



City Council Meeting Agenda

*Tuesday, February 17, 2026 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. 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 nd	Monday	City Council Meeting
March 4 th	Wednesday	Planning Commission Meeting
March 16 th	Monday	City Council Meeting



City Council Meeting Minutes

*Monday, February 2, 2026 7:00 PM
Cologne Community Center, 1211 Village Parkway*

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 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 17th 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 Lona 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:

Michelle Morrison

Attest:

Matt Lein

CITY OF COLOGNE

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*Check Summary Register©

Batch:

020226XCEL,020326MNNatRes,021726CR,020426MVEC,020426TechStar,020426NUVERA,020426HealthPartners,020426GopherOne,020426VISACIt
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ic,021126PerMar,021126PitneyBowes,021126CircleK,021126CarCo

	Name	Check Date	Check Amt
10100 Checking			
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 basketball 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
Total Checks		\$48,122.29	

CITY OF COLOGNE

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***Check Summary Register©**

Batch:

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ic,021126PerMar,021126PitneyBowes,021126CircleK,021126CarCo

Name	Check Date	Check Amt
<u>10100 Checking</u>		
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

FILTER: (([Act Year]='2026' and [period] in (2))) and (Source in ('020226XCEL','020326MNNatRes','021726CR','020426MVEC','020426TechStar','020426NUVERA','020426HealthPartners','020426GopherOne','020426VISACIt','020426ECM','020426MES','020426EMTI','020526XCEL','020526CentPoint','020526PSNINV','020926XCEL','022626PremWater','021126Cintas','021126Republic','021126PerMar','021126PitneyBowes','021126CircleK','021126CarCo'))

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Batch:

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Checking					
3184 e	02/02/26	XCEL ENERGY			
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		
3185 e	02/03/26	MINNESOTA DEPART OF NATURAL RE			
E 601-49400-312		Contractual Services	\$492.51		DNR Water Use public water supply charge
		Total	\$492.51		
3186 e	02/04/26	MN VALLEY ELECTRIC COOPERATIVE			
E 101-43160-381		Electric Utilities	\$285.80		Street Light Account
		Total	\$285.80		
3187 e	02/04/26	TECHSTAR IT SOLUTIONS INC			
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		
3188 e	02/04/26	NUVERA COMMUNICATIONS INC			
E 101-45100-433		Dues and Subscriptions	\$36.93		Fitness Center Cable TV
		Total	\$36.93		
3189 e	02/04/26	HEALTH PARTNERS			
G 101-21706		Health/Dental Ins	\$2,032.72		Employee Medical and Dental Insurance - March 2026
		Total	\$2,032.72		
3190 e	02/04/26	GOPHER STATE ONE-CALL (INC)			
E 101-43100-310		Other Professional Servic	\$68.90	6010308	Locates January 2026 & Operating Fee
		Total	\$68.90		
3191 e	02/04/26	SECURITY BANK			
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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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	
3192 e	02/04/26	ECM PUBLISHERS, INC.			
		E 101-41400-350	Print/Publications (GENE	\$91.38	1084292 2026 Budget Summary
			Total	\$91.38	
3193 e	02/04/26	MES, INC.			
		E 101-42230-210	Operating Supplies (GEN	\$325.16	2410827 Custom Belleville boots
			Total	\$325.16	
3194 e	02/04/26	CROWN COLLEGE			
		E 101-42220-208	Training and Instruction	\$650.00	92 EMR COURSE: Daniel Rademacher
			Total	\$650.00	
3202 e	02/05/26	XCEL ENERGY			
		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	
3203 e	02/05/26	CENTERPOINT			
		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	
3204 e	02/05/26	PAYMENT SERVICE NETWORK			
		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	
3205 e	02/06/26	PREMIUM WATERS, INC.			
		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	
3206 e	02/09/26	XCEL ENERGY			
		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	
3207 e	02/11/26	CINTAS CORPORATION			

