



## **City Council Meeting Agenda**

*Tuesday, March 4, 2019 - 7:00 PM*

*Cologne Community Center, 1211 Village Parkway*

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### **Vision Statement**

***The City of Cologne is a vibrant small town that respects its heritage, embraces its future and offers a high quality of life for all who live, work and visit our community.***

*Mayor:* Matt Lein

*Councilmember:* Kyle Evenski

*Councilmember:* Carol Szaroletta

*Councilmember:* Sarah Bruss

*Councilmember:* Rachel Lenzen

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- 1. CALL MEETING TO ORDER & ROLL CALL**
  - 2. PLEDGE OF ALLEGIANCE**
  - 3. ADOPT AGENDA**
  - 4. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE**
  - 5. ADOPT CONSENT AGENDA**
    - a. February 19, 2019 Minutes**
    - b. March 5, 2019 Payroll Summary**
    - c. March 4, 2019 Check Summary Register**
    - d. Pay Equity Report 2019**

**6. COUNCIL BUSINESS**

**a. City of Cologne Rehire Policy**

**-Resolution 19-05 Approving Rehire of Seasonal Employees**

**7. BOARD REPORT**

**8. ANNOUNCEMENTS**

**9. ITEMS REMOVED FROM THE CONSENT AGENDA**

**10. ADJOURN**

**CALENDAR OF EVENTS/MEETINGS**

March 18	Monday	7:00PM City Council Meeting
April 1	Monday	6:00PM Planning Commission Meeting
April 1	Monday	7:00PM City Council Meeting



## City Council Meeting Minutes

Tuesday, February 19, 2019 - 7:00 PM  
Cologne Community Center, 1211 Village Parkway

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### Vision Statement

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### **1. CALL MEETING TO ORDER & ROLL CALL**

Mayor Lein called the meeting to order at 7:00 P.M. Council Members Lenzen and Szaroletta were present. Also present: City Administrator Jesse Dickson and City Clerk Michelle Morrison. Council members Bruss and Evenski were absent.

### **2. PLEDGE OF ALLEGIANCE**

### **3. ADOPT AGENDA**

Mayor Lein reviewed two changes to the Consent Agenda - 1. Revising item g. Resolution 19-04 Accepting Donations - removing the donation from the Cologne Fire Dept. Relief Association of \$3,930 and 2. Adding item h. February 19, 2019 additional check register. Motion by Council Member Szaroletta to adopt the agenda as revised. Second by Council Member Lenzen. Motion carried unanimously.

#### **4. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE**

#### **5. ADOPT CONSENT AGENDA**

- a. February 4, 2019 Minutes**
- b. February 19, 2019 Payroll Summary**
- c. February, 13, 2019 Check Summary Register**
- d. February 19, 2019 Check Summary Register (2018 Bills)**
- e. February 19, 2019 Check Summary Register (2019 Bills)**
- f. Ducks Unlimited Gambling Permit Application**
- g. Resolution 19-04 Accepting Donations**
- h. February 19, 2019 Additional Check Summary Register**

After addressing questions, a motion was made by Council Member Szaroletta to adopt the consent agenda. Second by Council Member Lenzen. Motion carried unanimously.

#### **6. COUNCIL BUSINESS**

- a. Chad Vos, Cologne Fire Chief 2**
  - i. Dan Worm Retirement**

Chad informed the Council that Dan Worm had submitted a letter of retirement on January 27th, 2019. Dan joined the Fire Dept. in 1978, was Chief from 1986 - 1988, and Assistant Chief for 31 years from 1988 to present. Motion by Council Member Szaroletta to accept Dan Worm's retirement letter effective January 31st. Second by Council Member Lenzen. Motion carried unanimously. Thursday Feb 28th was selected as a date for a retirement party from 6-8 at the Cologne Fire and Relief Station.

- ii. Donated Funds Equipment Purchase**

Chad updated the council on options the Fire Department has been looking at for the \$15,000 in funds donated last month and earmarked for equipment replacement. They are looking at purchasing a thermal camera which would cost roughly \$9,000. It would be the Fire Department's hope that any remaining funds from the \$15,000 would then be used for City Park / Splash Pad improvements.

- iii. Cologne Fire & Rescue Station Lighting**

Lastly, Chad updated the council on the lighting upgrades that the Fire Department has spent 7 years discussing. Three bids have been reviewed, covering light upgrades both inside and outside the station. It is the Department's intention that funds from Building Reserve fund would be used for the lighting upgrades. Motion by Council Member Szaroletta to accept the lighting bid from Eiden Electric for \$7,840. Second by Council Member Lenzen. Motion carried unanimously.

**b. Cologne Academy - Parking Lot Lighting**

Mayor Lein updated the council on an email he had received from a Cologne Academy parent inquiring about getting parking lot lights in the south overflow parking lot. The council discussed multiple ideas to address the parking lot lighting situation. It was the consensus of the Council that Mayor Lein would have discussions with the school's administration about the options discussed and report back to the Council possible next steps.

