



COTTAGE GROVE CITY COUNCIL

September 4, 2024

12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MINNESOTA 55016

TRAINING ROOM - 7:00 PM

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A Hispanic Heritage Month Proclamation
Staff Recommendation: Receive the Hispanic Heritage Month Proclamation.
 - B Cottage Grove Food Truck Festival and Dowdle Update
Staff Recommendation: Receive the Cottage Grove Food Truck Festival and Dowdle update.
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (7-10-2024)
Staff Recommendation: Approve the July 10, 2024, Special Meeting Minutes.
 - B City Council Special Meeting (7-24-2024)
Staff Recommendation: Approve the July 24, 2024, Special Meeting Minutes.
 - C City Council Special Minutes (7-31-2024)
Staff Recommendation: Approve the July 31, 2024, Special Meeting Minutes.
 - D City Council Meeting Cancellation - September 18, 2024
Staff Recommendation: Approve the cancellation of the September 18, 2024, Council meeting.
 - E On-Sale Temporary Intoxicating Liquor License - Spiral Brewery, LLC
Staff Recommendation: Authorize issuance of a temporary intoxicating liquor license to Spiral Brewery, LLC for "the Zywiec's Garden Centers Haunting Experience located at 10900 East Point Douglas Road South on October 18-19, 2024 and October 25-26, 2024.
 - F Gambling Permit - Cottage Grove Chamber of Commerce
Staff Recommendation: Authorize issuance of a single-occassion gambling permit to Laurie Lavine on behalf of Cottage Grove Area Chamber of Commerce to conduct a raffle at 8617 West Point Douglas Road #150 on December 11, 2024.
 - G Massage Therapy License - Yungang Wang
Staff Recommendation: It is recommended to not approve the Massage Therapy License application for Yunfang Wang to operate as a massage therapist at Summer Spa in Cottage Grove, given the applicant does not meet the requirements outlined in City ordinance (3-7-3) which states applicants must graduate from an accredited school recognized by the United States Department of Education and/or pass the MBLEx exam.

- H Washington County Worksite Wellness Grant
Staff Recommendation: Authorize the Wellness Committee on behalf of City staff to apply for the Washington County Worksite Wellness Grant through the Statewide Health Improvement Partnership (SHIP).
- I Rental License Approvals
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
- J 2025-2026 Sergeants Labor Contract
Staff Recommendation: Approve the 2025-2026 labor contract with the Sergeants union. All wage and benefits costs have been budgeted for the 2025 budget.
- K AuthX Software Agreement
Staff Recommendation: Approve the AuthX software agreement as reviewed by the City Attorney and authorize the 3-year software agreement payable annually.
- L CJN eBriefing Agreement
Staff Recommendation: Staff recommends the approval of the CJN Agreement as reviewed by the City Attorney and the subscription for the eBriefing application.
- M Low Zone Water Tower Approve Plans & Specs and Authorize Bidding
Staff Recommendation: Adopt Resolution 2024-128 approving the plans and specifications and authorizing bidding for the Low Zone Water Tower Project.
- N CP Rail Utility Occupancy License
Staff Recommendation: Approve the utility occupancy license with the Soo Line Railroad Company, dba Canadian Pacific, with minor modifications by the City Attorney.
- O Order for 2025 Vac Truck
Staff Recommendation: Authorize staff to order a vac truck for an amount not to exceed \$700,000.
- P Ravine Parkway Bridge Sealing – Quote Award
Staff Recommendation: 1. Adopt resolution 2024-124 approving the PCiRoads, LLC Proposal for the MMA Flood Sealing of Ravine Parkway Bridge project in the not-to-exceed amount of \$18,313.20. 2. Authorize the appropriate officials to sign all necessary documents to effectuate this project.
- Q Jamaica Ave Trunk Storm Realignment – Approve Plans and Specs, Authorize Bidding
Staff Recommendation: Adopt Resolution 2024-126 approving the plans and specifications and authorizing bidding for the Jamaica Avenue Trunk Storm Sewer Realignment Project.
- R 2025 PM – Jetting/Televising Quote Award
Staff Recommendation: Adopt Resolution 2024-125 awarding the 2025 Pavement Management – Televising and Cleaning Project to the accepted quote supplied by American Environmental in the amount of \$43,612.25 and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.
- S Minor Subdivision and Variance - 9016 Kimbro Avenue South
Staff Recommendation: Adopt Resolution 2024-123 approving the minor subdivision subdividing a 6.45-acre parcel of land (PIN 2302721120005) into one 3.10-acre parcel and one 3.35-acre parcel and a variance to the minimum front width of a new parcel.
- T Glacial Valley Estates 2nd Addition - Plat Correction
Staff Recommendation: Authorize the Mayor and City Clerk to sign the Land Surveyor's Certificate of Plat Correction for Glacial Valley Estates 2nd Addition.
- U Summer Valley Plat Correction
Staff Recommendation: Authorize the Mayor and City Clerk to sign the Land Surveyor's Certificate of Plat Correction for Summer Valley.

- V Communications Manager
Staff Recommendation: Approve the hiring of Phil Jents as Communication Manager at Grade 21, Step 3 (\$110,094.00) of the Non-represented Pay Plan.
- W Tobacco License - Cottage Grove Vape, LLC
Staff Recommendation: Approve the Tobacco application for Cottage Grove Vape, LLC, located at 8599 West Point Douglas Road Suite 200, Cottage Grove, Minnesota.
- X Local Option Sales Tax Referendum Question
Staff Recommendation: Adopt Resolution 2024-131 approving the modified referendum questions on the November 5, 2024, ballot to impose a local option sales tax for Hamlet Park, Mississippi Dunes Park and River Oaks Golf Course and Event Center.

8 Approve Disbursements

- A Approve Disbursements

9 Public Hearings

10 Bid Awards

11 Regular Agenda

- A Adopt Preliminary Property Tax Levy
Staff Recommendation: Adopt Resolution 2024-127, Adopting the Proposed Preliminary 2024 Property Tax Levy, Collectible in 2025.

12 Council Comments and Requests

13 Workshops - Open to Public

14 Workshops - Closed to Public

15 Adjournment