

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

DECEMBER 12, 2013

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on December 12, 2013.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Tom Rennecke and Ron Tusha.

COUNCIL ABSENT: Councilor Jody Fruetel

ALSO PRESENT: Kathy Blackwell, Jeremy Anderson, Chuck Lietzau, Brent Schroeder, Dale Thomas, Scott Stafford, Judy Raske, Jeanna Lilliberg, and Jon Fruetel.

MOTION by Tusha, seconded by Anderson and carried to approve the meeting minutes from November 14, 2013.

MOTION by Anderson, seconded by Tusha and carried to approve the October 31, 2013 Financial Statement.

MOTION by Anderson, seconded by Tusha and carried to approve amended Chapter 92: Streets and Sidewalks of the Cosmos Municipal Ordinance Code.

MOTION by Anderson, seconded by Rennecke and carried to approve the 2014 liquor license application from Moonshine Pub for an Intoxicating On-Sale and Off-Sale.

BUILDING INSPECTION –Clerk Blackwell reported that long time building official Butch Schulte may retire in 2014. Blackwell was directed to contact the Meeker County Building department in regards to contracting for inspection services after Schulte retires.

MOTION by Gieser, seconded by Anderson and carried to adopt Resolution 2013-13 To Participate In Meeker County's All Hazard Mitigation Plan.

MOTION by Gieser, seconded by Anderson and carried to certify to the Meeker County Auditor a 2014 Final Levy in the amount of \$77,761 for debt service and \$173,619 for general fund levy, with a total levy in the amount of \$251,380, a 4.9% decrease from 2013. Rennecke opposed the motion.

MOTION by Anderson, seconded by Tusha and carried to approve the 2014 Budget.

POLICE – The council discussed how the city should proceed after nearly five months without a full-time police chief due to a work comp injury. Options of contracting with the Meeker County Sheriff's department or hiring a full-time chief were discussed. It was noted that if the city dissolves the police

department and contracts, the state would not allow the city to reestablish their own police department for two years. The council agreed that the city should no longer allow any over-time hours in the future. Schroeder stated that he has been offered a full-time position with another police department, and without over-time hours in Cosmos he would take the job offer for financial reasons. Schroeder offered to remain a part-time Chief in Cosmos. The council and Schroeder agreed on the following: Schroeder will return to work in approximately six weeks when he no longer has any work restrictions and transition into a part-time Cosmos Police Chief working approximately 40 hours per month. In addition to Schroeder's hours, other part-time officers will work when available for the Cosmos Police Department and be given an hourly pay increase. Clerk Blackwell was directed to revise the Police budget and present a proposed draft in January.

AGCG – School Board members presented a state of the school update.

MAINTENANCE – Supervisor Thomas stated that he had intended to retire on or around January 1, 2014 but has now changed his mind and would like to remain a full-time employee past that date. Thomas did not give the city a definite retirement date. The council agreed to look into an early retirement agreement with PERA for Thomas that would allow him to retire early (age 62) but still work limited hours for the city. Maintenance Assistant Jeremy Anderson reported that he has obtained the required water and wastewater licenses to operate the Cosmos systems and requested a pay increase. Jeremy Anderson's current wage is \$12.00 per hour. Thomas's current wage is \$18.69 per hour. It was noted by Councilor Rennecke that Jeremy Anderson would need to be paid a similar wage as Thomas in order for the city to maintain pay equity compliance with the state. Councilors Rennecke and Tusha then verbally opposed to approving a pay increase for Jeremy Anderson at this time.


MOTION by Mayor Gieser to increase Jeremy Anderson's hourly wage from \$12.00 to \$15.00. The motion died due to the lack of a second.

FIRE – Chief Fruetel reported that the tanker truck is leaking water and needs repairs. Fruetel reported that he will be gathering information on a new air pack system to present at the annual township meeting in February. The council approved the annual Fire and Ambulance payroll.

MOTION by Gieser, seconded by Anderson and carried to approve payment of the General Bills, check numbers 18245-18274 and 10387-10411, and Fire Bills, check numbers 4672-4678.

SNOW EMERGENCY ORDINANCE – The council reviewed the ordinance that establishes the declaration of a snow emergency after the receipt of two or more inches of snow and restricts parking on city streets between November 1st and April 1st.

MOTION by Anderson and seconded by Gieser to adjourn the meeting.


Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

NOVEMBER 14, 2013

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on November 14, 2013.

Mayor Gieser asked that those present take a moment to remember Roney Kutzke and his contributions to the community.

COUNCIL PRESENT: Mayor Gieser, Council Members Terry Anderson, Jody Fruetel, Tom Rennecke and Ron Tusha.

ALSO PRESENT: Kathy Blackwell, Mark Klema, Jeremy Anderson, Ron Mortensen, Gale Flemming, Brent Schroeder, and Jon Fruetel.

MAINTENANCE AGREEMENT – County Engineer Ron Mortensen reviewed the maintenance agreement that includes snow removal on city side streets with the council. Mortensen stated that the county plans to build a salt shed in Cosmos in 2014.

PROJECTS – Engineer Klema stated that only a few clean up items are left to complete in 2013 on the TH4 project. Some landscaping items will be completed in 2014.

MOTION by Gieser, seconded by Fruetel and carried unanimously to approve the October 10, 2013 meeting minutes.

MOTION by Anderson, seconded by Fruetel and carried unanimously to approve the September 30, 2013 Financial Statement.

SIDEWALK ORDINANCE – The council reviewed Chapter 92 of the Cosmos Municipal Ordinance Code. Clerk Blackwell was directed to make some amendments and additions to the ordinance and present a draft to the council in December.

MOTION by Anderson, seconded by Rennecke and carried unanimously to approve the 2014 liquor license applications from Casey's General Store for a 3.2 Off-Sale and from the Cosmos Legion for an Intoxicating On-Sale, Off-Sale and Sunday Liquor.