**7. BOARD REPORT**

**a. January Sheriff's Report**

**8. ANNOUNCEMENTS**

Mayor Lein asked all council members to attend the March 6 MN Dot meeting regarding Hwy 212 at 4:30 in the Conference Room.

**9. ITEMS REMOVED FROM THE CONSENT AGENDA**

**10. ADJOURN**

Motion by Council Member Lenzen to adjourn at 7:38. Second by Council Member Szaroletta. Motion carried unanimously.

Respectfully Submitted:

Attested:

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Michelle M Morrison, City Clerk

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Matt Lein, Mayor

**City of Cologne Payroll**  
**5-Mar-19**

Employee		EFT	\$10,574.67	March 5, 2019 Payroll
IRS	271E	EFT	\$ 3,818.26	March 5, 2019 Payroll
MN Department of Revenue	272E	EFT	\$ 704.56	March 5, 2019 Payroll
PERA	23899E	EFT	\$ 2,185.99	March 5, 2019 Payroll
Deferred Compensation	23900E	EFT	\$ 893.58	March 5, 2019 Payroll
Health Savings Account	23901E-23903E	EFT	\$ 1,450.00	March 5, 2019 Payroll
		<b>Total</b>	<u>\$19,627.06</u>	

CITY OF COLOGNE

\*Check Summary Register©

March 2019

Name	Check Date	Check Amt	
<b>10100 Checking</b>			
Paid Chk# 023897	BOUND TREE MEDICAL, LLC	3/4/2019	\$1,799.33 CFD SUPPLIES
Paid Chk# 023898	BROADBAND CORP	3/4/2019	\$24.95
Paid Chk# 023899	CAR-CO INC	3/4/2019	\$43.96
Paid Chk# 023899E	PERA	3/5/2019	\$2,185.99 Vendor Liability
Paid Chk# 023900	CARVER COUNTY BROADBAND	3/4/2019	\$376.58 Internet Access
Paid Chk# 023900E	EMPOWER	2/27/2019	\$893.58 February Deferred Comp
Paid Chk# 023901	CENTERPOINT ENERGY	3/4/2019	\$1,183.45 110 Louis St
Paid Chk# 023901E	KLEIN BANK	3/5/2019	\$581.25 February Health Savings Accoun
Paid Chk# 023902	CENTRAL FIRE PROTECTION, IN	3/4/2019	\$505.95 CFD Annual Maint/Certify Extin
Paid Chk# 023902E	SECURITY BANK	3/5/2019	\$545.83 February Health Savings Accoun
Paid Chk# 023903	CUSTOM FIRE APPARATUS	3/4/2019	\$83.12 CFD 22" SLIDE
Paid Chk# 023903E	BMO	3/5/2019	\$322.92 February Health Savings Accoun
Paid Chk# 023904	DAVIS EQUIPMENT CORPORATI	3/4/2019	\$8,075.55 Mower Repairs
Paid Chk# 023905	DIRECTV	3/4/2019	\$315.42 Satilite Radio
Paid Chk# 023906	DWK CLEAN WATER SERVICES,	3/4/2019	\$960.00 WWTP Monthly Fee
Paid Chk# 023907	EMERGENCY RESPONSE SOLU	3/4/2019	\$1,954.00
Paid Chk# 023908	GOPHER STATE ONE-CALL (INC	3/4/2019	\$10.80 Locates
Paid Chk# 023909	H&L MESABI	3/4/2019	\$257.51 Blade
Paid Chk# 023910	HART BROS TIRE COMPANY	3/4/2019	\$2,688.38 CFD R-11
Paid Chk# 023911	DANIEL HERMANN	3/4/2019	\$108.00 Snow Removal
Paid Chk# 023912	INTERSTATE BATTERY SYSTEM	3/4/2019	\$241.15 CFS
Paid Chk# 023913	LANO EQUIPMENT OF NORWOO	3/4/2019	\$160.00 Bobcat Rental Snow
Paid Chk# 023914	LEAGUE OF MINNESOTA CITIES	3/4/2019	\$99.00 J. Dickson Legislative Confere
Paid Chk# 023915	LOSCHIEDER, BRIAN	3/4/2019	\$126.00 CFD Rescue 11 repairs
Paid Chk# 023916	MEUWISSEN, SCOTT	3/4/2019	\$50.00 Deposit Refund
Paid Chk# 023917	MN DEPT OF HEALTH	3/4/2019	\$1,132.00 1st Qtr Fee
Paid Chk# 023918	MN VALLEY ELECTRIC COOPER	3/4/2019	\$181.65 Street Light Account
Paid Chk# 023919	MN VALLEY TESTING LABS	3/4/2019	\$278.00 Water Analysis
Paid Chk# 023920	NORTHERN SAFETY TECHNOLO	3/4/2019	\$64.40 CFD LED Light
Paid Chk# 023921	PROPET DISTRIBUTORS INC.	3/4/2019	\$490.90 Litter Pickup bags/Dispenser
Paid Chk# 023922	RANDYS SANITATION INC	3/4/2019	\$575.17 Lions Park
Paid Chk# 023923	REICH, JUSTIN	3/4/2019	\$49.34 CFD Belts Tanker 11
Paid Chk# 023924	RITEWAY	3/4/2019	\$208.27 Business Checks
Paid Chk# 023925	SVENBY, SARA	3/4/2019	\$50.00 Deposit Refund
Paid Chk# 023926	VOS CONSTRUCTION, INC.	3/4/2019	\$333.00 Community Center Light Repais
Paid Chk# 023927	XCEL ENERGY	3/4/2019	\$7,723.43 PW Facility
<b>Total Checks</b>			<b>\$34,678.88</b>

