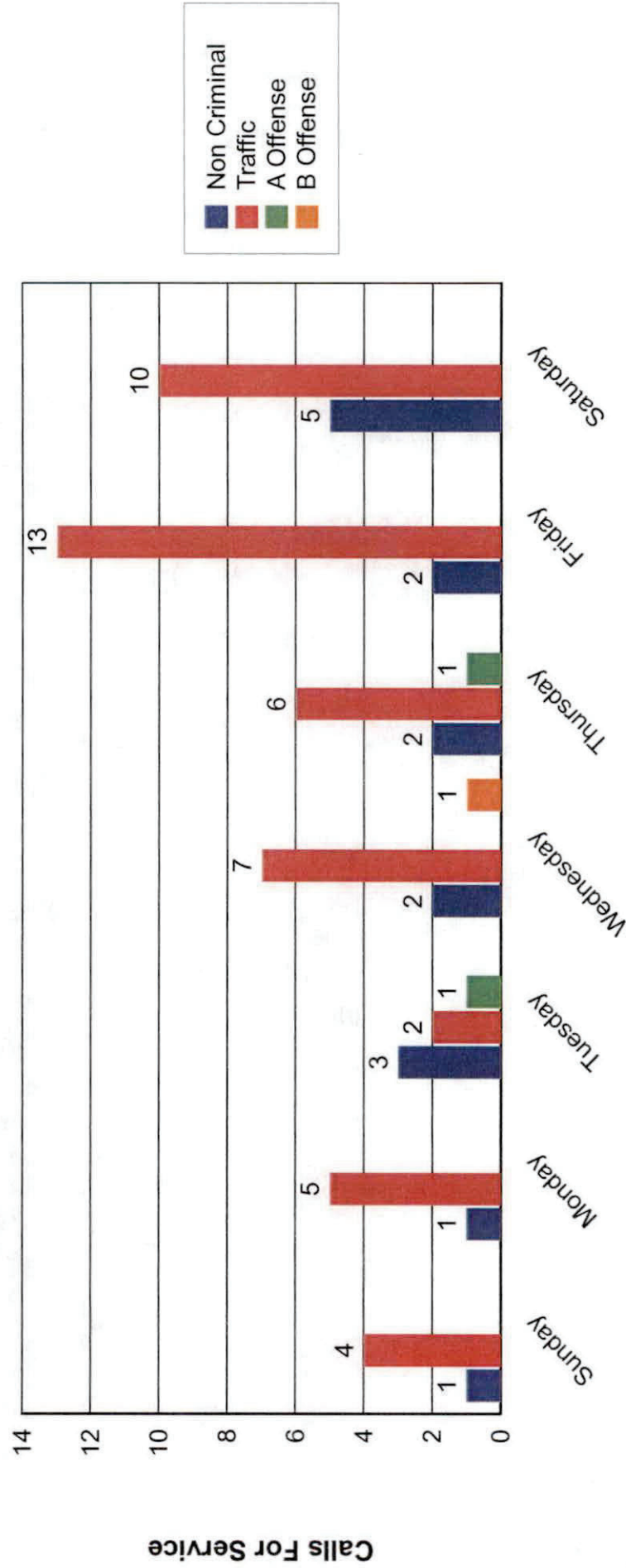
Total A Offense:	2
Total B Offense:	1
Total Non Criminal:	16
Total Traffic:	47
Total Administrative:	6

**Total Cologne City: 72**



**Carver County Sheriff's Office**  
**Day of Week Analysis of Calls for Service**  
**Patrol Activity**  
**From: 08/01/2025 To: 08/31/2025**

## Cologne City

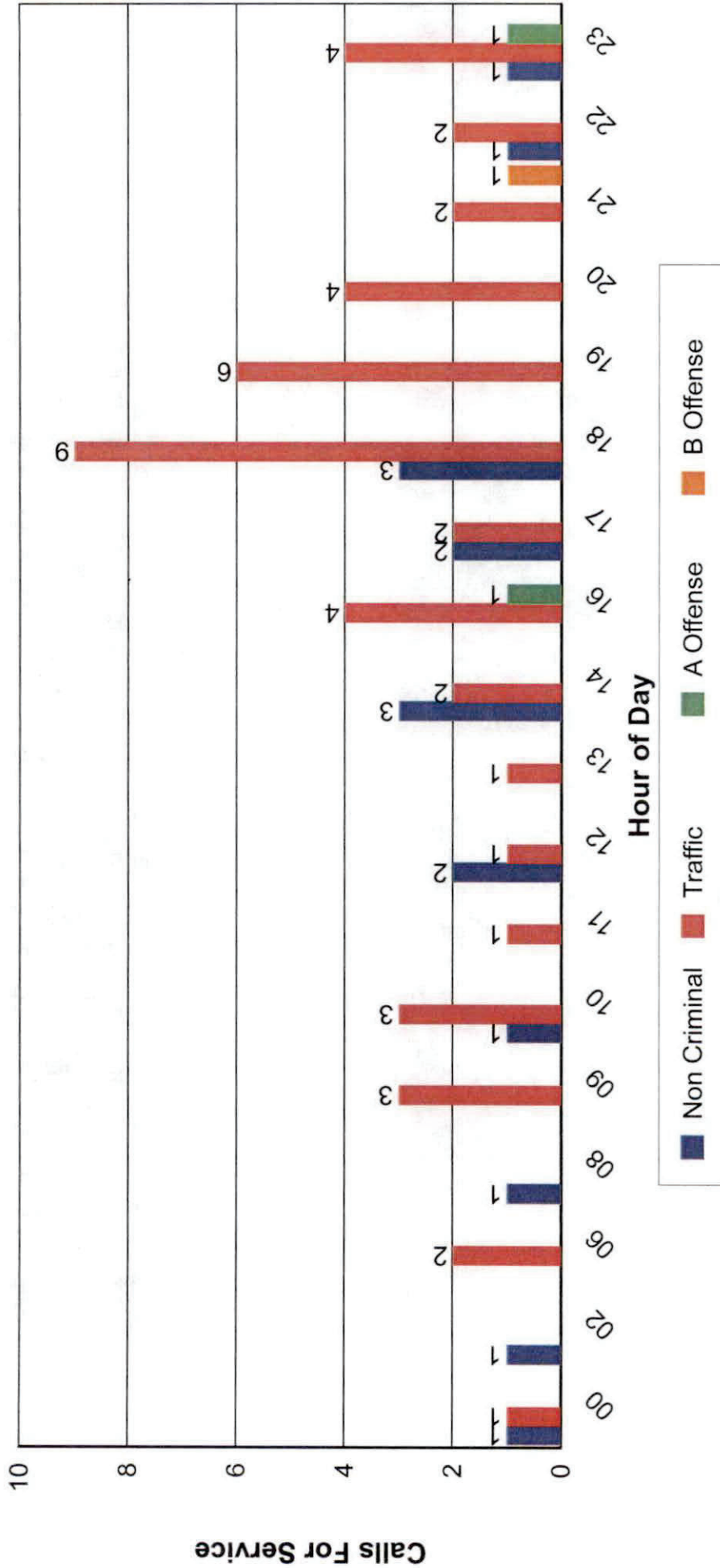


**Total Cologne City: 66**



Carver County Sheriff's Office  
Hour of Day Analysis of Calls for Service  
Patrol Activity  
From: 08/01/2025 To: 08/31/2025

Cologne City



Total Cologne City: 66