MAINTENANCE – Maintenance Assistant Anderson reported that he ordered an upgrade mower tractor because the model the city had was not immediately available. Anderson reported that he passed his Class C water license exam.

MOTION by Gieser, seconded by Anderson and carried unanimously to accept the bid from Vik's Landscaping for snow removal for the 2013-2014 season. No other bids were submitted.

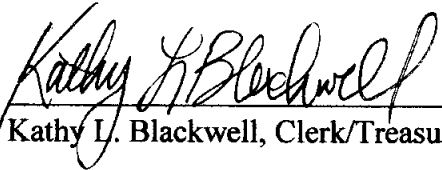
POLICE – Brent Schroeder gave the council an update on his work comp injury. Schroeder has had three surgeries and is hopeful that he can return to work in January. Clerk Blackwell stated that the city is obligated to give Schroeder a COBRA and Continuation Election Notice regarding his health insurance coverage ending on 12/31/13. Blackwell recommended that the city give Schroeder written notice that as of December 21, 2013 the city will have paid out all vacation, sick and comp hours owed to Schroeder. Blackwell also noted that the city is still paying for Schroeder’s city issued cell phone although he has not worked since July 29, 2013. The council agreed to discuss the situation again in December.

MOTION by Anderson, seconded by Tusha and carried unanimously to approve payment of the General Bills, check numbers 10336-10361 and 18214-18244, and Fire Bills, check numbers 4664-4671.

ASSESSMENT – The council approved the list of past due utility accounts and amounts due for lawn maintenance to be certified as a special assessment against the property and collected with the 2014 property taxes.

MUNICIPAL BUILDING – The council discussed the proposed municipal building.

MOTION by Fruetel and seconded by Anderson to adjourn the meeting.


Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
SPECIAL MEETING**

OCTOBER 29, 2013

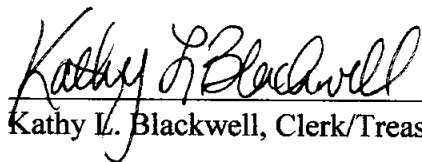
A special meeting of the Cosmos City Council was held following a public hearing on the TH 4 and CSAH 43 Street and Utility Improvements in the cafeteria of the Cosmos Learning Center.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Tom Rennecke and Ron Tusha.

COUNCIL ABSENT : Council Member Jody Fruetel.

ALSO PRESENT: Kathy Blackwell, Jeremy Anderson, Mark Klema and Barry Glienke.

MOTION by Anderson, seconded by Tusha and carried to adopt Resolution 2013-12 approving the assessments for the street and utility improvements to TH 4 and CSAH 43.



Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
PUBLIC HEARING**

OCTOBER 29, 2013

A public hearing on the TH 4 and CSAH 43 Street and Utility Improvements was opened by Mayor Gieser at 7:00 p.m. in the cafeteria of the Cosmos Learning Center.


COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Tom Rennecke and Ron Tusha.

COUNCIL ABSENT : Council Member Jody Fruetel.

ALSO PRESENT: Kathy Blackwell, Jeremy Anderson, Mark Klema and Barry Glienke.

TH 4 PROJECT – Engineers Klema and Glienke gave an overview of the project and answered questions from property owners.

Mayor Gieser closed the hearing at 7:55 p.m.


Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

OCTOBER 10, 2013

A regular meeting of the Cosmos City Council was called to order by Acting Mayor Rennecke at 6:00 p.m. on October 10, 2013, at city hall.

COUNCIL PRESENT: Council Members Terry Anderson, Tom Rennecke, and Ron Tusha. Mayor Rich Gieser arrived at 6:20 p.m.

ABSENT: Council Member Jody Fruetel.

ALSO PRESENT: Kathy Blackwell, Wayne Anderson, Jeremy Anderson, Chuck Lietzau, Mark Klema, and Barry Glienke.

MOTION by Tusha, seconded by Anderson and carried to approve the meeting minutes from September 12, 2013.

MOTION by Anderson, seconded by Tusha and carried to approve the August 31, 2013 Financial Statement.

PROJECTS – Engineer Klema suggested the city have Corner Post Erosion Control to seed the demo area and the industrial park and split the cost between the city, Cosmos Industries, and Chuck Lietzau. Klema noted the Industrial Park project is complete and the TH 4 project is nearly complete.

MOTION by Anderson, seconded by Tusha and carried to adopt Resolution 2013-10 to hold a public hearing on the proposed assessments for the TH 4 project at 7:00 p.m. on October 29, 2013 in the cafeteria of the CLC.

MOTION by Gieser, seconded by Rennecke and carried to adopt Resolution 2013-11 approving the assessments for the Improvements to the Cosmos Industrial Park.

SIDEWALK POLICY – The council discussed drafting a sidewalk policy that addresses snow removal, access, mail boxes and other issues related to sidewalks.

MOTION by Gieser, seconded by Tusha and carried to approve the Board of Adjustments recommendation to grant Wayne Anderson a variance to construct a deck in his front yard.

MOTION by Anderson, seconded by Gieser and carried to approve the gambling permit for the Knights of Columbus for a raffle on April 26, 2014.

DETACHMENT – The council was informed that the petition for detachment filed by Randy and Judy Schiro was granted by the administrative law judge. The parcel will become part of Cosmos Township as of January 1, 2014. The council agreed that the city should post signs that state “No Truck Traffic” at the accesses to Schiro’s fields.


MOTION by Anderson, seconded by Tusha and carried to increase the monthly water base rate from \$16 to \$20 and increase the monthly water usage rate from \$8.50 to \$9.50 per 1,000 gallons with a minimum of 1,000 gallons billed per month. Gieser opposed the motion.

MAINTENANCE – Jeremy Anderson gave the council information on options for replacing the John Deere mower.

MOTION by Anderson, seconded by Rennecke and carried to approve payment of the General Bills, check numbers 18180-18213 and 10307-10335, and Fire Bills, check numbers 4652-4663.

