



## City Council Meeting Agenda

*Tuesday, February 17, 2026 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. February 2, 2026 City Council Minutes**
- b. Accounts Payable from February 3rd, 2026**
- c. February 10th, 2026 Payroll Summary**

d. Temporary Liquor License Cologne Fire Relief Steak Fry

**6. NEW COUNCIL BUSINESS**

- a. CFD Probationary Fire Fighter Pinning Ceremony
- b. Heat Pump Community Center
- c. Phosphorus Monitoring Quote

**7. INFORMATIONAL ITEMS**

- a. Administrator Update
- b. Mayor / Council / Committees Reports
  - i. COB Newsletter?
- c. January Sheriff Report

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

**9. ADJOURN**

**CALENDAR OF EVENTS/MEETINGS**

March 2 <sup>nd</sup>	Monday	City Council Meeting
March 4 <sup>th</sup>	Wednesday	Planning Commission Meeting
March 16 <sup>th</sup>	Monday	City Council Meeting



## City Council Meeting Minutes

Monday, February 2, 2026 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  
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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**

Administrator Morrison advised the Mayor that 2 new items need to be added - under the Consent Agenda, Item e. Res No 26-03 Accepting Donation and under new business add item d. Clarification of Committee Goals and Scope for the CFD – PERA Committee. Motion by Councilmember Bruss to adopt the agenda as amended, 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. January 20, 2026 City Council Minutes**
- b. Accounts Payable from January 21st, 2026**
- c. January 27th, 2026 Payroll Summary**
- d. West Hennepin Ducks Unlimited Gambling Permit**
- e. Res No 26-03 Accepting Donation**

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

#### **6. NEW COUNCIL BUSINESS**

- a. Res No 26-02 Resolution for Counting Write-In Votes for Local Elective Office**

Administrator Morrison reviewed her memo to the Council regarding state statutes that, if adopted locally, would eliminate the need to hand count write-in votes for local elections. A candidate who wishes their write-in votes to be counted can formally request that by making a request to the City Clerk. After discussion, Councilmember Bruss made a motion to adopt Res No 26-02 Counting Write-In Votes for Local Elective Office, second by Councilmember Bowers. Motion carried unanimously

- b. Phosphorus Monitoring System for Wastewater Treatment Facility**

Administrator Morrison and Jake Saulsbury of Bolton and Menk led discussion with the Council on the potential cost and benefits of purchasing a phosphorus monitoring system that could increase the available ERU's for development. Topics covered included the timing of when to purchase, what funds to use for the purchase and the installation timeline. A formal quote will be brought to the February 17<sup>th</sup> Council meeting to continue the discussion and next steps.

- c. Community of Belonging Newsletter Discussion – Sarah Bruss**

The council discussed the \$8,000 annual expense for the quarterly newsletter and the desire to go to a more cost-effective means of communicating with the public – focusing on a digital format. Lona Hendricks from Communities of Belonging shared concerns over just stopping the newsletter and asked if she could work with a committee from the City to discuss options and a plan to move forward. Councilmembers Olson and Bruss agreed to meet with Loan to discuss next steps.

**d. Clarification of Committee Goals and Scope for the CFD –  
PERA Committee.**

While no meetings have been scheduled for the CFD – Pera Committee, Administrator Morrison wanted clarification from the council on what the Goals and Scope of the committee are. The direction from Council was the committee is to focus on understanding the PERA Pension process – how it is funded, how benefit levels are established and the financial implications and risk associated with benefit level changes. The committee is to bring back what they learned to the whole council to help the entire group understand the pension.

**7. INFORMATIONAL ITEMS**

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

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

**9. ADJOURN**

Motion by Councilmember Olson to adjourn at 8:05 PM, second by Councilmember Bruss. Motion carried unanimously.

Respectfully Submitted:

Attest:

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Michelle Morrison

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Matt Lein

## CITY OF COLOGNE

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**\*Check Summary Register©**

Batch:

020226XCEL,020326MNNatRes,021726CR,020426MVEC,020426TechStar,020426NUVERA,020426HealthPartners,020426GopherOne,020426VISACity,020426ECM,020426MES,020426EMTI,020526XCEL,020526CentPoint,020526PSNINV,020926XCEL,022626PremWater,021126Cintas,021126Republic,021126PerMar,021126PitneyBowes,021126CircleK,021126CarCo