CITY OF COLOGNE

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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		
3208 e	02/11/26	REPUBLIC SERVICES			
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		
3209 e	02/11/26	PER MAR SECURITY SERVICES			
E 101-45100-312		Contractual Services	\$135.96	3786688	Quarterly Security Services
		Total	\$135.96		
3210 e	02/11/26	PITNEY BOWES			
E 101-41400-312		Contractual Services	\$189.24		Monthly Lease Fee - Q1
		Total	\$189.24		
3211 e	02/11/26	CIRCLE K			
E 101-43100-212		Motor Fuels	\$526.03		PW Fuel
		Total	\$526.03		
3212 e	02/11/26	CAR-CO INC			
E 101-43100-404		Repairs/Maint Machinery/	\$62.22	786113	GM/Chrysler HD Air Filter
		Total	\$62.22		
29709	02/17/26	BOLTON & MENK, INC			
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		
29710	02/17/26	BOUNDTREE MEDICAL, LLC			
E 101-42230-210		Operating Supplies (GEN	\$858.37	86064306	Medical Supplies; Bandages, cold packs, lithium batteries
		Total	\$858.37		
29711	02/17/26	Betsy Brueggemeier			
G 101-22000		Deposits	\$80.00		Damage Deposit Refund; Event 2.1.26
		Total	\$80.00		
29712	02/17/26	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	\$90.00		Fiber Optic Connection
		Total	\$250.00		
29713	02/17/26	Jennifer Chamberlin			

CITY OF COLOGNE

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 1.31.26
		Total	\$100.00		
29714	02/17/26	COLLABORATIVE PLANNING, LLC			
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		
29715	02/17/26	EMERGENCY TECHNICAL DECON			
E 101-42230-312		Contractual Services	\$762.00		Turnout gear
		Total	\$762.00		
29716	02/17/26	FORCE AMERICA DISTRIBUTING, LL			
E 101-43100-404		Repairs/Maint Machinery/	\$616.60	2131549	Air & Road Temp Sensor
		Total	\$616.60		
29717	02/17/26	GRAPHIC PRINT PROMO & DESIGN LLC			
E 101-46200-350		Print/Publications (GENE	\$1,829.45	9031	Quarter 1 Newsletter
		Total	\$1,829.45		
29718	02/17/26	H&B SPECIALIZED PRODUCTS, INC			
E 101-45100-220		Repair/Maint Supply (GEN	\$2,763.75	35603	Basketball Hoop repair and maintenance
		Total	\$2,763.75		
29719	02/17/26	Hayley Hahn			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 02.01.26
		Total	\$100.00		
29720	02/17/26	Emilee Hecksel			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 1.31.26
		Total	\$100.00		
29721	02/17/26	METRO WEST INSPECTION SERVICES			
E 101-42400-310		Other Professional Servic	\$973.87	4896	Permits Finaled January 2026
		Total	\$973.87		
29722	02/17/26	Jonathan Meyers			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 2.7.26
		Total	\$100.00		
29723	02/17/26	MINNESOTA RURAL WATER ASSOC			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 02.03.26
		Total	\$100.00		
29724	02/17/26	MTI DISTRIBUTING, INIC			
E 101-42280-500		Capital Outlay (GENERAL	\$8,699.22	1506148	Outfitting side by side
		Total	\$8,699.22		
29725	02/17/26	UTILITY CONSULTANT, INC			
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	
29726	02/17/26	VOS CONSTRUCTION, INC.			
E 101-45100-223		Building Repair Supplies	\$350.00	26005	Lift Rental for basketball hoops & lighting
		Total	\$350.00		
29727	02/17/26	Robert Wilkens			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 01.31.26
		Total	\$100.00		
29728	02/17/26	WM MUELLER & SONS, INC.			
E 101-43100-210		Operating Supplies (GEN)	\$40.28	320760	3/8" chips
		Total	\$40.28		
		10100	\$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
Total	\$ 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	Date of organization		Tax exempt number
Cologne Fire & Relief Assn	1949		8021357
Organization Address (No PO Boxes)	City	State	Zip Code
110 Louis St W	Cologne	MN	55322
Name of person making application	Business phone	Home phone	
Mick Swanson	952-466-2586		
Date(s) of event	Type of organization	Microdistillery Small Brewer	
4/25/2026	<input type="checkbox"/> Club	<input type="checkbox"/> Charitable	<input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit
Organization officer's name	City	State	Zip Code
Andrew Martinek	Cologne	MN	55322
Organization officer's name	City	State	Zip Code
		MN	
Organization officer's name	City	State	Zip Code
		MN	

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
55⁰⁰

2-17-2026

Date Approved

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

4-25-2026

Permit Date

Michelle.m@cologne.mn.com

City or County E-mail Address

Signature City Clerk or County Official

Michelle.m.morrison

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**

MEMORANDUM

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

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.



