



## **City Council Meeting Minutes**

*Monday, December 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**

Mayor Lein called the meeting to order at 7:00 PM. Councilmembers Bowers, Bruss, 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 presented, 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. December 1, 2025 City Council Minutes**
- b. Accounts Payable from December 2, 2025**
- c. December 16, 2025 Payroll Summary**
- d. Cologne City Council & Planning Commission Annual Payroll Summary**
- e. Resolution 25-34 Designating Polling Place for 2026 Election**
- f. Resolution 25-35 Accepting Donation**
- g. Approve Final Pay Request to TanksCo for North Water Tower Rehab**
- h. Approve 2026 Assessment Contract with Carver County**

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

## **6. NEW COUNCIL BUSINESS**

- a. Res No 25-36 Rescinding Res No 25-32 And Opting to Increase the Benefit Level for Firefighters who are Vested in the Statewide Volunteer Firefighter Plan**

Administrator Morrison updated the Council that PERA officials advised her that Benefit Levels must be in \$100 increments and that the \$2,750 approved at last council meeting would need to be changed. After discussion Councilmember Bruss made a motion to accept Resolution No 25-36 rescinding Res No 25-32 and increasing the benefit level to \$2,700, second by Councilmember Bowers. Motion carried 4-1 with Councilmember Olson voting against.

- b. Res No 25-37 Establishing Fire Department Capital Fund and Approving a Transfer Between Funds**
- c. Res No 25-38 Establishing City Capital Improvement Fund and Approving a Transfer Between Funds**

At the November 3<sup>rd</sup> Council meeting, Administrator Morrison reviewed the auditor's recommendation to establish two new funds to better track and account for Capital Improvement Expenditures for both the City and the Fire Department. Morrison reviewed the tracking process for the Fire Department fund and how the initial deposit amount was determined, she then reviewed the City Capital Fund and how its initial deposit was determined.

After discussion and answering questions, Councilmember Bowers made a motion to adopt Res No 25-37 Establishing a Fire Department Capital Fund and Approving a Transfer between Funds, second by Councilmember Olson. Motion carried unanimously. Councilmember Bruss then made a motion to adopt Res No 25-38 Establishing a City Capital Improvement Fund and Approving a Transfer between Funds, second by Councilmember Szaroletta. Motion carried unanimously.

**d. Carpet Replacement Bid for Community Room**

Administrator Morrison reviewed the bids and process of looking into new flooring for the Community Room. Two bids were received, and the recommendation is to go with the higher bid as the business owner has been extremely helpful in the decision-making process and all installations are done by their employees, not contractors. After discussion Councilmember Bruss made a motion to approve the Bid from Anton's Flooring for \$9,662.31 citing their customer service and quality of the product, second by Councilmember Bowers. Motion carried unanimously.

**e. 2026 Federal Holidays**

Motion by Councilmember Szaroletta to approve the Federal Holiday's as presented, second by Councilmember Olson. Motion carried unanimously.

**f. 2026 City Council Meeting Schedule**

After discussion, Councilmember Bruss made a motion adopting the meeting schedule with one meeting a month in June, July and August and in November having meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Monday rather than the 1<sup>st</sup> and 3<sup>rd</sup> Monday, second by Councilmember Bowers. Motion carried unanimously.

**g. 2026 Annual Appointments**

Annual appointments were discussed, and the schedule of appointments will be on the January 6 agenda for approval.

**7. INFORMATIONAL ITEMS**

**a. Administrator Update**

**b. Mayor/Council/Committee Reports**

Planning Commission Chair presented a review of the work done by the Commission in 2025 – with a plan for 2026 that includes a systematic review of the City Code of Ordinances.

**c. November Sheriff Report**

**8. ANNOUNCEMENTS**

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

**10. ADJOURN**

Motion by Councilmember Szaroletta to adjourn at 7:45 PM, second by Councilmember Bowers. Motion carried unanimously.

Respectfully Submitted:

Michelle Morrison  
Michelle Morrison

City Administrator/City Clerk

Attest:

ML  
Matt Lein

Mayor