Name		Check Date	Check Amt	
<b>10100 Checking</b>				
3184e	XCEL ENERGY	02/02/26	\$10,800.43	WWTP
3185e	MINNESOTA DEPART OF NATURAL RE	02/03/26	\$492.51	DNR Water Use public water supply charge
3186e	MN VALLEY ELECTRIC COOPERATIVE	02/04/26	\$285.80	Street Light Account
3187e	TECHSTAR IT SOLUTIONS INC	02/04/26	\$1,172.80	IT Support
3188e	NUVERA COMMUNICATIONS INC	02/04/26	\$36.93	Fitness Center Cable TV
3189e	HEALTH PARTNERS	02/04/26	\$2,032.72	Employee Medical and Dental Insurance - March 2026
3190e	GOPHER STATE ONE-CALL (INC)	02/04/26	\$68.90	Locates January 2026 & Operating Fee
3191e	SECURITY BANK	02/04/26	\$2,033.25	CITY VISA
3192e	ECM PUBLISHERS, INC.	02/04/26	\$91.38	2026 Budget Summary
3193e	MES, INC.	02/04/26	\$325.16	Custom Belleville boots
3194e	CROWN COLLEGE	02/04/26	\$650.00	EMR COURSE: Daniel Rademacher
3202e	XCEL ENERGY	02/05/26	\$3,287.00	Cologne Community Center
3203e	CENTERPOINT	02/05/26	\$828.76	105 Benton St
3204e	PAYMENT SERVICE NETWORK	02/05/26	\$789.72	Monthly PSN Fees-January 2026
3205e	PREMIUM WATERS, INC.	02/06/26	\$66.57	Drinking water for office & PW
3206e	XCEL ENERGY	02/09/26	\$953.39	Public Works Facility
3207e	CINTAS CORPORATION	02/11/26	\$197.72	Uniforms
3208e	REPUBLIC SERVICES	02/11/26	\$833.34	PW Garbage
3209e	PER MAR SECURITY SERVICES	02/11/26	\$135.96	Quarterly Security Services
3210e	PITNEY BOWES	02/11/26	\$189.24	Monthly Lease Fee - Q1
3211e	CIRCLE K	02/11/26	\$526.03	PW Fuel
3212e	CAR-CO INC	02/11/26	\$62.22	GM/Chrysler HD Air Filter
29709	BOLTON & MENK, INC	02/17/26	\$2,696.00	Village Parkway Improvements
29710	BOUND TREE MEDICAL, LLC	02/17/26	\$858.37	Medical Supplies; Bandages, cold packs, lithium batteries
29711	Betsy Brueggemeier	02/17/26	\$80.00	Damage Deposit Refund; Event 2.1.26
29712	CARVER COUNTY	02/17/26	\$250.00	Fiber Optic Connection
29713	Jennifer Chamberlin	02/17/26	\$100.00	Damage Deposit Refund; Event 1.31.26
29714	COLLABORATIVE PLANNING, LLC	02/17/26	\$1,088.25	Ordinance Review
29715	EMERGENCY TECHNICAL DECON	02/17/26	\$762.00	Turnout gear
29716	FORCE AMERICA DISTRIBUTING, LL	02/17/26	\$616.60	Air & Road Temp Sensor
29717	GRAPHIC PRINT PROMO & DESIGN L	02/17/26	\$1,829.45	Quarter 1 Newsletter
29718	H&B SPECIALIZED PRODUCTS, INC	02/17/26	\$2,763.75	Basketball Hoop repair and maintenance
29719	Hayley Hahn	02/17/26	\$100.00	Damage Deposit Refund; Event 02.01.26
29720	Emilee Hecksel	02/17/26	\$100.00	Damage Deposit Refund; Event 1.31.26
29721	METRO WEST INSPECTION SERVICES	02/17/26	\$973.87	Permits Finaled January 2026
29722	Jonathan Meyers	02/17/26	\$100.00	Damage Deposit Refund; Event 2.7.26
29723	MINNESOTA RURAL WATER ASSOC	02/17/26	\$100.00	Damage Deposit Refund; Event 02.03.26
29724	MTI DISTRIBUTING, INIC	02/17/26	\$8,699.22	Outfitting side by side
29725	UTILITY CONSULTANT, INC	02/17/26	\$654.67	Sample Dates: 12.23, 12.30, 1.7, 1.14
29726	VOS CONSTRUCTION, INC.	02/17/26	\$350.00	Lift Rental for basektball hoops & lighting
29727	Robert Wilkens	02/17/26	\$100.00	Damage Deposit Refund; Event 01.31.26
29728	WM MUELLER & SONS, INC.	02/17/26	\$40.28	3/8" chips
<b>Total Checks</b>			<b>\$48,122.29</b>	

CITY OF COLOGNE

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\*Check Summary Register©

Batch:

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Name	Check Date	Check Amt
<b>10100 Checking</b>		
101 GENERAL FUND		\$33,837.13
601 WATER FUND		\$6,985.20
602 SEWER FUND		\$7,299.96
		<hr/>
		\$48,122.29

Clerk Treasurer

Date

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## CITY OF COLOGNE

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**\*Check Detail Register©**

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r,021126Cintas,021126Republic,021126PerMar,021126PitneyBowes,021126CircleK,021126CarCo

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 Checking</b>					
<b>3184 e</b>	02/02/26	<b>XCEL ENERGY</b>			
		E 602-49450-381	Electric Utilities	\$5,206.40	WWTP
		E 602-49470-381	Electric Utilities	\$685.99	Lift Stations
		E 101-43100-381	Electric Utilities	\$39.55	201 Benton St
		E 601-49400-381	Electric Utilities	\$9.38	Well #3
		E 101-43100-381	Electric Utilities	\$14.46	Storage Shed
		E 601-49400-381	Electric Utilities	\$2,780.02	Water Tower
		E 101-41940-381	Electric Utilities	\$104.91	701 Lake
		E 101-43160-381	Electric Utilities	\$1,803.44	Street Light
		E 101-41940-381	Electric Utilities	\$9.91	PW Maintenance Bldg
		E 101-45200-381	Electric Utilities	\$146.37	Tennis Courts - Lions Park
		Total		\$10,800.43	
<b>3185 e</b>	02/03/26	<b>MINNESOTA DEPART OF NATURAL RE</b>			
		E 601-49400-312	Contractual Services	\$492.51	DNR Water Use public water supply charge
		Total		\$492.51	
<b>3186 e</b>	02/04/26	<b>MN VALLEY ELECTRIC COOPERATIVE</b>			
		E 101-43160-381	Electric Utilities	\$285.80	Street Light Account
		Total		\$285.80	
<b>3187 e</b>	02/04/26	<b>TECHSTAR IT SOLUTIONS INC</b>			
		E 101-43100-312	Contractual Services	\$293.20	71411 IT Support
		E 101-42200-310	Other Professional Servic	\$293.20	71411 IT Support
		E 602-49450-312	Contractual Services	\$293.20	71411 IT Support
		E 101-41400-312	Contractual Services	\$293.20	71411 IT Support
		Total		\$1,172.80	
<b>3188 e</b>	02/04/26	<b>NUVERA COMMUNICATIONS INC</b>			
		E 101-45100-433	Dues and Subscriptions	\$36.93	Fitness Center Cable TV
		Total		\$36.93	
<b>3189 e</b>	02/04/26	<b>HEALTH PARTNERS</b>			
		G 101-21706	Health/Dental Ins	\$2,032.72	Employee Medical and Dental Insurance - March 2026
		Total		\$2,032.72	
<b>3190 e</b>	02/04/26	<b>GOPHER STATE ONE-CALL (INC)</b>			
		E 101-43100-310	Other Professional Servic	\$68.90	6010308 Locates January 2026 & Operating Fee
		Total		\$68.90	
<b>3191 e</b>	02/04/26	<b>SECURITY BANK</b>			
		E 101-43100-401	Repairs/Maint Buildings	\$152.75	Doorsweep, 24' pusher, Frattallones
		E 601-49400-311	Analysis	\$16.03	UPS Shipping on Samples
		E 101-41400-207	Computer Software/Hardw	\$108.75	Flowroute & Adobe
		E 101-42200-310	Other Professional Servic	\$611.40	Egnyte CFD
		E 101-41400-312	Contractual Services	\$611.40	Egnyte City Hall
		E 101-41400-200	Office Supplies (GENERA	\$180.78	PW Printer Ink; Comp Mouse;
		E 101-42200-433	Dues and Subscriptions	\$129.00	Annual Amazon Prime Membership
		E 101-45100-210	Operating Supplies (GEN	\$184.06	Gym Wipes, Hand soap, Dusting kit