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

HVAC • Plumbing • Electrical • Controls • Fire Protection • Service			
Company:	City of Cologne	Date:	2/6/2026
Street:	1211 Village Pkwy.	Project:	6-ton HP Replacement
City/State:	Cologne, MN		
ATTN:	Michelle Morrison	Pages	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 1st, 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.

Accepted By:

Date: 2/6/2026

Date: _____

Thomas Fallon

HVAC Project Manager

Print Name: _____

City of Cologne, MN								
Capital Improvement Plan -								
	2026	2027	2028	2029	2030	2031	2032	
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	
Equipment/Vehicles								
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	\$ 20,000	
Civil Defense Siren								30,000
Total City Equipment/Vehicle:	\$ 380,000	\$ 180,000	\$ 80,000	\$ 293,000	\$ 120,000	\$ 48,000	\$ 30,000	
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

MEMORANDUM

TO: Mayor Lein and Councilmembers

FROM: Michelle Morrison, City Administrator

SUBJECT: PHOSPHORUS MONITORING SYSTEM QUOTE

DATE: 2/12/2026

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

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
Total A Offense:	2

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

Total Non Criminal:	20
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Traffic

Traffic - Misc	2
Traffic Stop	34
Pd Accident	1
Total Traffic:	37

Total Patrol: 59

Administrative

Administrative

GunPermit-Acquire	1
GunPermit-CarryNew	5
GunPermit-CarryRenew	3
ATF	2
Total Administrative:	11

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
13B - Simple Assault	1	1	1
Totals for Cologne City	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**