UTILITY – Shut off notices will be given as needed. The council agreed that a letter should be sent to Tim Hoffmann stating that if the payment arrangement he requested was not honored, that water service would be disconnected.

MOTION by Anderson and seconded by Rennecke to adjourn the meeting.


Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

SEPTEMBER 12, 2013

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on September 12, 2013, at city hall.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Jody Fruetel, Tom Rennecke, and Ron Tusha.

ALSO PRESENT: Kathy Blackwell, Mark Ranum, Mark Klema, Barry Glienke, Jeremy Anderson, Dean Urdahl, Beth Cronk, Tim Hoffmann, and Brent Schroeder.

LIBRARY – Mark Ranum, Pioneerland Library System Director, updated the council on the services a public library provides and the benefits the community receives from having a library. Ranum explained how a combination of state, county and local funds supports a library. Ranum offered his assistance in choosing a floor plan that is function and practical for limited staff. Representative Dean Urdahl reported that he has again authored a bill requesting state funds for a municipal building in Cosmos. Urdahl invited the city to give a presentation on the Municipal Building Project when the bonding committee will be in Litchfield in November.

COMMITTEE – The council appointed Jody Fruetel, Tom Rennecke, Kathy Blackwell, Jeremy Anderson, and Mark Ranum to serve on a Municipal Building Committee. Blackwell was directed to set up a committee meeting with a representative from Rice Building to start the planning process.

HOFFMANN – Tim Hoffmann requested the council allow him to make payments on the \$691.20 bill he owes. The council approved that Hoffmann can make monthly consecutive \$100 payments beginning in September, with no interest, and the terms being subject to changes if Hoffmann misses a payment.

TH 4/INDUSTRIAL PARK – Mark Klema gave the council an update on the projects and noted that both projects should be completed on schedule. The final assessment hearing will be scheduled in late October.

MOTION by Gieser, seconded by Anderson and carried to certify to the Meeker County Auditor a 2014 Proposed Tax Levy in the amount of \$77,761 for debt service and \$173,619 for general fund levy, with a total proposed levy in the amount of \$251,380, a 4.9% decrease from 2013. Rennecke and Tusha opposed the motion.

MOTION by Anderson, seconded by Fruetel and carried unanimously to approve the 2014 Proposed General Fund Budget with a zero percent increase from 2013.

HEALTH INSURANCE – The 2014 renewal rate for the health insurance contracts with Blue Cross Blue Shield will remain at the same rate as in 2013.

BALLPARK – Clerk Blackwell gave a summary of expenses and receipts for the concession stand at the ballpark for the 2013 season. Expenses and receipts were less than in 2012, but both were nearly equal making there no significant profit or loss in 2013.

MAINTENANCE – The council approved the purchase of a hydrant meter, repairs to a scale and valve at the treatment plant, and the installation of a water heater at city hall. The council also approved Jeremy Anderson's attendance at a class for his water license.

POLICE – Chief Schroeder gave the council an update on his work compensation injury. Schroeder has been out since July 30th and is likely to be out until January 2014. Schroeder is using the vacation, sick and comp hours he had earned to supplement what work compensation insurance covers. FMLA requires the city to continue contributions towards Schroeder's health insurance for twelve weeks, which would be through October. The council agreed to contribute towards Schroeder's health insurance through December 2013, past the FMLA requirement. The council approved Jason Johnson and Ben Aho to work part-time to cover while Schroeder is out.


MOTION by Anderson, seconded by Fruetel and carried unanimously to table a decision on a water rate increase until the October meeting.

MOTION by Gieser, seconded by Fruetel and carried unanimously to approve payment of the General Bills, check numbers 18142-18178 and 10267-10306 and Fire Bills, check numbers 4638-4650.

MOTION by Anderson, seconded by Rennecke and carried unanimously to approve the June 30th and July 31st, 2013 Financial Statements.

MOTION by Gieser, seconded by Fruetel and carried unanimously to approve the amended meeting minutes from August 8, 2013.

MOTION by Gieser and seconded by Fruetel to adjourn the meeting.


Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

AUGUST 8, 2013

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on August 8, 2013, at city hall.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Jody Fruetel, Tom Rennecke, and Ron Tusha.

ALSO PRESENT: Kathy Blackwell, Brad Nelson, Mark Klema, Jeremy Anderson, Jon Fruetel, Brent Schroeder, Barry Glienke, and Dale Thomas.

SUMMER RECREATION – Brad Nelson reported that there were 24 children that participated in the summer recreation program. Nelson stated that the program ran with no issues and was adequately funded. Nelson plans to supervise the program again in 2014.

PROJECTS – Mark Klema gave the council an update on the TH 4 and Industrial Park projects.

DEMOLITIONS – Clerk Blackwell reported that Meeker County has issued payment to the city in the amount of \$20,000 towards the demotion of the liquor store property at 331 Milky Way Street South, owned by Cosmos Industries, Inc. In addition to that contribution, Meeker County paid for the demolition of the tax forfeited property known as the theater building at 341 Milky Way Street South. Blackwell stated that the amount to transfer ownership of the theater lot to the city is \$1,415.29. To date, Cosmos Industries, Inc. has spent approximately \$30,627 to purchase the liquor store property, pay the back taxes, have the building inspected, dispose of personal property and pay for the demolition of building. Following a discussion, the council agreed that the city should pursue ownership of the theater lot and liquor store lot at a cost of \$20,000, which is considerably less than the actual cost to demolish the two buildings.

MOTION by Fruetel, seconded by Anderson and carried unanimously to issue payment to the Meeker County Auditor in the amount of \$1,415.29 for transfer of ownership of the theater lot to the city.

MOTION by Gieser, seconded by Fruetel and carried unanimously to offer Cosmos Industries, Inc. \$18,584.71 for the purchase of the liquor store lot, with Cosmos Industries, Inc. paying closing costs.

MUNICIPAL BUILDING – The council agreed to pursue obtaining preliminary costs and building plans for a new municipal building on the land at 331 & 341 Milky Way Street South.