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Batch:

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r,021126Cintas,021126Republic,021126PerMar,021126PitneyBowes,021126CircleK,021126CarCo

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-404		Repairs/Maint Machinery/	\$20.16		Toilet Flapper; City Square Park Toilets
E 101-45100-210		Operating Supplies (GEN	\$18.92		Football Replacement Open Gym
		Total	\$2,033.25		
<b>3192 e</b>	02/04/26	<b>ECM PUBLISHERS, INC.</b>			
E 101-41400-350		Print/Publications (GENE	\$91.38	1084292	2026 Budget Summary
		Total	\$91.38		
<b>3193 e</b>	02/04/26	<b>MES, INC.</b>			
E 101-42230-210		Operating Supplies (GEN	\$325.16	2410827	Custom Belleville boots
		Total	\$325.16		
<b>3194 e</b>	02/04/26	<b>CROWN COLLEGE</b>			
E 101-42220-208		Training and Instruction	\$650.00	92	EMR COURSE: Daniel Rademacher
		Total	\$650.00		
<b>3202 e</b>	02/05/26	<b>XCEL ENERGY</b>			
E 101-45100-381		Electric Utilities	\$2,991.54		Cologne Community Center
E 101-43160-381		Electric Utilities	\$286.77		1108 Village
E 101-45200-381		Electric Utilities	\$8.69		3002 Gold Nugget
		Total	\$3,287.00		
<b>3203 e</b>	02/05/26	<b>CENTERPOINT</b>			
E 602-49470-383		Gas Utilities	\$21.02		105 Benton St
E 601-48930-383		Gas Utilities	\$768.30		2224 Naples
E 602-49470-383		Gas Utilities	\$19.72		124 Hazelwood Ave LFT STN
E 602-49470-383		Gas Utilities	\$19.72		1022 Meadow St LFT STN
		Total	\$828.76		
<b>3204 e</b>	02/05/26	<b>PAYMENT SERVICE NETWORK</b>			
E 101-41400-301		Auditing and Acct g Servic	\$171.25		Monthly PSN Fees-January 2026
E 601-49440-301		Auditing and Acct g Servic	\$309.23		Monthly PSN Fees-January 2026
E 602-49490-301		Auditing and Acct g Servic	\$309.24		Monthly PSN Fees-January 2026
		Total	\$789.72		
<b>3205 e</b>	02/06/26	<b>PREMIUM WATERS, INC.</b>			
E 101-43100-200		Office Supplies (GENERA	\$12.76	311218060	Drinking water for office & PW
E 101-43100-200		Office Supplies (GENERA	\$18.76	311218061	Drinking water for office & PW
E 101-43100-200		Office Supplies (GENERA	\$4.38	311237748	Drinking water for office & PW
E 101-43100-200		Office Supplies (GENERA	\$4.38	311237749	Drinking water for office & PW
E 101-43100-200		Office Supplies (GENERA	\$17.53	311272783	Drinking water for office & PW
E 101-43100-200		Office Supplies (GENERA	\$4.38	311293412	Drinking water for office & PW
E 101-43100-200		Office Supplies (GENERA	\$4.38	311293413	Drinking water for office & PW
		Total	\$66.57		
<b>3206 e</b>	02/09/26	<b>XCEL ENERGY</b>			
E 101-43100-381		Electric Utilities	\$365.16		Public Works Facility
E 601-49400-381		Electric Utilities	\$588.23		Bldg by Water Tower, Water Tower, Well 1&2
		Total	\$953.39		
<b>3207 e</b>	02/11/26	<b>CINTAS CORPORATION</b>			

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r,021126Cintas,021126Republic,021126PerMar,021126PitneyBowes,021126CircleK,021126CarCo

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-417		Uniforms	\$21.10	4255400673	Uniforms
E 101-43100-417		Uniforms	\$45.25	4256202180	Uniforms & PW supplies
E 101-45100-401		Repairs/Maint Buildings	\$70.67	4256202547	Rugs, Mats, Mops, Towels
E 101-43100-417		Uniforms	\$21.10	4256904232	Uniforms
E 101-43100-417		Uniforms	\$39.60	425770646	Uniforms
Total			\$197.72		
<b>3208 e</b>	02/11/26	<b>REPUBLIC SERVICES</b>			
E 101-41940-384		Refuse/Garbage Disposal	\$309.15		PW Garbage
E 101-42210-384		Refuse/Garbage Disposal	\$215.04		CFD Garbage
E 101-45100-384		Refuse/Garbage Disposal	\$309.15		CCC Garbage
Total			\$833.34		
<b>3209 e</b>	02/11/26	<b>PER MAR SECURITY SERVICES</b>			
E 101-45100-312		Contractual Services	\$135.96	3786688	Quarterly Security Services
Total			\$135.96		
<b>3210 e</b>	02/11/26	<b>PITNEY BOWES</b>			
E 101-41400-312		Contractual Services	\$189.24		Monthly Lease Fee - Q1
Total			\$189.24		
<b>3211 e</b>	02/11/26	<b>CIRCLE K</b>			
E 101-43100-212		Motor Fuels	\$526.03		PW Fuel
Total			\$526.03		
<b>3212 e</b>	02/11/26	<b>CAR-CO INC</b>			
E 101-43100-404		Repairs/Maint Machinery/	\$62.22	786113	GM/Chrysler HD Air Filter
Total			\$62.22		
<b>29709</b>	02/17/26	<b>BOLTON &amp; MENK, INC</b>			
E 601-48400-303		Engineering Fees	\$1,981.50	386193	Water Tower Rehab
E 101-43100-303		Engineering Fees	\$714.50	386194	Village Parkway Improvements
Total			\$2,696.00		
<b>29710</b>	02/17/26	<b>BOUND TREE MEDICAL, LLC</b>			
E 101-42230-210		Operating Supplies (GEN	\$858.37	86064306	Medical Supplies; Bandages, cold packs, lithium batteries
Total			\$858.37		
<b>29711</b>	02/17/26	<b>Betsy Brueggemeier</b>			
G 101-22000		Deposits	\$80.00		Damage Deposit Refund; Event 2.1.26
Total			\$80.00		
<b>29712</b>	02/17/26	<b>CARVER COUNTY</b>			
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	\$90.00		Fiber Optic Connection
Total			\$250.00		
<b>29713</b>	02/17/26	<b>Jennifer Chamberlin</b>			

