

CITY COUNCIL MEETING

A work session was held at 3:30 P.M. and the regular meeting of the Coleraine City Council was held at 4:00 P.M., Monday, February 12, 2018, in the council chambers of Coleraine City Hall. Members present: Mayor Jim Hagen, councilpersons Jeff Troumbly, Ryan Stish, Peggy Smith and Mary Drewes.

WORK SESSION

3:30 P.M.

Nancilyn and Jeff Nail addressed the council requesting possible use of the old fire hall for bike and beach shop in conjunction with Christa Berg's group. They wish to lease the space, beginning as early as this spring. Allison Butterfield did not attend work session. Mayor Hagen requested discussion of health insurance for tentative Teamster negotiations on February 15, 2018. Councilperson Smith mentioned a scheduled Project Read book giveaway on 7/19/18 at Cotton Park Beach.

REGULAR MEETING

4:00 P.M.

The regular meeting was called to order at 4:00 p.m. Moved by councilperson Stish and seconded by councilperson Smith to approve the consent agenda as presented. Roll call: Ayes: Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

Councilperson Smith, with support by councilperson Drewes, moved to approve the meeting agenda deleting setting of a public hearing for CBT under New Business, and moving into closed session for Clerk's Position under Old Business. Ayes: all. Nays: None. Motion carried.

PUBLIC COMMENTS: none

DEPARTMENT HEADS

Street:

Interim Supervisor Bertram addressed council. He inquired about library ceiling, and what, if any, work should be done? He was told to look at it to determine if it was within his scope. Councilperson Smith asked Bertram about purchase of new vacuum for library, to which he replied the librarian planned to purchase it. Bertram asked to amend the excess budget for 2017 for use in 2018 toward the purchase of bucket truck. Mayor Hagen will discuss this with City's auditor. Discussion about pumps followed. Resident asked Bertram to check vacuum in Nyberg Center because it's not working well.

Police:

Chief Mjolsness presented his report. The department is losing some officers and will hire some officers. Councilperson Smith moved to allow PD to update the AED defibrillators as necessary, and bill the updates out to appropriate departments. Motion supported by councilperson Drewes. Roll call: Ayes: Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

Fire:

The TLFDD is busy. Mjolsness informed the council that the unorganized area which is covered by TLFDD has petitioned the County for coverage from Greenway Fire Dept, and a hearing with County Board is scheduled for March. He indicated that losing that coverage area means loss of revenue to the department by approximately \$8000.

Committees and Commissions:

- **Mt. Itasca:** Councilperson Drewes indicated that the bitter cold has not been good for ski hill.
- **T.L. Fire Board:** Hagen attended, reported that there will be change in their financial reporting.
- **Greenway Jt. Rec. Board:** Delich reported all is good.

Attorney:

Attorney Dimich presented documents for **CBT forcemain project**.

- He presented 2 easements and explained that 26 easements in total will be completed. To date, only Taconite’s easements are complete and recorded. Moved by councilperson Smith to accept easements as presented for CBT project, with support by councilperson Stish. Roll call: Ayes: Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion carried.
- Dimich has been working with SEH on language for Right of Way certificate forms for NRRI, St of MN, Rail authority and County.
- Moved by councilperson Smith, with support from councilperson Drewes, to adopt resolution accepting financing for CBT project through a \$3 million Rural Development loan for which Coleraine will be fiscal agent. Roll call: Ayes: Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried.
- Dimich presented the Legal Services Agreement, agreeing to provide legal representation for CBT during the project.

Moved by councilperson Smith to amend Ordinance 8.51 **Blight**, with Chapters 8.52-8.98 now labeled as “reserved,” presented by the Planning Commission and recommended by attorney Dimich. Supported by Troumbly. Dimich stated that this is an amendment named 8.51 under Chapter 8, Public Protection, Crimes and Offenses, of City Code book. Planning believes that this should be a standalone ordinance under zoning ordinance, as Chapter 13. The council moved on the attorney’s recommendation. Roll call: Ayes: Smith, Troumbly, Drewes, Stish, and Mayor Hagen. Nays: none. Motion carried.

NEW BUSINESS:

1. Interim Clerk Roy discussed **amending 2018 City budget** to delete Fire Dept. payroll and to have only one line item in City budget dedicated to TLF. She will bring updated budget to next meeting for review.
2. Moved by councilperson Smith, and supported by councilperson Drewes to offer **summer employment** to a Greenway high school student for up to 15 hours per week between Library and City Hall. Roll call: Ayes: Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried.
3. Mayor Hagen moved to increase **labor rate** by \$1.15 to bring it to same rate as **light equipment rate**. Councilperson Drewes asked to further review street department jobs and job descriptions as a council, and to put on a future meeting agenda.
4. The Council discussed moving accounting process to OSA **CTAS** accounting software later this year, after seeing some of the reporting that is offered. Council will discuss with auditor at exit conference.
5. Documentation was presented stating that the **Teamster grievance** was dropped.

OLD BUSINESS:

Councilperson Drewes moved, with support from councilperson Smith, to move the Coleraine Bovey Sweeper account in total to Bovey. Roll call: Ayes: Drewes, Smith, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

Council concerns/comments:

Drewes: Highlighted IRRRB Business Retrofit Program brochure, and asked if businesses in town are aware of this program.

Stish: none.

Smith: Wonders if abatement charges City paid for 210 Hartley can be assessed to homeowner’s taxes. Attorney Dimich indicated that this can be done.

Asked if lease ready for Boys and Girls Club and City for use of old PD. Attorney Dimich prepared lease which City and B&G Club will sign.

Completed first aid inventory for City; per Auditor no personal use items should be in those kits, and have been removed.

Troumbly: none.
Hagen: none.

Council recessed into **closed session** at 5:30 pm for **City Clerk's Position**

Mayor Hagen moved and councilperson Stish supported to end closed session at 6:20 pm.

Ayes: All. Nays: None Motion carried.


ASSIGN TO NEXT AGENDA: 2.26.18 (so far!!)

- **City Industrial lot**
- **Solar Power**
- **Employee Policy Manual**
- **Advertise for public works superintendent**
- **2018 budget amendment**

Moved by councilperson Smith and supported by councilperson Troumbly to adjourn the meeting at 6:20 P.M. Ayes: All. Nays: None. Motion carried.



Jim Hagen, Mayor



Mary Roy, Interim Clerk