MOTION by Rennecke, seconded by Tusha and carried to approve a 3.2 Off Sale Liquor Store for Casey's General Store #3301. Gieser opposed the motion.

MOTION by Fruetel, seconded by Anderson and carried unanimously to donate \$800 to the Lions for the 2013 fireworks display during Space Festival.

BUILDING OFFICIAL REPORT – The council reviewed a report on the property at 321 Milky Way Street South prepared by Bernard Schulte, the city’s building official. Schulte advised that the city share the report with the owner and occupants of the building. Clerk Blackwell was directed to set up a meeting as advised by Schulte.

METER TAMPERING – The council again discussed the situation at 312 Milky Way Street North involving the property owner tampering with the water meter. The council directed city staff to start inspecting water meters at every property to verify that inside and outside meter readings coordinate and at the same time inspect sump pumps to verify they are plumbed properly.

MOTION by Fruetel, seconded by Anderson and carried unanimously to establish a “meter by-pass fee” in the amount of \$500 for a first offense, \$1,000 for any subsequent offense and to charge the meter by-pass fee to the property owner at 312 Milky Way Street North for the recent offense; and to also charge the property owner for labor to inspect and reconnect the water meter, as well as charge for the estimated water and sewer use during the time the meter was disconnected.


MOTION by Anderson, seconded by Gieser and carried unanimously to approve the classification and sale of the tax forfeited property located at 230 Mercury Street South, parcel ID #21-0205000 as approved by the Meeker County Board of Commissioners.

MOTION by Fruetel, seconded by Anderson and carried to approve the meeting minutes from July 11, 2013.

FIRE – Fire Chief Jon Fruetel reported that the grass rig needs repairs estimated at \$2,100.

MOTION by Fruetel, seconded by Gieser and carried unanimously to approve payment of the General Bills, check numbers 18100-18141 and 10235-10266, and Fire Bills, check numbers 4628-4637.

MOTION by Fruetel and seconded by Rennecke to adjourn the meeting.



Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

JULY 11, 2013

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on July 11, 2013, at city hall.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Tom Rennecke and Ron Tusha.

COUNCIL ABSENT: Council Member Jody Fruetel.

ALSO PRESENT: Kathy Blackwell, Jeremy Anderson, Paul Harvego, Mark Klema, Barry Glienke, and Shannon Sweeney.

2012 AUDIT – City Auditor Paul Harvego presented the 2012 audit. Harvego recommended that the city increase water rates to help retain a positive water fund balance.

PROJECT FUNDING – Shannon Sweeney with David Drown and Associates explained the financing for the 2013 projects.

MOTION by Gieser, seconded by Anderson and carried to adopt a policy drafted by the city's bond counsel Briggs and Morgan on Post Issuance Compliance Policies and Procedures.

MOTION by Gieser, seconded by Rennecke and carried to adopt the resolution for the Issuance and Sale of a \$488,000 General Obligation Improvement Bond.

MOTION by Anderson, seconded by Gieser and carried to adopt the resolution accepting the offer of the Minnesota Public Facilities Authority to purchase a \$204,032 General Obligation Improvement Note.

PROJECTS – Engineers Barry Glienke and Mark Klema gave an update on the TH 4 and Industrial Park projects.

MOTION by Rennecke, seconded by Anderson and carried to approve the temporary liquor license for the Lions at the Labor Day Tournament.

MOTION by Gieser, seconded by Anderson and carried to accept the tree planting bid from Mr. Dirt at \$52 per tree. A second bid was received from Dick Hopp Excavating at \$42 per tree.

MOTION by Anderson, seconded by Rennecke and carried to adopt Resolution 2013-8 approving the Clerk/Treasurer to make Pre-Authorized payment for certain types of expenses.

MAINTENANCE – Jeremy Anderson reported that he obtained his boiler operator's license.

MOTION by Gieser, seconded by Anderson and carried to not waive the monetary limits on municipal tort liability established by MN Statutes 466.04.

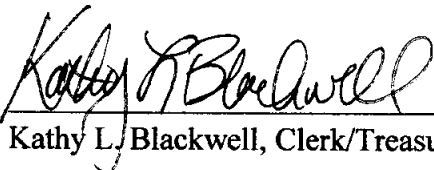
MOTION by Gieser, seconded by Rennecke and carried to approve the meeting minutes from June 13, 2013 and June 20, 2013.

MOTION by Rennecke, seconded by Tusha and carried to approve the May 31, 2013 Financial Statement.

MOTION by Anderson, seconded by Tusha and carried to approve the General Bills, check numbers 10196-10233 and 18068-18099, and Fire Bills, check numbers 4613-4627.

UTILITY BILLS – Shut off notices will be given as needed per the policy. The council was informed that the water meter at the property owned by Tim Hoffmann at 312 Milky Way Street North had been tampered with. When the city staff read the outside meter read on May 30th and again on June 27th the outside reading was the same. City staff then went back to the residence and found that the seal on the inside meter had been cut and the meter was disconnected. The council agreed that a bill should be sent for a new meter, staff time and estimated water use to the property owner per Cosmos Municipal Ordinance Code 51.28 Section C. The council also agreed that a fine be established for tampering with a meter. This action is theft of service and the county attorney will be consulted for possible charges.

MOTION by Gieser and seconded by Anderson to adjourn the meeting.


Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
SPECIAL MEETING**

JUNE 20, 2013

A special meeting of the Cosmos City Council was held on June 20, 2013 following the public hearing in the cafeteria at the Cosmos Learning Center.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Tom Rennecke and Ron Tusha.

ABSENT: Council Member Jody Fruetel

ALSO PRESENT: Kathy Blackwell, Mark Klema, Wayne Anderson, Matt Engelson, Dale Schultz, Kelly Wright, Doug and Karen Adams, Andy Haglund, Shannon Sweeney, Steve Bergo, Dale Thomas, and Gary Martin.

Mayor Gieser opened the special meeting at approximately 6:20 p.m.