## CITY OF COLOGNE

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r,021126Cintas,021126Republic,021126PerMar,021126PitneyBowes,021126CircleK,021126CarCo

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 1.31.26
		Total	\$100.00		
<b>29714</b>	02/17/26	<b>COLLABORATIVE PLANNING, LLC</b>			
E 101-41910-310		Other Professional Servic	\$1,016.75	2026-033	Ordinance Review
E 101-41910-310		Other Professional Servic	\$35.75	2026-033	Vos Survey
E 101-41910-310		Other Professional Servic	\$35.75	2026-033	111 John
		Total	\$1,088.25		
<b>29715</b>	02/17/26	<b>EMERGENCY TECHNICAL DECON</b>			
E 101-42230-312		Contractual Services	\$762.00		Turnout gear
		Total	\$762.00		
<b>29716</b>	02/17/26	<b>FORCE AMERICA DISTRIBUTING, LL</b>			
E 101-43100-404		Repairs/Maint Machinery/	\$616.60	2131549	Air & Road Temp Sensor
		Total	\$616.60		
<b>29717</b>	02/17/26	<b>GRAPHIC PRINT PROMO &amp; DESIGN LLC</b>			
E 101-46200-350		Print/Publications (GENE	\$1,829.45	9031	Quarter 1 Newsletter
		Total	\$1,829.45		
<b>29718</b>	02/17/26	<b>H&amp;B SPECIALIZED PRODUCTS, INC</b>			
E 101-45100-220		Repair/Maint Supply (GEN	\$2,763.75	35603	Basketball Hoop repair and maintenance
		Total	\$2,763.75		
<b>29719</b>	02/17/26	<b>Hayley Hahn</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 02.01.26
		Total	\$100.00		
<b>29720</b>	02/17/26	<b>Emilee Hecksel</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 1.31.26
		Total	\$100.00		
<b>29721</b>	02/17/26	<b>METRO WEST INSPECTION SERVICES</b>			
E 101-42400-310		Other Professional Servic	\$973.87	4896	Permits Finaled January 2026
		Total	\$973.87		
<b>29722</b>	02/17/26	<b>Jonathan Meyers</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 2.7.26
		Total	\$100.00		
<b>29723</b>	02/17/26	<b>MINNESOTA RURAL WATER ASSOC</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 02.03.26
		Total	\$100.00		
<b>29724</b>	02/17/26	<b>MTI DISTRIBUTING, INIC</b>			
E 101-42280-500		Capital Outlay (GENERAL	\$8,699.22	1506148	Outfitting side by side
		Total	\$8,699.22		
<b>29725</b>	02/17/26	<b>UTILITY CONSULTANT, INC</b>			
E 602-49450-311		Analysis	\$654.67	126741	Sample Dates: 12.23, 12.30, 1.7, 1.14

## CITY OF COLOGNE

02/11/26 1:06 PM

Page 5

**\*Check Detail Register©**

Batch:

020226XCEL,020326MNNatRes,021726CR,020426MVEC,020426TechStar,020426NUVERA,020426HealthPartners,020426GopherOne,  
020426VISACity,020426ECM,020426MES,020426EMTI,020526XCEL,020526CentPoint,020526PSNINV,020926XCEL,022626PremWate  
r,021126Cintas,021126Republic,021126PerMar,021126PitneyBowes,021126CircleK,021126CarCo

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$654.67		
<b>29726</b>	02/17/26	<b>VOS CONSTRUCTION, INC.</b>			
E 101-45100-223		Building Repair Supplies	\$350.00	26005	Lift Rental for basektball hoops & lighting
Total			\$350.00		
<b>29727</b>	02/17/26	<b>Robert Wilkens</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 01.31.26
Total			\$100.00		
<b>29728</b>	02/17/26	<b>WM MUELLER &amp; SONS, INC.</b>			
E 101-43100-210		Operating Supplies (GEN	\$40.28	320760	3/8" chips
Total			\$40.28		
<b>10100</b>			\$48,122.29		

## Fund Summary

**10100 Checking**

101 GENERAL FUND	\$33,837.13
601 WATER FUND	\$6,985.20
602 SEWER FUND	\$7,299.96
	\$48,122.29

Clerk Treasurer

Date

**City of Cologne Payroll**  
**10-Feb-26**

Employee	\$	12,055.96	February 10, 2026 Payroll
IRS	\$	4,398.99	February 10, 2026 Payroll
MN Department of Revenue	\$	772.61	February 10, 2026 Payroll
PERA	\$	2,538.76	February 10, 2026 Payroll
Deferred Compensation	\$	4,288.94	February 10, 2026 Payroll
Health Savings Account	\$	1,775.02	February 10, 2026 Payroll
<b>Total</b>	\$	25,830.28	



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <u>Cologne Fire &amp; Relief Assn</u>		Date of organization <u>1949</u>	Tax exempt number <u>8021357</u>
Organization Address (No PO Boxes) <u>110 Louis St W</u>	City <u>Cologne</u>	State <u>MN</u>	Zip Code <u>55322</u>
Name of person making application <u>Mike Swanson</u>		Business phone <u>952-466-2586</u>	Home phone <u></u>
Date(s) of event <u>4/25/2026</u>	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <u>Andrew Martinek</u>	City <u>Cologne</u>	State <u>MN</u>	Zip Code <u>55322</u>
Organization officer's name <u></u>	City <u></u>	State <u>MN</u>	Zip Code <u></u>
Organization officer's name <u></u>	City <u></u>	State <u>MN</u>	Zip Code <u></u>

Location where permit will be used. If an outdoor area, describe.

