

City of Cologne
March 18, 2013

Pursuant to due call and notice thereof, a regularly scheduled council meeting was held on Monday, March 18, 2013 at the Cologne Community Center. Mayor Matt Lein called the meeting to order at 6:30 p.m. Council members Don Meyer, Jill Skaaland, Jeffrey McInnis and Councilmember Scott Williams were present. Deputy Clerk Susan Mueller was present.

CLOSED SESSION-UNEMPLOYMENT APPEAR HEARING

Motion by Williams, seconded by Meyer close the hearing. Motion passed unanimously.
Motion by McInnis, seconded by Skaaland to open the hearing. Motion passed unanimously.

ADOPT AGENDA

Motion by Williams, seconded by Meyer to adopt the agenda. Motion passed unanimously.

ADOPT CONSENT AGENDA

- a) March 4, 2013 Council Meeting Minutes
- b) March 18, 2013 Expenditures
- c) March 5, 2013 –March 18, 2013 Hand Checks, Payroll

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

VISITORS PRESENTATIONS, PETITION AND CORRESPONDENCE

COUNCIL BUSINESS

a) 2013 Write Off Accounts

Deputy Clerk Sue Mueller presented a report with outstanding balances from ISP and utility accounts that have carried over from year to year. The majority of balances were originally small but have accrued penalties and late fees. A request was made to write off non-collectable accounts. Council reviewed the accounts and recommended collecting all that can be collected the remaining would be written off. A recommendation was made that half of the uncollected internet service balances would be deducted from the monthly payment to To The Home.

A discussion on credits balances from prior years was held. Council reviewed and recommended following MN Statues and submit credits to the State as unclaimed property.

Motion by William, seconded by Meyer to write off any uncollected accounts and submit credit balances to State of Minnesota Unclaimed Property. Motion passed unanimously.

b) City Administrator Update

Mayor Matt Lein updated the Council on the hiring of a City Administrator. Councilmember Jill Skaaland and Mayor Lein will be scheduling final interviews for the full Council to be involved. The candidates have been narrowed down to four.

- c) **Nova Communications/Jaguar Communications Phone System and Techstar Solutions**
Mayor Matt Lein presented two bids for the city phone system. The bid submitted from Techstar Solutions was \$5,316 and the bid from Nova Communications was \$5,558. The systems were compatible. The Council reviewed and recommended the bid from Techstar Solutions.

Motion by Meyer, seconded by Jill to accept the Techstar Solutions bid for the Cisco Phone system. Motion passed unanimously.

- d) **Resolution 13-07 2013 Seasonal Work Force**
City staff Jeff Wildung and Susan Mueller requested authorization to advertise for the temporary seasonal positions. The public works department requested two seasonal workers and the office requested one.

Motion by William, seconded by Meyer to approve advertising for the seasonal positions. Motion passed unanimously.

- e) **Cologne Fire Department April 21st Temporary Liquor License**

Motion by Williams, seconded Meyer to approve the Cologne Fire Departments Temporary Liquor License. Motion passed unanimously.

- f) **Cologne Baseball Club 3.2% On Sale Liquor License**
Cologne Hollanders baseball club requested approval of a 3.2% On Sale Liquor License. The Hollanders did not have insurance coverage on the application. After discussion the application was deferred until information regarding the clubs liability coverage was clarified.


ANNOUNCEMENTS

Councilmember Jeff McInnis presented an application from the Minnesota Department of Labor & Industry for a safety grant. Councilmember McInnis will be working with the public works department and city staff to complete the application process.

Mayor Matt Lein announced the Cologne Connection is being prepared and if any Councilmember knows of items of interest please let him know.

Motion by William, seconded by McInnis to adjourn the meeting. Motion passed unanimously.

Respectfully submitted,


Susan Mueller/Deputy Clerk

ATTEST:


Matt Lein, Mayor