MOTION by Gieser, seconded by Anderson and carried to approve the final plat for the Cosmos Industrial Park.

MOTION by Gieser, seconded by Rennecke and carried to adopt Resolution 2013-9 Accepting the Bid for the Industrial Park Street and Utility Improvements. The low bid was submitted by Reiner Contracting, Inc. at \$103,413.36.

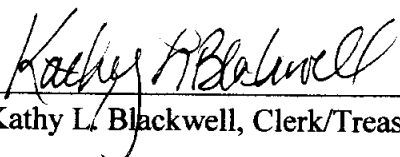
TH4 – Engineer Mark Klema gave the council an update on the TH4 project.

MOTION by Gieser, seconded by Anderson and carried to approve the additional work of installing a new light pole at the intersection of TH4 and TH7 at a cost of \$1,395.

FINANCING – Shannon Sweeney of David Drown and Associates presented to the council his recommendation on financing the TH4 and Industrial Park projects. The total estimate for both projects is \$1,636,162. The proposed sources to finance are Federal DOT grant of \$150,000, PFA loan of \$204,032 at 1% for 30 years, PFA grant of \$816,129, and G.O. Bond of \$466,001 at 3.4% for 15 years. Assessments on properties will be charged a rate of 4% with a term of 20 years.

MOTION by Anderson, seconded by Gieser and carried to authorize an application to MN Rural Water for a MIDI Loan in the amount of \$466,001.

MOTION by Rennecke and seconded by Anderson to adjourn the special meeting at 7:05 p.m.



Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
PLANNING COMMISSION**

JUNE 20, 2013

A public hearing on the preliminary plat for the Cosmos Industrial Park was held on June 20, 2013 at 6:00 p.m. in the cafeteria at the Cosmos Learning Center.

PLANNING COMMISSION PRESENT: Wayne Anderson, Matt Engelson, Dale Schultz, and Kelly Wright.

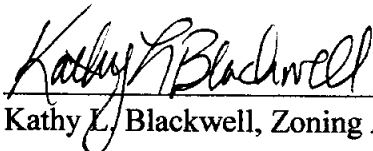
ABSENT: Ken Anderson

ALSO PRESENT: Kathy Blackwell, Mark Klema, Rich Gieser, Terry Anderson, Tom Rennecke, Ron Tusha, Doug and Karen Adams, Andy Haglund, Shannon Sweeney, Steve Bergo, Dale Thomas, and Gary Martin.

HEARING OPENED - Chairperson Wayne Anderson opened the hearing to comments or questions on the preliminary plat. Engineer Mark Klema gave an overview on why the plat was proposed and how the plat would affect the property owners and city. There were no questions from those in attendance.

MOTION by Dale Schultz, seconded by Kelly Wright and carried to approve the preliminary plat, with Anderson and Engelson voting in favor.

MOTION by Kelly Wright and seconded by Dale Schultz to close the public hearing.



Kathy L. Blackwell, Zoning Administrator

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

JUNE 13, 2013

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on June 13, 2013, at city hall.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Jody Fruetel, and Tom Rennecke.

ABSENT: Council Member Ron Tusha.

ALSO PRESENT: Kathy Blackwell, Brent Schroeder, Jeremy Anderson, Mark Klema, Chuck and Twyla Lietzau, Matt Lietzau, Adam Lietzau, and Jon Fruetel.

PROJECTS – Mark Klema from Bolton & Menk gave an update on the TH 4 project and the proposed industrial park project.

SCHOOL PROJECT – The school project committee gave the council an update on their meeting with the SWWC Service Cooperative. The amount of rent that the committee and JD Consulting calculated would be necessary to cover operations and ongoing maintenance of the facility was a higher rate than the service cooperative was hoping to pay. Both parties agreed to continue communicating on finding a solution to keep the CLC in Cosmos.

PLANNING COMMISSION – Wayne Anderson, Matt Engelson and Dale Schultz were appointed to serve on the Planning Commission.

MOTION by Gieser, seconded by Fruetel and carried to adopt a resolution supporting the efforts of the multi-jurisdictional partnership for becoming a beyond the yellow ribbon community.

MOTION by Anderson, seconded by Fruetel and carried to reimburse John Frederiksen approximately \$120.00 for materials he purchased to build a compost area.

MAINTENANCE – Jeremy Anderson presented bids for new rear tires on the 574 tractor and a bill for a new front tire. The council discussed budgeting to replace the tractor versus ongoing repairs.


POLICE – Chief Schroeder reported an accident involving the squad vehicle. Insurance will cover the damage after the \$250.00 deductible. Chief Schroeder gave the council an update of the treatment of his work injury.

MOTION by Anderson, seconded by Rennecke and carried to approve the meeting minutes from April 11, 2013 and May 9, 2013

MOTION by Anderson, seconded by Fruetel and carried to approve the April 30, 2013 Financial Statement.

MOTION by Fruetel, seconded by Rennecke and carried to approve payment of the General Bills, check numbers 10160-10195 and 18036-18067, and Fire Bills check numbers 4598-4612.

MOTION by Rennecke and seconded by Anderson to adjourn the meeting.



Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

MAY 9, 2013

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on May 9, 2013, at city hall.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Jody Fruetel, Tom Rennecke, and Ron Tusha.

ALSO PRESENT: Kathy Blackwell, Jeremy Anderson, Mark Klema, Dale Thomas, Jon Fruetel, and Brent Schroeder.

PROJECTS – Mark Klema from Bolton & Menk gave an update on the Hwy 4 project and the proposed industrial park project.

MOTION by Gieser, seconded by Fruetel and carried unanimously to adopt Resolution 2013-7 Approving Plans and Specifications and Ordering Advertisement for Bids for the Industrial Park Street and Utility Improvements.

MOTION by Gieser, seconded by Anderson and carried unanimously to hold a Public Hearing on the Preliminary Plat in the Industrial Park and hold a special council meeting following the hearing.