110 Louis St Cologne Fire & Rescue Station

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

n/a

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

Mn Joint Underwriters

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of Cologne  
City or County approving the license  
55<sup>00</sup>  
Fee Amount

Event in conjunction with a community festival ☐ Yes ☒ No  
2600

Current population of city

Michelle Morrison  
Please Print Name of City Clerk or County Official

2-17-2026  
Date Approved  
4-25-2026  
Permit Date  
Michelle.m@cologne.mn.com  
City or County E-mail Address

Michelle Morrison  
Signature City Clerk or County Official

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event**

**No Temp Applications faxed or mailed. Only emailed.**

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**

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## MEMORANDUM

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**TO:** Mayor Lein and Councilmembers  
**FROM:** Michelle Morrison, City Administrator  
**SUBJECT:** HEAT PUMP REPLACEMENT IN COMMUNITY CENTER  
**DATE:** 2/10/2026

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I had updated you at the last council meeting that the individual heat pump that serves the fitness center needs to be replaced. There are 6 heat pumps in the Community Center and all are original to the building from 2006. The quote from Gilbert Mechanical that follows came in at \$18,721.

Over the holidays, there were issues with the heat pump that serves the community room – repairs for that were \$9,000. I feel that all 6 of the heat pumps which are now 20 years old will need to be replaced in the near future at an estimated expense of \$115,000.

That said, I feel like this is an expense that should be paid for out of the new city capital improvement fund – I am also spreading the replacement cost for the other 5 units on the capital improvement fund spreadsheet over the next five years. The Capital Improvement Spreadsheet also follows this memo. Going forward, as units require expensive repairs, I would look to replace them using the funds in the Capital Improvement Fund - instead of repairs.

**RECOMMENDATION:** Ask for approval of replacing the fitness center heat pump at cost of \$18,721 from the City Capital Improvement Account.





A **LEGENCE** Company

Gilbert Mechanical Contractors, LLC.  
Gilbert Electrical Technologies  
5251 West 74<sup>th</sup> Street  
Edina, MN 55439  
Phone: (952) 835-3810  
Fax: (952) 835-4765

**HVAC • Plumbing • Electrical • Controls • Fire Protection • Service**

<b>Company:</b>	City of Cologne	<b>Date:</b>	2/6/2026
<b>Street:</b>	1211 Village Pkwy.	<b>Project:</b>	6-ton HP Replacement
<b>City/State:</b>	Cologne, MN		
<b>ATTN:</b>	Michelle Morrison	<b>Pages</b>	2

**Proposal**

Gilbert Mechanical Contractors will provide the necessary labor and materials to complete the following at 1211 Village Parkway in Cologne, MN:

**6-ton HP Serving Fitness Room :**

Replace the 6 – ton FHP geothermal heat pump with a new 6 – ton Daikin geothermal heat pump.

Work specifically includes:

- Provide & install new 6 – ton heat pump.
- Refrigerant recovery.
- Removal & disposal of old parts & equipment.
- Duct connections.
  - Disconnect & reconnect existing supply air ductwork.
  - Fabricate & install new supply air duct connection, as necessary.
  - Fabricate new filter rack to fit 4” filters.
- Dual temperature water pipe connections.
  - Disconnect & reconnect existing dual temperature water piping.
  - Provide & install new vibration hoses.
- Condensate pipe connections.
  - Disconnect & reconnect existing condensate piping.
  - Provide & install condensate piping to new unit’s connection, as necessary.
- Power wire connections.
  - Disconnect & reconnect existing power wiring & electrical disconnect.
- Control wire connections.
  - Disconnect & reconnect existing control wiring.
  - Wire control valve through compressor control.
- Labor, materials, & taxes.
- Insulation of new and disturbed ducting to match existing.
- Mechanical permits through the city.
- Check / test / start and a 1-year labor and material warranty.
- Material lift.

**Amount: \$18,721.00**

**Note:** Proposed equipment is currently a 1-2 week lead time.

**General Note:** Due to the current volatility in material & equipment costs. Gilbert Mechanical reserves the right to adjust the material & equipment cost of this project up (or down) in direct proportion to the escalation (de-escalation) of the material & equipment costs at the time of installation. Back-up data will be provided if necessary to support any changes in cost. Beyond the volatility of material, this project has been priced based on labor costs through May 1<sup>st</sup>, 2026.



**Exclusions:**

Work to be performed during normal working hours (Unless specified otherwise).  
We have assumed that the existing isolation valves will hold (Which is nearly always the case).  
Air balancing.  
Return air smoke detector (Plenum return).  
We will re-use existing control valve (was still operating normally).  
Re-use discharge air temperature sensor.

Payment Terms: Project will be invoiced monthly as work progresses. Invoice terms are net 30 days.

**Proposed By:**

Gilbert Mechanical Contractors, LLC.



Date: 2/6/2026

Thomas Fallon  
HVAC Project Manager

**Accepted By:**

\_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

<b>City of Cologne, MN</b>							
<b>Capital Improvement Plan -</b>							
	<b><u>2026</u></b>	<b><u>2027</u></b>	<b><u>2028</u></b>	<b><u>2029</u></b>	<b><u>2030</u></b>	<b><u>2031</u></b>	<b><u>2032</u></b>
Beginning of Year Fund Balance G101-24900	\$ 1,350,184	\$ 1,050,184	\$ 950,184	\$ 950,184	\$ 737,184	\$ 697,184	\$ 729,184
Annual City Contribution	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
	\$ 1,430,184	\$ 1,130,184	\$ 1,030,184	\$ 1,030,184	\$ 817,184	\$ 777,184	\$ 809,184
<b><u>Equipment/Vehicles</u></b>							
99 Cat Loader	\$ 260,000						
Trailer (Farm-Rite Equipment)		\$ 25,000					
Meadow Park Playground Equipment					\$ 100,000		
2014 Jacobsen Mower	\$ 100,000						
98 GMC Street Sweeper							
2015 Kubota X1100 CWLH							
2017 Bobcat		\$ 65,000					
2008 Snow Plow Truck				\$ 273,000			
2024 Chevy 1 ton pickup - white (DK)							
2023 Chevy 1/2 Ton (ME)							
2017 1 ton Plow Truck		\$ 70,000					
2018 3/4 Ton BV			\$ 60,000				
6 6-ton Geothermal heat pumps for community center	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	
Civil Defense Siren							30,000
<b>Total City Equipment/Vehicle:</b>	<b>\$ 380,000</b>	<b>\$ 180,000</b>	<b>\$ 80,000</b>	<b>\$ 293,000</b>	<b>\$ 120,000</b>	<b>\$ 48,000</b>	<b>\$ 30,000</b>
Projected EOY Fund Balance	\$ 1,050,184	\$ 950,184	\$ 950,184	\$ 737,184	\$ 697,184	\$ 729,184	\$ 779,184
Z:\Shared\City Office Shared\City Clerk\BUDGET\Fund 103 City Capital Improvement\[Capital Improvement Plan Worksheet for fund set up.xlsx]City Capital Improvement Func							

