

City of Cologne
February 1, 2016

Pursuant to due call and notice thereof, a regularly scheduled council meeting was held on Monday, February 1, 2016 at the Cologne Community Center. Mayor Scott Williams called the meeting to order at 7:00 p.m. Councilmembers Jeff McInnis, Don Meyer, Kyle Evenski and Carol Szaroletta were present. City Administrator Jesse Dickson, and City Clerk Sue Mueller, were present.

ADOPT AGENDA

Motion by Meyer, seconded by McInnis to approve the agenda. Motion passed unanimously.

ADOPT CONSENT AGENDA

- a) January 19, 2016 Council Meeting Minutes
- b) January 27, 2016-February 1, 2016 Expenditures
- c) January 26, 2016 Payroll

Motion by McInnis seconded by Meyer adopt the consent agenda. Motion passed unanimously.

VISITORS PRESENTATIONS, PETITION AND CORRESPONDENCE

COUNCIL BUSINESS

a) **People Service Proposal**

Chris Gutschow, Director of Business Development and Greg Steins, Central Minnesota Regional Manager of People Service Inc. present a proposal for operation of the city wastewater treatment plan. Gutschow reported under the agreement the employee of People Service Inc. would be responsible for the management and operation of the wastewater treatment plant and if approved the water treatment plant to be built.

b) **MNDOT Construction Discussion**

Jesse Dickson, City Administrator updated the Council on MNDOT 212 and Hwy 41 and 36 modifications.

Councilmember Kyle Evenski stated he would like to see 212 with four lanes. Councilmember Don Meyer requested staff research on how many accidents occur at the intersections of Hwy 41 and 36.

c) **Liability Coverage-LMC**

Jesse Dickson, City Administrator request approval to waive the Liability Coverage from the League of MN Cities.

Motion by Meyer, seconded McInnis to waive the Liability Coverage from the League of Minnesota Cities. Motion passed unanimously.

d) Cologne Academy Escrow

Jesse Dickson reported the Cologne Academy is finishing the final stages of the construction at the school and is requesting refund of part of the escrow funds. Dickson explained there will be some minor landscaping and the inclusion of truncated domes on the PED ramps this spring.

Motion by Meyer, seconded Evenski to release \$543,296.62 of escrow funds to the Cologne Academy Building Corporation. Motion passed unanimously.

e) 4M Fund (Municipal Money Market Fund)

City Clerk Susan Mueller reported on the 4M Fund through the League of MN Cities. The city currently has \$2,000,000.00. in CD's held at a bank and after some research it was found the 4M Fund offers rates that are higher than what the current bank offers. Staff requested Resolution 16-04 Authorizing Membership in the 4M Fund.

Councilmember Don Meyer stated he would like to support the local banks and invest all of the funds locally. After some discussion Councilmembers Jeff McInnis, Kyle Evenski and Carol Szaroletta were in support of authorizing membership into the 4M Fund.

Motion by Evenski, seconded McInnis to approve Resolution 16-04 Authorizing Membership in the 4M Fund, aye-Evenski, McInnis, Szaroletta and Williams, nay-Meyer. Motion passed.

f) Planning Commission Chair Appointment

City Clerk Susan Mueller reported that Dave Reif has resigned the Chairperson position on the Planning Commission. Reif will continue to be a Planning Commission member if approved. Planning Commission members recommended Pete Mitchell be appointed as Chairperson.

Motion by Evenski, seconded Meyer to approve Pete Mitchell as Chairperson of the Planning Commission. Motion passed unanimously.

g) Rental Housing Inspection Update

City Clerk Susan Mueller reported the rental inspection renewal period expired on December 31, 2015. Eight rental properties either did not schedule an inspection and/or pay for the inspections. Staff requested direction on what to do with the non-compliant property owners.

Councilmembers requested City Administrator Jesse Dickson sent letter with a date of compliance and if not followed through possible fines will be imposed or revocation of the rental license.

h) Updated Employee Job Descriptions

City Administrator Jesse Dickson presented updated job descriptions for the office staff:

- City Clerk
- Utility Billing Clerk
- Administrative Assistant/Event Coordinator

Dickson recommended the Council approve the updated job descriptions.

Motion by Meyer, seconded Szaroletta to approve the updated office staffs job descriptions. Motion passed unanimously.

i) Springsted Inc. – Wage Analysis/Salary Step Proposal

City Administrator Jesse Dickson reported on possibly having Springsted Inc. conduct a wage analysis/salary step proposal. The analysis would address issues of pay equity, compensation and create a defined benefit structure.

BOARD REPORTS

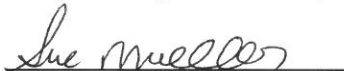
- a) **Open PW position update**
- b) **Next Council Meeting Tuesday, February 16**

ANNOUNCEMENTS


ADJOURN MEETING

Motion to adjourn by Szaroletta seconded by McInnis to adjourn the meeting. Motion passed unanimously.

Respectfully submitted,


Sue Mueller, City Clerk

ATTEST:


Don Meyer, Acting Mayor