MOTION by Fruetel, seconded by Anderson and carried unanimously to hire JC Consulting Services to assist the city's School Project Committee with the proposed acquisition of the school property.

MOTION by Anderson, seconded by Rennecke and carried unanimously to identify the property at 1001 Astro Boulevard East, parcel #21-0082002, as the location of a shovel ready site DEED application; and to have JC Consulting Services complete the city's application.

MOTION by Gieser, seconded by Anderson and carried to adopt Resolution 2013-6 Declaring the Intent to Include Parcels in a Tax Increment Financing District. Rennecke opposed the motion.

MOTION by Anderson, seconded by Fruetel and carried unanimously to approve the 3.2 Liquor License for the Cosmos Fire Relief Association for the ballpark and fire hall.

BALLPARK – Clerk Blackwell was directed to post an ad for someone to operate the ballpark concessions.

MOTION by Fruetel, seconded by Anderson and carried unanimously to hire Tyler Minnick as the Seasonal Maintenance Assistant at \$9.00 per hour for 40 hours per week and to approve over-time pay for Dale Thomas and Jeremy Anderson during the summer due to the heavy work load with the construction projects.

FIRE – The council approved the purchase of a snow guard and repairs to a roof vent at the fire hall.

MOTION by Rennecke, seconded by Anderson and carried unanimously to approve the meeting minutes from April 11, 2013.

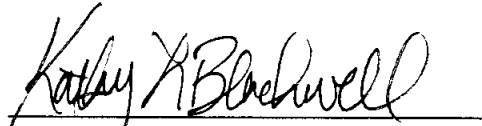
MOTION by Fruetel, seconded by Tusha and carried unanimously to approve the March 31, 2013 Financial Statement.

MOTION by Gieser, seconded by Anderson to rescind the motion they made on January 10, 2013 adopting Ordinance 2013-1 establishing a rural and urban service district with a rate of two times the township rate.

MOTION by Gieser, seconded by Anderson and carried unanimously to adopt revised Ordinance 2013-1 establishing a rural and urban service district with a rate of 14.48% to be charged to the eligible rural properties.

MOTION by Fruetel, seconded by Rennecke and carried unanimously to approve payments of the General Bills check numbers 10132-10159 and 18006-18035, and Fire Bills check numbers 4585-4596.

MOTION by Anderson and seconded by Fruetel to adjourn the meeting.


Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
ASSESSOR'S BOARD OF REVIEW MEETING**

APRIL 11, 2013

The City of Cosmos Board of Review meeting was called to order by Mayor Gieser at 7:00 p.m. on April 11, 2013 at City Hall.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Jody Fruetel, Tom Rennecke, and Ron Tusha.

ALSO PRESENT: Kathy Blackwell, Jeremy Anderson, Judy Barka, and Bob Anderson.


VALUES – City Assessor Judy Barka and County Assessor Bob Anderson gave a summary of home sales in the last year.

BARE LAND – On behalf of Cosmos Industries, Inc. Kathy Blackwell and Terry Anderson on his own behalf questioned the value on bare land.

RECOMMENDATIONS – Barka recommended no change to the value of Cosmos Industries, Inc. property. Anderson's land will be taken to the county Board of Review due to the fact he is a member of the city council.

MOTION by Fruetel, seconded by Gieser and carried to take no action on the values of properties discussed. Anderson abstained the motion.

MOTION by Rennecke and seconded by Fruetel to close the assessor's meeting at 7:40 p.m.


Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

APRIL 11, 2013

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on April 11, 2013, at City Hall.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Jody Fruetel, Tom Rennecke, and Ron Tusha.

ALSO PRESENT: Kathy Blackwell, Jeremy Anderson, Barry Glienke, Mark Klema, Brad Nelson II, Judy Barka, and Bob Anderson.

TH 4 PROJECT – Engineer Glienke stated that the project start date is scheduled for April 22, 2013. MnDOT will be holding an open house in the cafeteria at the CLC at 6:00 p.m. on April 23, 2013.

COMPOST/BRUSH SITE – The council approved the 2013 compost and brush site at John Frederiksen's property.

SUMMER RECREATION – Brad Nelson II presented plans for a Summer Recreation Program in Cosmos. The program will be operated through ACGC Community Education. Nelson requested financial support from the City of Cosmos.

MOTION by Fruetel, seconded by Anderson and carried unanimously to contribute \$1,000 towards the 2013 Summer Recreation Program in Cosmos.

MOTION by Anderson, seconded by Tusha and carried unanimously to set the rate for bulk water at \$5.00 per 1,000 gallons higher than whatever the current rate per 1,000 gallons is set at.

MOTION by Fruetel, seconded by Rennecke to allow Clerk Blackwell 10 hours of over-time per month due to the increased work load created by additional projects. The need for over-time hours will be reassessed at the end of 2013.


MOTION by Anderson, seconded by Fruetel and carried unanimously to approve the meeting minutes from March 14, 2013.

MOTION by Rennecke, seconded by Fruetel and carried unanimously to approve the January 31st and February 28th, 2013 Financial Statements.

MOTION by Anderson, seconded by Rennecke and carried unanimously to approve the General Bills, check numbers 17979-18003 and 10107-10131, and Fire Bills, check numbers 4570-4582.

MOTION by Anderson, seconded by Gieser and carried unanimously to approve a \$.20 per parcel increase for Judy Barka for 2014 assessing.

MOTION by Anderson and seconded by Tusha to adjourn the meeting,



Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

MARCH 14, 2013

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on March 14, 2013, at city hall.

COUNCIL PRESENT: Mayor Rich Gieser, Council Members Terry Anderson, Jody Fruetel, Tom Rennecke and Ron Tusha.

ALSO PRESENT: Kathy Blackwell, Jeremy Anderson, Barry Glinke, Brent Schroeder, Chuck and Twyla Lietzau, Matt Lietzau, and Dale Thomas.

INDUSTRIAL PARK – Engineer Glienke presented a report on the proposed improvements in the industrial park. The estimates are slightly lower first calculated due to shorter watermain and sanitary sewer extensions.

