



December 4, 2017 /7:00

Attendees

- ☐ Matt Lein
- ☐ Don Meyer
- ☐ Kyle Evenski
- ☐ Carol Szaroletta
- ☐ Sue Mueller
- ☐ Sarah Bruss

Agenda

1. PLEDGE OF ALLEGIANCE

Mayor Matt Lein requested a change to the Agenda:

Council Business: Change item b. Louis Hall Rename request to a. and a. Cologne Fire Chief Charles Joos Retirement to b.

Motion by Bruss, seconded by Meyer to approve the change to the Agenda. Motion passed unanimously.

2. ADOPT AGENDA

Motion by Bruss, seconded by Meyer to adopt the Agenda. Motion passed unanimously.

3. ADOPT CONSENT AGENDA

- A. November 20, 2017 Minutes
- B. November 11, 2017 - November 24, 2017 Payroll
- C. December 4, 2017 - Check Summary Register
- D. Water Treatment Facility Pay Request #14

Motion by Meyer seconded by Szaroletta to approve the Consent Agenda. Motion passed unanimously.

VISITORS PRESENTATIONS, PETITIONS, CORRESPONDENCE

4. COUNCIL BUSINESS

a. Louis Hall Rename Request

Mayor Matt Lein reviewed the history of how Louis Hall was named. No record was found regarding any sentimental meaning behind Louis Hall. The name was changed to Louis Hall with a subtitle of Fire Station on June 4, 2007.

Chief Charles Joos and members of the Cologne Fire and Rescue Department are requesting the name be changed to Cologne Fire & Rescue Station.

Motion by Meyer seconded by Szaroletta to approve. Motion passed unanimously.

b. Cologne Fire Chief Charles Joos Retirement

Chief Charles Joos stated it was a hard decision to come to submit his resignation from fire service after 42 years effective December 11 2017.. Chief Charles Joos thanked the Council for the opportunity of serving the community. Chief Joos reported the uniform he was wearing was not to show off, but he would like to see all firemen have a uniform to wear at funerals, conferences and other events. Costs for each uniform would be \$600.00. Chief Joos recommended the Council consider providing uniforms for all firemen Mayer Matt Lein stated it has been an honor to having worked with you thanked him for all the hard work.

Councilmember Kyle Evenski stated he would like to look at ways to keep everyone up-to-speed to recognize all City Employees in appreciation of their years of service to the community. Councilmember Kyle Evenski would like to plan something before the end of the year honoring retiring employees and other employees. Chief Charles Joos would prefer to have something after the 1st of the year.

Motion by Szaroletta seconded by Meyer to accept the resignation of Cologne Fire Chief Charles Joos. Motion passed unanimously.

c. Tom Denaway - Springsted TIF

Lein quick overview how the TIF policy would relate to Cologne?

Tom Denaway reviewed the following:

- I. Tax Increment Financing Policy & Application
- II. Objectives of Tax Increment Financing
 - A. Retain local jobs and/or increase the number and diversity of jobs
 - B. Encourage additional unsubsidized private development

C. Facilitate the development process and to achieve development on sites which would not otherwise be developed but/for the use of TIF.

D. Remove blight and encourage redevelopment of commercial and industrial areas in the city.

III. Policies for the use of TIF

Public improvements, legal, administrative and engineering costs

Site preparation, site improvement, land purchase, demolition and environmental remediation

Capitalized interest, bonding costs

Types of TIF districts may be established:

- ❖ Economic Development Districts
- ❖ Redevelopment Districts
- ❖ Housing Districts
- ❖ Renewal and Renovation Districts

Pay-as-you-go method provided to the developer upon receipt of the increment by the City. Requests for up front financing will be considered on a case by case basis.

A maximum of ten percent (10%) of any tax increment received from the district shall be retained by the City to reimburse administrative costs.

Only for projects which supersede the objectives identified herein, will the term of the TIF assistance exceed 15 years. TIF assistance for cost deemed as public cost may not exceed 25 years.

Any developer receiving TIF assistance shall provide a minimum of twenty percent (20%) cash equity investment in the project. TIF shall not be used to supplant cash equity.

IV. Project Qualifications

Tom Denaway reviewed all TIF project requirements.

