

**City of Cologne  
March 21, 2016**

Pursuant to due call and notice thereof, a regularly scheduled council meeting was held on Monday, March 21, 2016 at the Cologne Community Center. Mayor Scott Williams called the meeting to order at 7:00 p.m. Councilmembers Jeff McInnis, Kyle Evenski and Carol Szaroletta were present. City Administrator Jesse Dickson, City Clerk Sue Mueller, Public Works employee Damon Klein and City Attorney Kelly Dohn were present.

**City Administrator Jesse Dickson requested an addition to the Agenda Betsy Pysick and Tanya Golka updated the events for the Glad Days Celebration.**

**ADOPT AGENDA**

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

**ADOPT CONSENT AGENDA**

- a) March 7, 2016 Council Meeting Minutes
- b) March 8, 2016 – March 21, 2016 Expenditures
- c) February 26-March 8, 2016 Payroll
- d) 2016 Sanitation Haulers License Renewals

***Motion by Meyer seconded by Szaroletta adopt the consent agenda. Motion passed unanimously.***

**VISITORS PRESENTATIONS, PETITION AND CORRESPONDENCE**

- **Glad Day's Celebration-Betsy Pysick, Tanya Golka**  
Betsy Pysick and Tanya Golka reported Glad Days celebration is scheduled for Thursday, Friday and Saturday July 28-30, 2016. Betsy Pysick reported it will be the 135<sup>th</sup> celebration. The theme will be a Farm Country theme. Betsy Pysick requested the city support the celebration by paying for the tent as what has been contributed in past years. Pysick reported last year Randy's Sanitation donated the port-a-poties If Randy's Sanitation chooses not donate them this year she is requesting the city pay for the port-a-poties.

***Motion by McInnis seconded by Evenski to approve the expenditures of port-a-poties and the tent for the Glad Days celebration. Motion passed unanimously.***

**COUNCIL BUSINESS**

- a) **Resolution No. 16-09 Approving 2016 Seasonal Work Force**  
City Administrator Jessie Dickson reported the public works staff is recommending Riley Miller for the seasonal worker for the summer at a rate of \$13.00/hr. Public Works employee Damon Klein reported Riley has worked summers since May of 2014 and has the knowledge of operating the equipment.

***Motion by McInnis to hire Riley Miller at \$13.00 per hour for the seasonal position, seconded Evenski. Motion passed unanimously.***

**b) Resolution No. 16-10 Approving Full Time Public Works Employee**

City Administrator Jessie Dickson reported former Public Works employee Brian Vos is the candidate the Personnel Committee recommends for the Public Utilities and Maintenance Supervisor position. Brian Vos reported he currently has his Class B water license and Class C wastewater license and would be able to test for the Class B wastewater license in six months. Administrator Dickson reported the contract with DWK Clean Water Services is through January 2017.

City Attorney Kelly Dohm explained the position advertised for Public Utilities and Maintenance Supervisor by state statute is the position, any changes to the position would require repeating the process of advertising and interviewing. Attorney Dohn explained there are state laws regulating the hiring process once a position is advertised.

City Administrator Jesse Dickson reviewed the conditional offer letter to Brian Vos.

- Starting wage of \$27.00/hour
- \$100.00/annual boot allowance
- Accrual of 10 hours/month of vacation
- 40 hours each of vacation and sick time upon commencement of employment
- \$50.00/month for cellphone reimbursement
- Regular benefits as provided in the Employee Reference Manual

Brian Vos thanked the Council for the opportunity to work for the City of Cologne and accepted the conditional offer letter. Brian Vos starting date will be April 18<sup>th</sup>, 2016.

***Motion by Meyer to approve Resolution No. 16-10 Approving Full Time Public Works Employee Brian Voss, seconded McInnis. Motion passed unanimously.***

**c) Resolution No. 16-11 Approving Public Works Capital Expenditures**

City Administrator Jesse Dickson reported the city budgeted for a new tractor, bucket and blade in 2016. The public works staff is recommending the following:

<b>Midwest Machinery Co.</b>	John Deer 1025R Tractor 60 D Mower	\$11,475.00 \$2,500.00	<b>TRADE IN</b> Ford CM274 Mower Ford 1700 Tractor	\$3,500.00 \$3,000.00	<b>TOTAL</b> <b>\$7,475.00</b>
<b>UFC</b>	6'6" V Blade for Kubota	\$3,697.00			<b>\$3697.00</b>

<b>Titan Machinery</b>	Snow Bucket and Blade	\$7,700.00			<b>\$7,700.00</b>
<b>Arnolds</b>	Kubota Safety Equipment	\$940.00			<b>\$940.00</b>

City Administrator Jesse Dickson reported the remaining balance in the capital outlay would be \$10,188.00.

***Motion by Evenski to approve Resolution No. 16-11 Public Works Capital Expenditures seconded Szaroletta. Motion passed unanimously.***

**d) Wastewater Project Priority list**

City Administrator Jesse Dickson reported the city approved a facility plan proposal from Bolton and Menk to get on a project priority list for the expansion or replacement of the wastewater treatment plant. Dickson reported the next step is to schedule a public hearing for the wastewater facility.

***Motion by Evenski, seconded by Meyer to schedule a Public Hearing for April 4<sup>th</sup>, 2016. Motion passed unanimously.***

**e) Wastewater Plant Testing Dock**

City Administrator Jesse Dickson and Public Works employee Damon Klein reported at the Wastewater Treatment Plant staff is required to take samples from one of the holding ponds. Staff is requesting a replacement dock for safety reasons. Staff received a quote from Storms Welding & Mfg. at a price of \$3,232.31.

***Motion by Meyer, seconded by Szaroletta to approve the purchase of a Wastewater Plant Testing Dock. Motion passed unanimously.***

## **BOARD REPORTS**

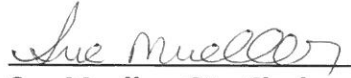
### **ANNOUNCEMENTS**

- City Administrator Jesse Dickson reported office staff was asking about Good Friday, March 25<sup>th</sup>, 2016 whether the office can be closed at noon and if employees are required to take vacation time or non-pay time off.
- Councilmember Jeff McInnis asked about what is happening with Sunshare Administrator Jesse Dickson reported nothing will be occurring until late summer/fall of 2016.
- Councilmember Jeff McInnis asked about the Splash Pad and a tentative completion date. Administrator Jesse Dickson reported he has a meeting scheduled for next week and should have an answer this week.

## **ADJOURN MEETING**

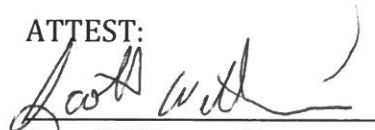
***Motion to adjourn by Szaroletta seconded by Evenski to adjourn the meeting. Motion passed unanimously.***

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Sue Mueller", written over a horizontal line.

Sue Mueller, City Clerk

ATTEST:

A handwritten signature in cursive script, appearing to read "Scott Williams", written over a horizontal line.

Scott Williams, Mayor