MOTION by Gieser, seconded by Fruetel and carried unanimously to approve Resolution 2013-3 Receiving the Feasibility Report on the proposed improvements in the Industrial Park.

MOTION by Gieser, seconded by Anderson and carried unanimously to approve Resolution 2013-4 Ordering Improvement and Preparation of Plans for the proposed improvements in the Industrial Park.

MUNICIPAL BUILDING REQUEST – The council approved sending Representative Dean Urdahl a memorandum of understanding and a funding request for a new municipal building.

LIBRARY – Pioneerland Director Mark Runam recently looked at the music room as a temporary location for the public library. He will attend the April meeting with some ideas and cost estimates. Minimum improvements would include air conditioning, automatic door and bathroom facilities.

MOTION by Fruetel, seconded by Gieser and carried to send Jeremy Anderson to boiler operators training; paying for tuition, books and his time to attend the course. Councilor Anderson abstained from the motion.

POLICE – The council approved Chief Schroeder's attendance at the annual chiefs conference. Schroeder updated the council on his workers compensation claim. The squad vehicle sustained damage on a recent patrol stop. Repairs are covered less the deductible. Schroeder explained the need to participate in a Joint Powers Agreement with the BCA and Meeker County Attorney's office.

MOTION by Fruetel, seconded by Anderson and carried to approve Resolution 2013-5 approving the Joint Powers Agreement with the BCA and Meeker County Attorney's office.

MAINTENANCE – Trees obtained from the DNA Tree Grant will be planted this fall.


MOTION by Rennecke, seconded by Tusha and carried unanimously to approve the meeting minutes from February 14, 2013.

MOTION by Fruetel, seconded by Anderson and carried unanimously to approve payment of the General Bills, check numbers 10086-10106 and 17951-17978, and Fire Bills, check numbers 4560-4569.

EMPLOYEE DISCIPLINE/REPRIMAND – The council discussed an incident involving city employees Dale Thomas and Jeremy Anderson that occurred on February 13, 2013. The incident involved unauthorized use of the city pick up, damage caused to a parked vehicle, and failure to report an accident. Mayor Gieser met with each employee individually on February 26, 2013 and implemented an oral reprimand to both Thomas and Anderson.

MOTION by Gieser, seconded by Fruetel and carried unanimously to file an insurance claim for repairs to the parked vehicle and that the oral reprimand given by Mayor Gieser shall be the extent of the discipline for both Thomas and Anderson.

MOTION by Rennecke and seconded by Fruetel to adjourn the meeting.



Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
SPECIAL MEETING
CITY OF COSMOS
FEBRUARY 19, 2013**

A special meeting of the Cosmos City Council, with the Township Boards, and the Cosmos Fire Department was called to order by Mayor Gieser at 7:00 p.m. on Tuesday, February 19, 2013, at the Cosmos Legion.

COUNCIL PRESENT: Mayor Rich Gieser and Council Member Jody Fruetel.

ALSO PRESENT: Clerk/Treasurer Kathy Blackwell, Fire Chief Jon Fruetel, Cosmos Township Board Members Randy Schiro, Gerald Fank, Doug Maahs, and Paul Lux, Cedar Mills Township Board Members Mike Eggert, Bruce Krueger, Karen Kohls, Gerry Burmeister, and Willard Wendorff, East Lake Lillian Township Board Member Tim Macik, Osceola Township Board Member Randy Kramer, and Cosmos Fire and Ambulance Members Emily Schmeling, Tim Hoffmann, Mike Lang, Tom McCarthy, Mike Inselmann, Dan Self, Yvette Martin and Cory Studemann, and guests Dan Smith, Leon Radtke and Lisa Radtke.

DONATION – Monsanto Fund Representative Dan Smith presented the Cosmos Fire Department with a check in the amount of \$5,000. Leon and Lisa Radtke were selected as winners in the America's Farmers Grow Communities program. Radtke's designated the Cosmos Fire Department to receive the donation.

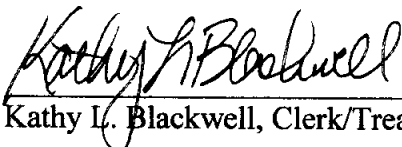
MOTION by Randy Schiro, seconded by Doug Maahs and carried unanimously to approve the meeting minutes from February 21, 2012.

MOTION by Paul Lux, seconded by Doug Maahs and carried unanimously to approve the 2012 Fire Fund Financial Statement.

MOTION by Randy Schiro, seconded by Gerald Fank and carried unanimously to set the 2013 section rates the same as in 2012 at \$175 per section for fire protection and \$70 per section for ambulance service and to approve the list of 2013 equipment and training needs.

2014 MEETING – The 2014 annual meeting will be held at 7:00 p.m. on February 18, 2014 at the Cosmos Legion.

MOTION by Paul Lux and seconded by Gerald Fank to adjourn the meeting.



Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING**

FEBRUARY 14, 2013

A regular meeting was called to order by Mayor Gieser at 6:00 p.m. on February 14, 2013, at city hall.

COUNCIL PRESENT – Mayor Rich Gieser, Council Members Terry Anderson, Jody Fruetel, Tom Rennecke, and Ron Tusha.

ALSO PRESENT – Kathy Blackwell, Shannon Sweeney, Chuck and Twyla Lietzau, Adam Lietzau, Matt Lietzau, Bryan Larson, Barry Glienke, and Jon Fruetel.

FINANCING TOOLS – Consultant Shannon Sweeney explained how Tax Increment Financing and Tax Abatement work. Sweeney explained the process to create and maintain a TIF district and the costs associated.

TH4 PROJECT – Engineer Glienke reported that the bid came in below the engineer's estimates which should reduce the city's cost. Glienke will be meeting with the contractor in the next few weeks.

MOTION by Anderson, seconded by Rennecke and carried unanimously to approve the meeting minutes from January 10, 2013.