V. Subsidy Agreement & Reporting Requirements

VI. Application Process

Tom Denaway provided drafts of the following:

1. Application
2. Additional Documentation requirements
3. Tax Increment Financing Proposal Review Worksheet
4. Exhibits required
5. But for Analysis

Mayor Matt Lein asked about forming a committee who should be included. Mayor Lein asked if the Council could act as an EDA? Yes adopting by Resolutions statutory powers. Previous EDA was dismantled. Mayor Lein could start out as EDA and later on modify. Mayor Lein recommended looking into Statutory regulations regarding who is on the EDA. Councilmember Kyle Evenski asked if you are in a TIF district and if a resident is living in that TIF district how would it affect a resident? Tom some districts have homes/businesses taxes is based on same taxes just a share when collected goes to city under TIF district. Their taxes would not go up because they are in a TIF district.

City Administrator Jesse Dickson asked can a portion go into general? Tom Denaway responded base value stays the same, the new goes into TIF 50% towards city sets the amounts.

Councilmember Kyle Evenski asked new construction, development only? Tom Denaway TIF districts is set identify the boundaries of the district. Most of the time they are specific to a development. If a business wants to build a new building a district can be set up, but they need to go through the framework once a policy has been established.

All subject to change. City Administrator Jesse Dickson asked if it gets adopted in 2 weeks can someone fill out an application without having an EDA established. Tom Denaway yes an EDA is not required. Escrow funds and a fee towards it and a 60-90 day waiting period. T

c. Corey Poppler, 212 Park St Reimbursement Appeal

Corey Poppler was present to appeal the decision regarding his request for reimbursement due to a sewer backup. He reported it was running thru the floor into the basement. Chemicals Hydro-Kleen was suppose to put liners, asked what caused it, once in awhile the angle would cause blowing up of sewer due to it. Corey doesn't know why it happened this time as it never happened before.

Mayor Matt Lein home depot receipt. Home depot \$50.00 charge for rental of the machine. Mayor Lein stated he thought the \$1,400.00 door charge seems very high. Corey reported the refinishing of the door has not been done yet.

Councilmember Kyle Eveneski precedent would be set something in stone going forward. Put something in writing proof what is the city liability vs homeowners responsibility. Limit on the amount. Councilmember Don Meyer asked if anyone contacted the city insurance suggest city contact insurance to see if it could be covered. Councilmember Don Meyer majority of people pay for some coverage to cover sewer back up. City Administrator Jesse Dickson recommended Corey contact another company to get a lower price for the repair of the door?

Councilmember Evenski and Mayor Lein get two more estimates. Mayor Lein provide bigger pictures of the damage to the door.

d. Roseanne Malber, Title Mark - 103 John Ave S

Jesse housing being sold appears to be encroaching in the right of way. No way to know if it is no survey. City has never been in an agreement.

BOARD REPORT

A. Budget, Levy and Fee Schedule Considerations

City Administrator Jesse Dickson presented and reviewed budget, levy and fee schedule considerations:

In order to cover the operating and debt service budgets for water in 2018, staff recommends the following water rate adjustments:

- Increase base fee from \$11.53 to \$12.00.
- Increase the usage fee for each tier by \$1.00. (Average residential water bill falls into tier 1, which would increase from \$5.00/1,000 to \$6.00/1,000)
- Water plant fee increase from \$7.00/month to \$9.00/month
- Water Access Charge increase from \$3,000 to \$4,000

In considering these fee adjustments, staff has taken into consideration the 20 homes that are being budgeted for 2018 per the water rate study from Springsted, as well as the homes that are permitted for but currently do not have water service. Staff does not recommend any sewer rate adjustments, but for increasing the Sewer Access Charge from \$2,750 to \$3,250 to begin to plan for the eventual Wastewater Treatment Facility upgrade that will be necessary after the current plant has run out of capacity.

Staff does not recommend any sewer rate adjustments, but for increasing the Sewer Access Charge from \$2,750 to \$3,250 to begin to plan for the eventual Wastewater Treatment Facility upgrade that will be necessary after the current plant has run out of capacity.

The preliminary tax levy payable 2018, approved in September, was for \$1,286,996, an increase of 9% over the levy payable 2017. Staff is recommending a 2018 tax levy of \$1,242,746, an increase of 5.6% over the levy payable 2017. This would decrease the tax rate by roughly 2%. Below is a breakdown of what the City portion of taxes would be on a home at different market values. The 2017 levy amount is shown as well as the preliminary levy and staff's recommended 2018 levy:

With a 5.6% levy increase for 2018, the City portion of annual property taxes would decrease.

ANNOUNCEMENTS Sherry resigned as chairperson of the Planning Commission, will advertise for new Planning Commission.

Motion to adjourn Evenski, seconded by Bruss. Motion passed unanimously.

ADJOURN - Respectfully Submitted

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

Sue Mueller, City Clerk

Attest:

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

Matt Lein, Mayor