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## MEMORANDUM

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**TO:** Mayor Lein and Councilmembers  
**FROM:** Michelle Morrison, City Administrator  
**SUBJECT:** PHOSPHORUS MONITORING SYSTEM QUOTE  
**DATE:** 2/12/2026

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We discussed some of the issues/benefits of purchasing and installing a Phosphorus Monitoring System at our last meeting. Jake has received a formal quote from Hach which follows this memo. There are additional costs involved outside the purchase from Hach - below is a summary from Bolton & Menk of the costs, and 3 options:

- System equipment: \$49,170.54 with shipping
- System Enclosure: Between \$20,000-\$30,000 (they recommend we not do this and just use the ice house idea given the cost, but that has risks as they have never done that type of installation before with this equipment)
- System installation: not covered by Hach as you need a licensed electrician. I would assume \$10,000 to cover both installation and enclosure items we made need **IF** we go with the ice house idea. This is most likely high but I want to be conservative and this will also serve as contingency in case we run into issues given the difficult installation
- Service Fees for first year: \$7,458
- Service Fees for additional year: \$8,574
- Service fees for year 3+: subject to market price
- They also presented a remote sensor/management software for \$4,129 so operators could monitor from mobile devices. Unless the City sees otherwise I do not believe this is necessary, but this is also cheap for a remote monitoring option.

Therefore, I would present to the City 3 options:

1. ***Purchase the system with 1 year of service, but perform the installation and enclosure separately. No remote sensing, with a homemade enclosure I want someone checking on it regularly.***
  - a. Has risks as we may need to get creative with the installation, as they are usually done inside a building. We think we have a plan, but I never say for sure until I see it on the wall
  - b. **Total Cost: \$66,628.54 (\$10K in contingency/enclosure/installation costs)**
2. ***Purchase the system with the Hach provided enclosure and 2 years of service with remote sensing***
  - a. This is the “cover all bases” option. We don’t have to worry about issues with getting the ice house enclosure to work, and Mark/the team will have both remote and Hach techs for support for 2 years (which hopefully gets us closer to the WWTP upgrades)
  - b. **Total Cost: \$~100,000 (assumes \$1,000 to get an electrician for install)**
3. ***Do not purchase the equipment, and hope Mark and the team can keep the phosphorus below the limit***
  - a. **Total Cost: \$0**

RECOMMENDATION: I’d like to discuss the available options with Council and get direction on next steps. Now that we understand the cost components and the relatively short lead time to purchase and install additional ERU capacity (approximately 4–6 weeks), my recommendation is to wait. We currently have sufficient ERUs to meet the residential requirements for all approved plats. If a developer does pursue expansion into Cologne, we know this purchase would help us meet any additional ERU demand.



# Memo

**To:** Mayor Lein and Council Members

**From:** Michelle Morrison – City Administrator

**Date:** February 12, 2026

**Re:** Administrator Update

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

- The two new funds (City Capital Improvement and Fire Equipment Reserve) have been set up in our accounting software – I have also established two separate accounts at Security Bank and moved the fund balance dollars into each account. The accounts are special government accounts that are providing interest at a current rate of 3.8% which is better than the 3.6% we are getting on our 4M Government Fund or the 2.2% we were getting on our regular savings at Security. The City Capital Improvement Fund has a starting balance of \$1,350,184 and the Fire Equipment Reserve has a starting Balance of \$396,520 of which \$308,793 is the City portion and the balance of \$87,727 is held for the townships.
- Have set up a meeting with Cindy Nash and Paul Modeen – current owner of the now vacant lot at 111 John to discuss development options on the property
- Abdo Audit Team in City Offices week of February 17



**City of Cologne**  
**January 2026**



**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 01/01/2026 To: 01/31/2026**

## **Cologne City**

### **Patrol**

#### **A Offense**

Assault	1
Extortion/Blackmail	1

<b>Total A Offense:</b>	<b>2</b>
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#### **Non Criminal**

Misc Non-criminal	2
Alarm	1
Abuse/Neglect (Info Only)	2
Medical Calls Received	6
Assist Other Agency	1
Fire Calls Reveived	2
Mental Health	1
Snowmobile	1
Disturbance (Info Only)	3
Child Custody Dispute	1

<b>Total Non Criminal:</b>	<b>20</b>
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#### **Traffic**

Traffic - Misc	2
Traffic Stop	34
Pd Accident	1

<b>Total Traffic:</b>	<b>37</b>
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**Total Patrol: 59**

### **Administrative**

#### **Administrative**

GunPermit-Acquire	1
GunPermit-CarryNew	5
GunPermit-CarryRenew	3
ATF	2

<b>Total Administrative:</b>	<b>11</b>
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**Total Administrative: 11**

**Total Cologne City: 70**



**Carver County Sheriff's Office**  
**Arrest Summary**  
**For: Cologne City**  
**From: 01/01/2026 To: 01/31/2026**

**Cologne City**

13B - Simple Assault

Totals for Cologne City

Total Charges

Total Arrestees

Total Incidents

1

1

1

1

1

1





# **Carver County Sheriff's Office**

## **Traffic Citation Summary**

**From: 01/01/2026 To: 01/31/2026**

### **Cologne City**

DAS, DAR, DAC:	1
Expired Tabs:	2
No Proof Of Insurance:	1
Speed:	1
Stop Sign:	3
Total Cologne City:	8