MOTION by Fruetel, seconded by Rennecke and carried unanimously to approve the October 31st, November 30th, and December 31st, 2012 Financial Statements.

MOTION by Anderson, seconded by Fruetel and carried unanimously to transfer \$20,000 from the Trash Fund to the Water Fund.

SCHOOL – The council discussed the acquisition of the school property. Mayor Gieser stated that the Cosmos EDA discussed the project at length and is recommending that the City of Cosmos continue with negotiations for the acquisition of the school.

MOTION by Gieser, seconded by Fruetel and carried to have Mayor Gieser appoint a committee to negotiate with ACGC Schools for the acquisition of the school property and to work with the SW Service Coop on the terms of a lease agreement in order for the Cosmos Learning Center to remain located at the property. Rennecke and Tusha opposed the motion.

COMMITTEE – Mayor Gieser appointed Terry Anderson, Kathy Blackwell, Tom Rennecke and Jeremy Anderson to serve on the committee to work with ACGC Schools on the acquisition of the school property and work with the SW Service Coop on a lease agreement for the Cosmos Learning Center to remain located in the school.

BOARD OF APPEAL – Jody Fruetel offered to attend the Board of Appeal and Equalization training held by the Department of Revenue.


MOTION by Fruetel, seconded by Anderson and carried unanimously to approve Clerk Blackwell's attendance at the annual MCFOA Conference in March.

DOG/CAT – The council reviewed the 2013 list of licensed dogs and cats. Clerk Blackwell and Chief Schroeder will send letters to pet owners that do not have a current license.

MAINTENANCE – Jeremy Anderson reported on equipment that the city's insurance company suggested the city purchase to reduce possible work place injuries. The council was supportive of Anderson completing a FEMA grant application that would pay 50% of the costs, up to \$10,000 for the equipment.

MOTION by Rennecke, seconded by Fruetel and carried unanimously to approve payment of the General Bills, check numbers 10056-10085 and 17925-17950, and Fire Bills, check numbers 4547-4559.

MOTION by Anderson and seconded by Rennecke to adjourn the meeting.


Kathy L. Blackwell, Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING AND PUBLIC HEARING**

JANUARY 10, 2013

OATH – Rich Gieser, Jody Fruetel, and Ron Tusha took their oath of office at the newly elected Mayor and City Council Members for the City of Cosmos.

A regular meeting of the Cosmos City Council was called to order by Mayor Gieser at 6:00 p.m. on January 10, 2013, at city hall.

COUNCIL PRESENT – Mayor Rick Gieser, Council Members Terry Anderson, Jody Fruetel, Tom Rennecke, and Ron Tusha.

ALSO PRESENT – Kathy Blackwell, Brent Schroeder, Chuck Lietzau, Gary Martin, Jeremy Anderson, Barry Glienke, Judy Raske, Sherri Broderius, Joel Gratz, Terry Dean, and Jon Fruetel.

AGENDA – Clerk Blackwell suggested and the council agreed that the agenda be amended to delete an item under unfinished business and add two items under new business.

TH4 PROJECT – Engineer Glienke reported that the apparent low bidder on the TH 4 project is Reiner Contracting out of Hutchinson. MN DOT will award the bid following review of all the bids.

PETITION FOR IMPROVEMENTS – Cosmos Industries Board members Gary Martin and Chuck Lietzau submitted a petition for improvement for infrastructure in the industrial park.

MOTION by Gieser, seconded by Fruetel and carried unanimously to approve Resolution 2013-2 declaring adequacy of petition and ordering the preparation of a report of improvements to the industrial park.

MOTION by Gieser, seconded by Anderson and carried unanimously to approve Resolution 2013-1 setting license fees, expense reimbursement schedule, and appointments for 2013.

MOTION by Fruetel, seconded by Rennecke and carried unanimously to approve the meeting minutes from December 13, 2012.

MOTION by Anderson, seconded by Rennecke and carried unanimously to approve the September 30, 2012 Financial Statement.

MOTION by Gieser, seconded by Anderson and carried unanimously to approve the preliminary list of properties identified to be included in a TIF Redevelopment District.

MOTION by Fruetel, seconded by Tusha and carried unanimously to authorize the inspection of the properties identified to be included in the TIF Redevelopment District.

SCHOOL – School Board Member Judy Raske, Board Chair Joel Gratz, and Superintendent Sherri Broderius presented an annual update on behalf of the school district. It was noted that the district is seeking a buyer for the former elementary building in Cosmos.

PUBLIC HEARING – Mayor Gieser opened a public hearing on the establishment of a rural and urban service district at 7:33 p.m.

BENEFIT – The council and affected property owner Terry Dean discussed several options and considerations in calculating a rural service rate. No other affected property owners were present at the hearing.

HEARING CLOSED – Mayor Gieser closed the public hearing at approximately 8:01 p.m.

MOTION by Gieser, seconded by Anderson and carried unanimously to adopt Ordinance 2013-1 establishing a rural and urban service district within the municipal limits of the City of Cosmos and that set the rural district rate at two times the township rate.

MOTION by Fruetel, seconded by Gieser and carried unanimously for the city to contribute \$100 more per month towards single or family health insurance coverage for full-time employees and to add a second floating holiday per year, effective in 2013.


MOTION by Gieser, seconded by Rennecke and carried to have Jeremy Anderson begin assisting with utility billing and work 40 hours per week. Anderson abstained from the motion.

MAINTENANCE – The council approved Jeremy Anderson's and Dale Thomas's attendance at the MN Rural Water conference in March.

FIRE – Chief Fruetel reported that the old grass rig is in need of radiator repairs. The township meeting will be held at 7:00 p.m. on February 19, 2013 at the legion.

MOTION by Rennecke, seconded by Fruetel and carried unanimously to approve payment of the General Bills, check numbers 17888-17922 and 10001-10055, and Fire Bills, check numbers 4525-4546.

MOTION by Anderson and seconded by Tusha to adjourn the meeting.


Kathy J. Blackwell, Clerk/Treasurer