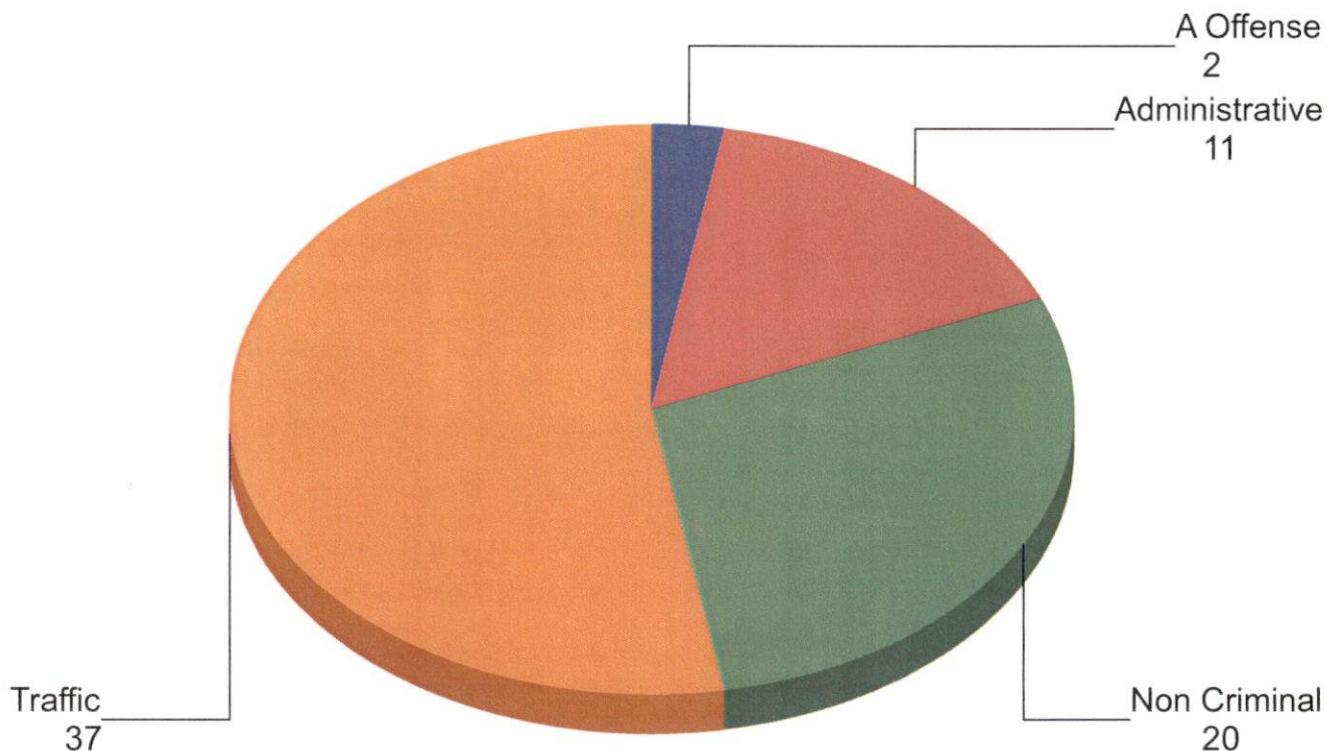
Cologne City

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



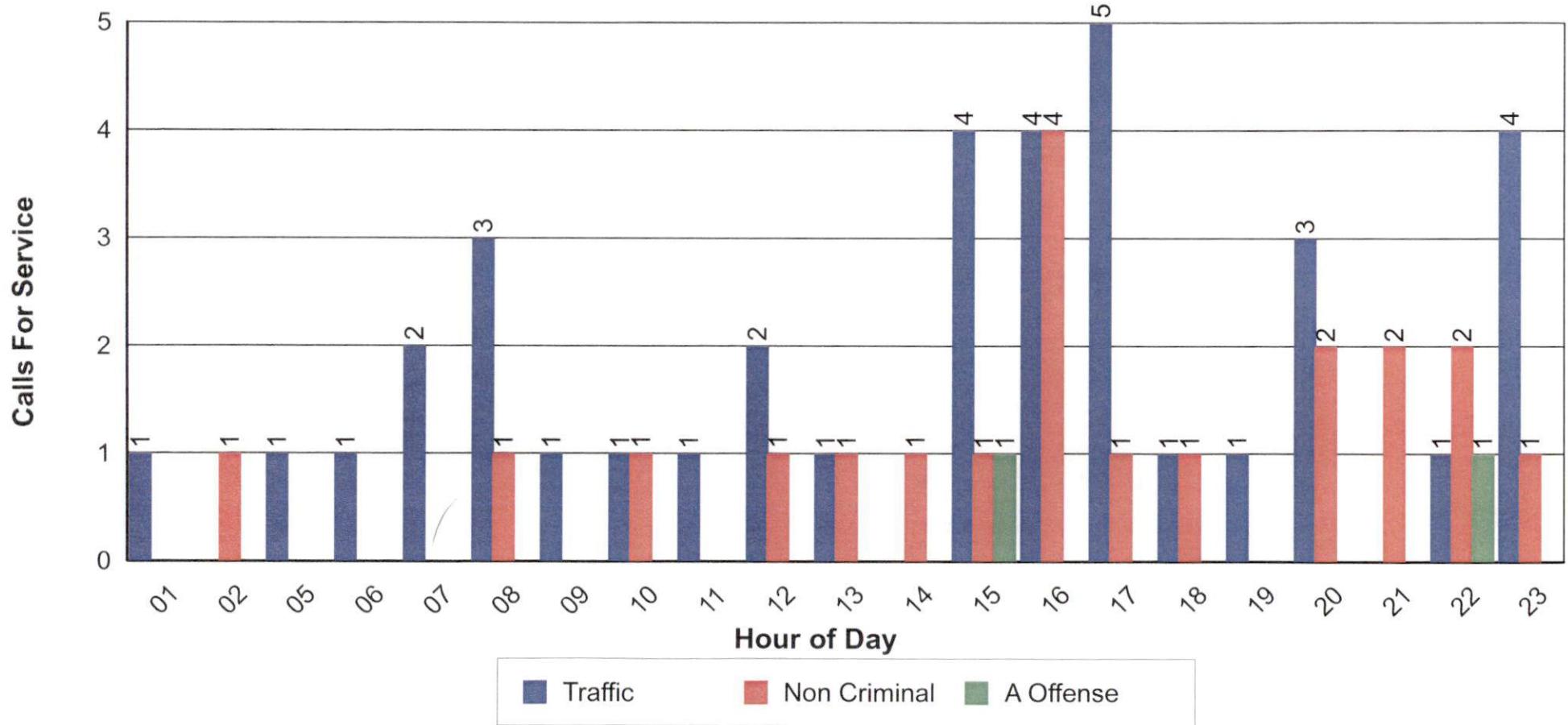
Total A Offense:	2
Total Non Criminal:	20
Total Traffic:	37
Total Administrative:	11