**Carver County Sheriff's Office**  
**Verbal Warnings**  
**From: 01/01/2026 to 01/31/2026**

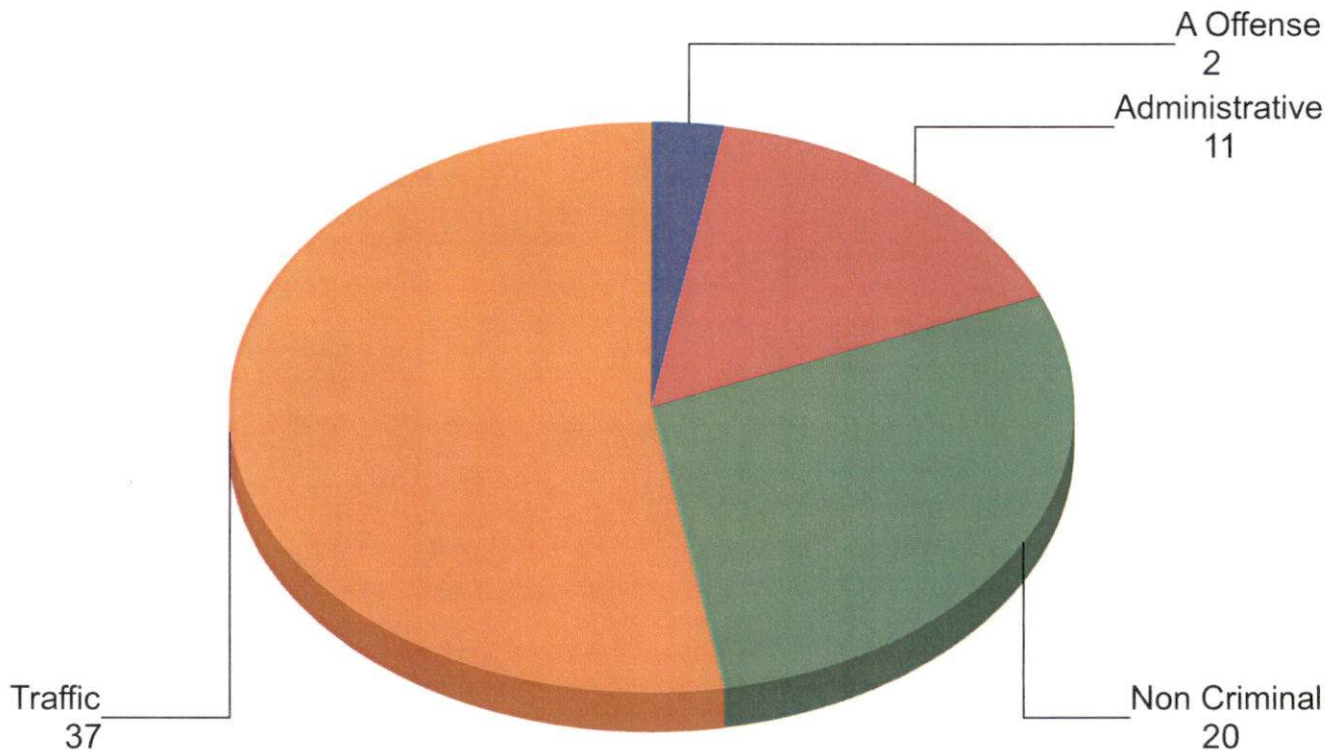
**Cologne City**

Snowmobile:	1
Traffic Stop:	26
Grand Total Verbal Warnings:	27



**Carver County Sheriff's Office**  
**Monthly Calls for Service**  
**From: 01/01/2026 To: 01/31/2026**

**Cologne City**



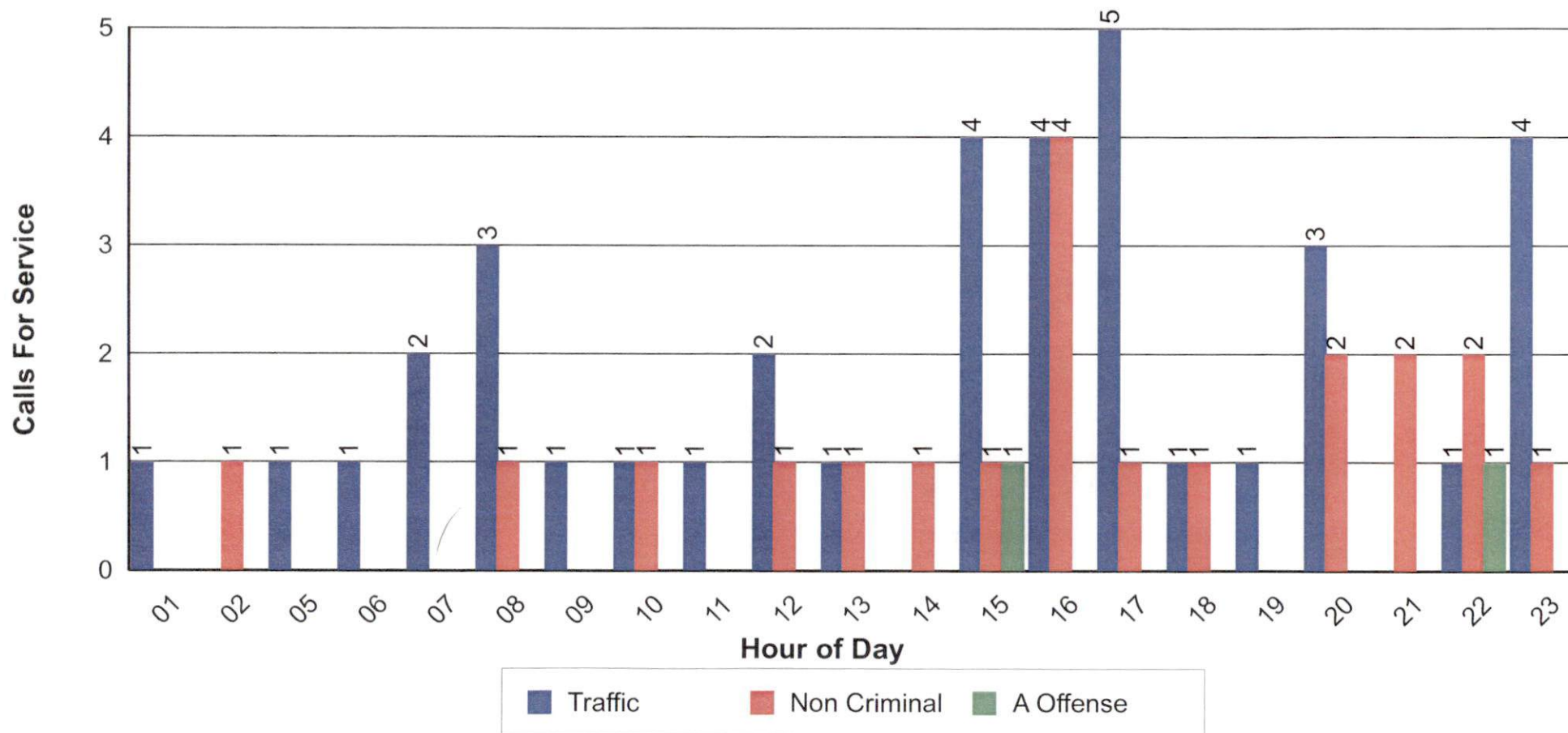
Total A Offense:	2
Total Non Criminal:	20
Total Traffic:	37
Total Administrative:	11