Clerk Treasurer

Date

FILTER: None

jobi	title	males	females	points	mins	maxs	yrma	yrsrv	exsrv
1	City Administrator	1	0	483	6484	6484		4	
2	Public Works Director	1	0	292	5295.33	5295.33		3	
3	City Clerk/Treasurer	0	1	275	4437.33	4437.33		1	
4	Public Works I	1	0	216	4312.5	4312.5		3	
5	Public Works II	1	0	179	4194.6	4194.6		5	
7	P/T Utility Billing	0	1	125	3130	3130		5	
8	Seasonal PW Help	2	0	77	2080	2080		2	



**CITY OF COLOGNE**  
**REHIRE ELIGIBILITY FOR SEASONAL WORKERS**

Purpose: to establish a policy governing eligibility for the rehire of previously employed seasonal workers with the City of Cologne. Any individual who previously worked for the City of Cologne as a seasonal worker must be approved for rehire/reinstatement under this policy before any offer of employment may be extended to that particular worker for reinstatement to the seasonal position of employment for the next ensuing season.

Scope: applies to all municipal seasonal employees and prospective municipal seasonal employees of the City of Cologne effective March 4, 2019.

Responsible party for complying with this policy: City Administrator and City Council.

Definitions:

Seasonal Rehire: A seasonal rehire is defined as a person seeking to work for the City of Cologne who has previously worked for the City of Cologne in a seasonal capacity, whether temporary, full-time, or part-time.

Gross misconduct: Conduct that is generally so serious that it may justify the dismissal of an employee, even on the first occurrence. Examples could include, but are not limited to, embezzlement, sexual harassment, sex crimes, misappropriation of funds, workplace violence, mistreating coworkers and/or citizens, etc. Acts of gross misconduct are typically intentional, wanton, willful, deliberate, reckless, or reflect a deliberate indifference or disregard to the City's interests, standards, and/or policies.

Policy statement: The City of Cologne will only consider former seasonal employees eligible for rehire/reinstatement opportunities for the next season under the guidelines and conditions as set forth in this policy.

- A. Individuals separated from seasonal employment with the City of Cologne under the following conditions are ineligible for rehire: 1) individuals separated for gross misconduct; 2) individuals separated due to their own voluntary resignation while under corrective, disciplinary action, or when the voluntary separation involved gross misconduct.
- B. Individuals separated from the City of Cologne may be considered eligible for seasonal rehire if the separation from prior employment was voluntary, or due to a reduction in force as the seasonal position of employment ended at the end of the applicable season, and the employee left the position of seasonal employment in good standing.
- C. It is the responsibility of the City of Cologne to properly document any seasonal separation of employment for cause, gross misconduct, and/or resignation instead of dismissal, and properly designate the individual as either eligible or ineligible for seasonal rehire in their personnel file. The seasonal employee's supervisor shall at the end of each season conduct a performance review of the seasonal employee and indicate at the end of the performance review whether or not the supervisor

recommends the seasonal worker for seasonal employment for the next ensuing season.

Procedure: The City of Cologne will coordinate through its City Administrator to determine if any final candidate for seasonal employment was previously employed by the City of Cologne in a seasonal employment capacity and if so, if the individual is eligible for rehire prior to any offer of employment being made to that particular individual for seasonal employment for the then applicable seasonal period of employment. Specific to this policy, any offer of employment for seasonal employment is contingent upon the City of Cologne approving the rehire as outlined in this policy.



**CITY OF COLOGNE  
RESOLUTION NO. 19-05  
APPROVING 2019 SEASONAL PUBLIC WORKS EMPLOYEES REHIRE**

**WHEREAS**, The City of Cologne budgets annually for seasonal help; and

**WHEREAS**, the City of Cologne is responsible for maintaining parks and streets throughout the summer; and

**WHEREAS**, the City Staff is recommending the rehiring of the following individuals for the summer 2019 season:

Thomas Fisher	\$12/hour
Alex Logelin	\$13/hour

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Cologne, Minnesota, to authorize the rehiring of the positions for the 2019 season.

Adopted by the City Council of the City of Cologne, Minnesota, this 4th day of March, 2019

\_\_\_\_\_  
Matt Lein, Mayor

ATTEST:

\_\_\_\_\_  
Michelle Morrison  
City Clerk

M/ _____	Lein _____	Evenski _____
	Szaroletta _____	Bruss _____
S/ _____	Lenzen _____	