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

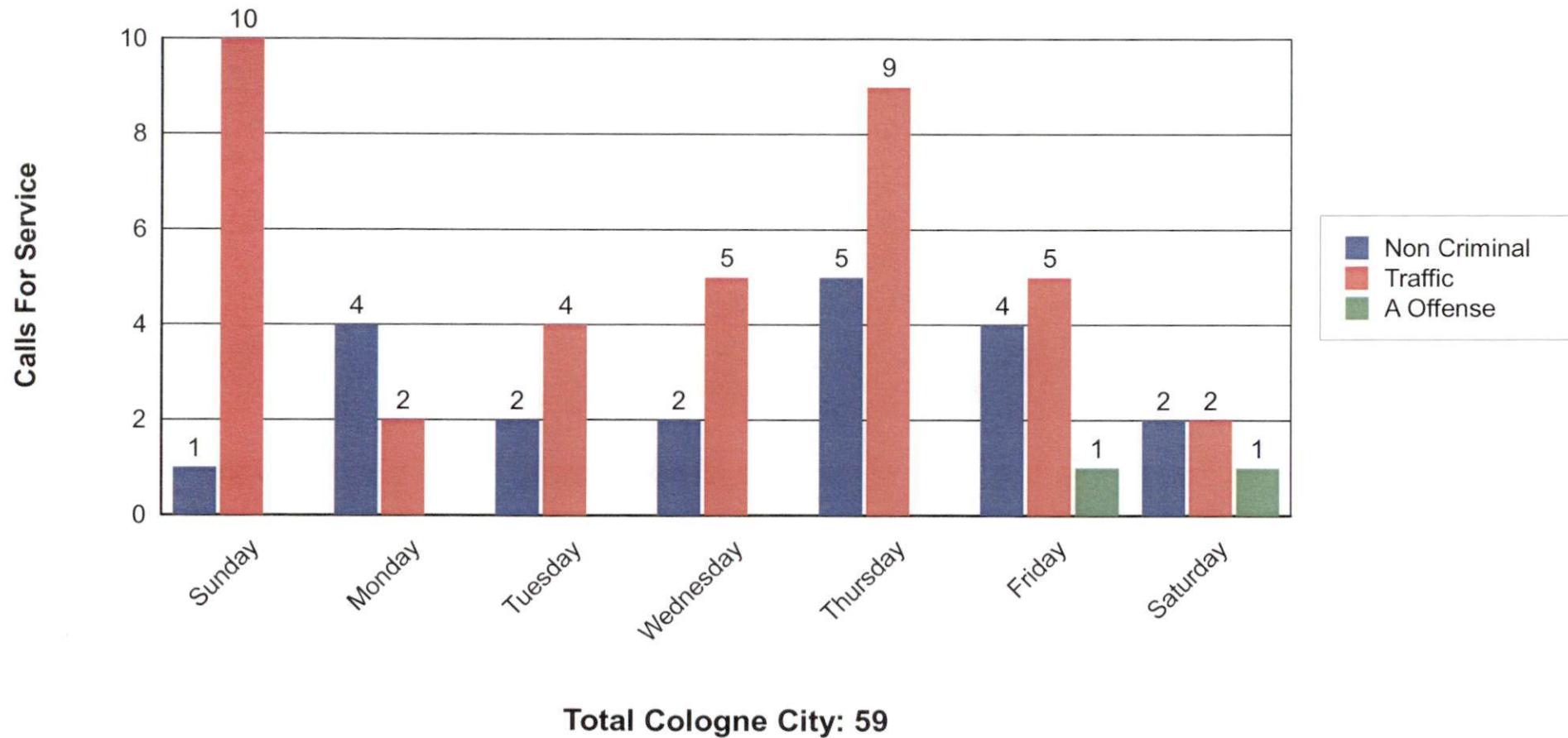


Total Cologne City: 59



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





**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>
202600000620						
		741CS				
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
202600000622						
		741CS				
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