

**City of Cologne
March 6, 2017**

Pursuant to due call and notice thereof, a scheduled regularly council meeting was held on March 6, 2017 at the Cologne Community Center. Mayor Matt Lein opened the meeting at 7:00 PM. Councilmembers, Carol Szaroletta, Kyle Evenski, Sarah Bruss and Councilmember Don Meyer were present. City Administrator Jesse Dickson, City Clerk Sue Mueller and City Planner Dean Johnson, were present.

ADOPT AGENDA

Motion by Evenski seconded by Szaroletta to approve the agenda. Motion passed unanimously.

ADOPT CONSENT AGENDA

- a) February 21, 2017 Council Workshop Meeting Minutes
- b) February 21, 2017 Council Meeting Minutes
- c) March 6, 2017 Expenditures
- d) February 21, 2017-March 3, 2017 Payroll/Sales Tax
- e) Cologne Fire Dept. Relief Assoc. Temporary Liquor License April 29, 2017

Motion by Bruss seconded by Meyer to adopt the consent agenda. Motion passed unanimously.

VISITORS

- a. **Dean Johnson, City Planner, Haila Maze, Bolton & Menk-Comprehensive Plan Update**
City Planner Dean Johnson reported the city should have the Comprehensive Plan updates completed in the fall of 2017 and have the final by spring of 2018. Dean Johnson reported the forecasted growth for 2040 is half of what was projected in the 2030 Comprehensive Plan update.

City Planner Johnson reviewed the process of the 2030 Comprehensive Plan issues at that time were:

- Hans Hagen Development (Currently M/I Homes)
- Gold Nugget Development
- Sterling Field (Buesgen) Development
- Interchange project and housing development

City Planner Dean Johnson reported the best prospects for city growth would be if M/I Homes would take back land that Hans Hagen Homes turned back.

City Council Member Kyle Evenski requested information on how to have the community involved with the process of updating the residents on the 2040 Comprehensive Plan.

- Cologne Glad Days
- Digital Tools/Web-site/Facebook
- Newspaper

City Planner Johnson reported having Bolton & Menk being project managers will be beneficial for the city.

COUNCIL BUSINESS

a) 2017 Summer Help

City Administrator Jesse Dickson reported the Public Works department is requesting two full-time seasonal summer help for 2017 for mowing and general work. City Administrator Dickson reported the Public Works department reported last year having one full-time seasonal employee they were under staffed and are requesting two for this summer, due to additional duties.

Administrator Dickson provided job descriptions and an advertisement to be placed on the city web-site/shared on Facebook and in the local newspaper. Requirements for the Summer Help would be:

- Up to 40/hours a week
- Monday-Friday 7:00 am -3:30 pm
- Salary \$11.00/hr
- Valid Driver License with a good driving history
- Must be 18 years of age
- Start date would be the middle of May early June thru August.

Councilmember Kyle Evenski asked if the office would need additional staff. City Clerk Sue Mueller responded currently the office staff has been able to cover when one employee is gone the other two staff members cover, but with the wedding season beginning and employees taking vacations during the summer/fall it will be a wait and see, without the previous Event Coordinator and summer help to provide backup.

Councilmember Sarah Bruss asked if the two Seasonal Public Works members were included in the budget. City Administrator Jesse Dickson responded yes it was budgeted for.

b) Resolution No. 17-07 Advertise for 2017 Seasonal Public Works

Motion to Meyer, seconded by Szarolleta to approve Resolution No. 17-07 authorizing the Advertisement for 2017 Seasonal Public Works. Motion passed unanimously.

c) Carver County – Sales Tax Discussion (Reviewed)

City Administrator Jesse Dickson requested direction from the Council on either approving a Resolution in support of the sale tax increase in Carver County, sending a letter in support of it, or doing nothing.

Councilmembers Carol Szarolleta and Don Meyer supports the sales tax increase if they work on 212 coming out to Cologne. Mayor Matt Lein agreed that if 212 was on the top of the list proposed he would be in favor of it.

Councilmember Sarah Bruss responded she is in favor as long as it does not raise taxes.

No formal motion or agreement was approved. Tabled.

d) City Council Tablets

City Administrator Jesse Dickson reported on providing Council member with options for the purchase of tablets for Council members.

- Acer Chromebook R13 \$399.00
- Asus Chromebook Flip \$499.00
- Lenovo Flex 14 \$399.00

City Administrator Jesse Dickson reported city staff, along with Mayor Matt Lein listened to a presentation from Granicus regarding coordinating Agendas.

City Administrator Dickson reported this would change the process from sending out pdf versions of the packets each Friday to posting the packet on the City website and having everyone access it through the city web-site. The process would be through a drag and drop interface and giving moderator control to the packet compiler, it would become an expectation that any department head or City employee wishing to be on the agenda would submit their material and any memos through the software to be approved by the packet compiler. Minutes would still be done similarly as they are now through Granicus, but would have a smoother interface. The price for that software would be \$250/per month and generally is done on a three year contract basis. Administrator Dickson reported other options are available that would charge generally about \$150/per month.

Motion by Evenski, seconded by Bruss to approve purchasing of the Acer Chrombook R13 at a cost not to exceed \$399.00. Motion passed unanimously

BOARD REPORTS

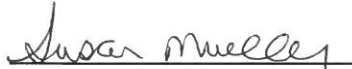
ITEMS REMOVED FROM THE CONSENT AGENDA

ANNOUNCEMENTS

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 "Susan Mueller", written over a horizontal line.

Susan Mueller, City Clerk

ATTEST:

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

Mayor Matt Lein