**Total Cologne City: 70**



Carver County Sheriff's Office  
Hour of Day Analysis of Calls for Service  
Patrol Activity  
From: 01/01/2026 To: 01/31/2026

## Cologne City

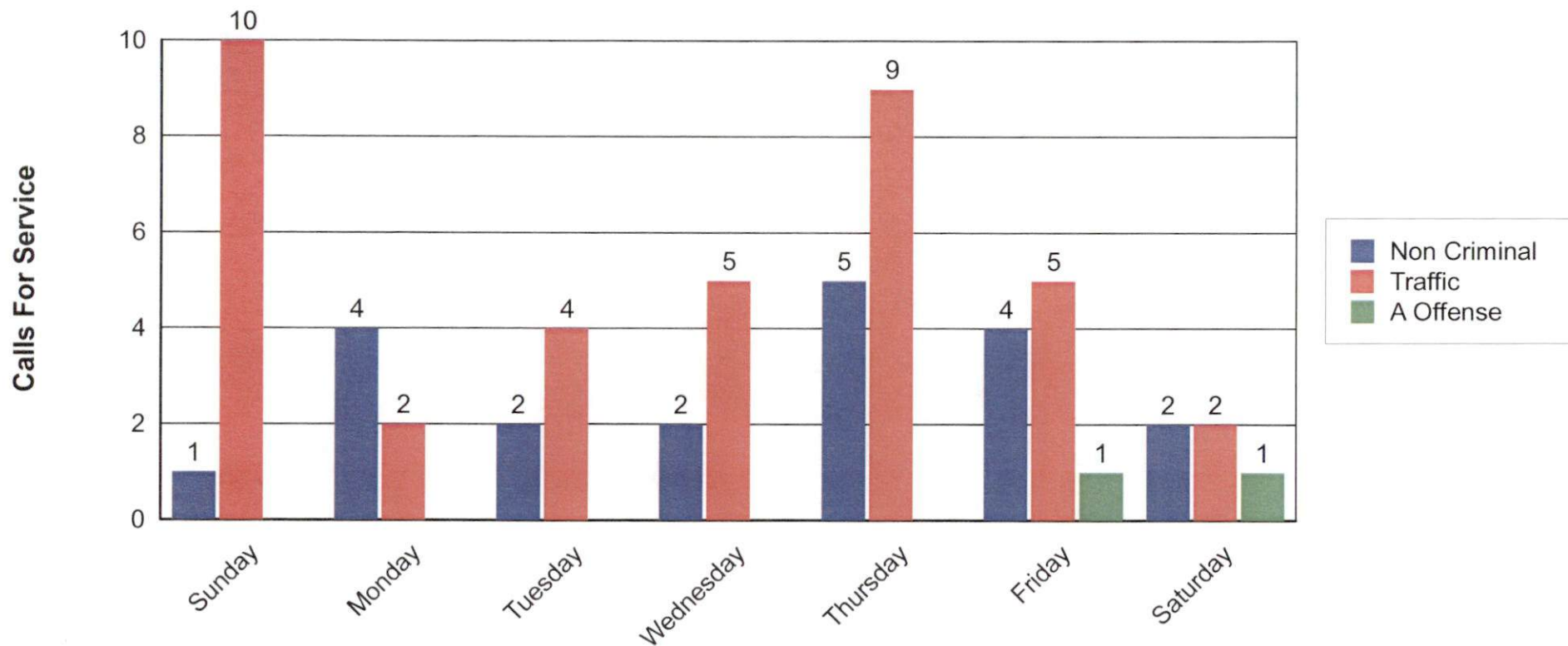


Total Cologne City: 59



**Carver County Sheriff's Office**  
**Day of Week Analysis of Calls for Service**  
**Patrol Activity**  
**From: 01/01/2026 To: 01/31/2026**

**Cologne City**



**Total Cologne City: 59**





**Carver County Sheriff's Office**  
**CSO Calls For Service**  
**From: 01/01/2026 To: 01/31/2026**  
**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>202600000620</b>						
<b>741CS</b>						
202600000620	DISP	Pd Accident	01/08/2026 8:35:36AM	01/08/2026 8:36:00AM	0.40	0.40
202600000620	Enroute	Pd Accident	01/08/2026 8:36:00AM	01/08/2026 8:39:32AM	3.53	3.93
202600000620	Scene	Pd Accident	01/08/2026 8:39:32AM	01/08/2026 8:46:52AM	7.33	11.27
202600000620	Available	Pd Accident	01/08/2026 8:46:52AM	01/08/2026 8:46:52AM	0.00	11.27
<b>202600000622</b>						
<b>741CS</b>						
202600000622	Scene	Traffic - Misc	01/08/2026 8:49:09AM	01/08/2026 9:07:19AM	18.17	29.43
202600000622	Available	Traffic - Misc	01/08/2026 9:07:19AM	01/08/2026 9:07:19AM	0.00	29.43

**Total Minutes: 29.43**