

## 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 on Monday, June 25<sup>th</sup>, 2018, in the council chambers. Members present: Mayor Hagen, Councilpersons Smith, Drewes, Stish, and Troumbly.

### WORK SESSION

**3:30 P.M.**

Councilperson Drewes used the work session to provide and go over a two page written overview of what she thought were important points from a book entitled *Extreme Leadership: How U.S. Navy Seals Lead and Win*, by former navy seals Jocko Willink and Leif Babin. A third page was provided which detailed her thoughts on the "Duties of the City Council in providing team leadership" and what she thought should happen moving forward. Other particular concerns were expressed verbally. A discussion ensued.

Concerns with the health insurance of AFSCME members, one employee's coverage, how to handle an employee's concerns, and concern with how a donation to the library was handled were also discussed.

Mayor Hagen will contact Attorney Dimich to discuss having a closed meeting to discuss issues.

### REGULAR MEETING

**4:03 p.m.**

The regular meeting was called to order at 4:03 p.m. followed by the Pledge of Allegiance.

Moved by Councilperson Drewes and supported by Smith to **approve the consent agenda** which included the minutes of the 6.11.18 council meeting, correspondence and **claims totaling \$102,036.31**. Roll Call: Ayes: Drewes, Smith, Troumbly, Stish, and Mayor Hagen. Nays: none. Motion carried. Councilperson Smith, with support by Drewes, motioned to **approve the meeting agenda with the addition of JPA with NESC, ACH withdrawal by NESC, and a donation to the Library**. Ayes: all, Nays: none. Motion carried.

### PUBLIC COMMENTS:

There was concern by Holly Guyer regarding what she felt was a data breach of private information and asked if the people on this list would be notified. Mayor Hagen assured her that this was an internal issue, there was more to the story, and not an actual data breach. She was glad to see that the correspondence included a handout on public and private personnel data and data privacy. Mayor Hagen indicated that the issue will also be discussed in the closed meeting yet to be scheduled.

### DEPARTMENT HEADS:

#### Library

Councilperson Smith presented an overview of the printed report included in correspondence. Motion by Smith with support by Stish to **accept two cash donations and a donation of a stove to the library**. Ayes: all. Nays: none. Motion carried.

#### Golf Course

Mayor Hagen provided an overview of the recent work session held at the golf course. A nice history was provided by Mike Barle at the meeting. Hagen's comments were that the profit margin continues to diminish, the membership/usage remains stable, and they are no longer self-supporting. There was brief discussion about not making the \$35,000 payment to the city and the TIF agreement. A comment was made that the fundraiser was well attended.

### **Planning**

Lloyd Anderson presented Planning and Zoning recommendations for the renaming of streets and providing physical addresses for the Hollywood area. Motion by Councilperson Smith, supported by Stish, to **rename old County Road 440** (what many refer to as the Cemetary Road) **to Autumn Lane**. Roll Call: Ayes: Councilpersons Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion carried. Second motion by Smith with support by Stish to **rename the road between the current Division Street and County Road 10 to Roosevelt Street, assign physical addresses to the Hollywood location, rename Division Street to Cotton Park Drive and install new signage with the name of Cotton Park Drive at the intersection of Trunk Highway 169**. Roll Call: Ayes: Councilpersons Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

It was noted that mail delivery will be unaffected and residents will need to be notified of the changes. Lloyd and the City Clerk will work with Dave Bily to follow the proper procedure of notifications. The effective date will be after the primary election so as not to disrupt resident voter registrations.

There was an inquiry on blight issues. The party on Mitchell has until the 29<sup>th</sup> (the 10<sup>th</sup> day) to resolve the issue. If the issue is not resolved this will be turned over to the Police Department on Monday, July 2<sup>nd</sup>.

Lloyd inquired on the status of the demolition of the burned out house and was told this was supposedly going to happen this Wednesday (June 27<sup>th</sup>).

### **Golf Course**

The golf course was revisited as Mike Barle came into the meeting at approximately 4:25. Mike thanked everyone for their attendance at the work session. He made note that this was the 23<sup>rd</sup> season of the golf course. The course is in good shape. Due to weather they had a poor April, a strong May, and June looks good. He reported that insurance information had been sent to the City, which the Clerk confirmed.

He also appreciated the comments during the work session regarding MN Labor Laws. They have checked the age of each of their employees. Only one employee is under 18 and they have developed other tasks for this employee to do so as not to be in violation.

Mike reported that the Anniversary fundraiser went well and so far they have raised about \$2500. 110 people were in attendance for dinner and there were 60 golfers.

### **Greenway Joint Recreation Board**

Minutes from the last board meeting were included in Council correspondence. No representative was in attendance.

### **Clerk's Report**

Clerk Anderson provided a lengthy written report and touched on its highlights. Of concern was locating documentation regarding the Ski Hill and TIF #4 with Charlie Logering. She is still working on these issues.

Anderson reported that there was a request for public information by American Transparency that must be answered, and that she is working on recommending formal policy using LMC models regarding data privacy and public information requests for the council to review and consider.

Anderson provided a brief synopsis of things covered at LMC's Clerk's Orientation Conference she just attended as well as the hottest topic in the Legislature for MN cities.

A brief explanation on the level of documentation required to pay claims was given using her recent mileage and meal reimbursement request as an example.

Lastly, Anderson stated that she had attended one of the first of election trainings required of her. She made mention that she is recruiting for election judges (we need five – have only one) and that the Council should consider raising the election judge rate of pay. The City currently pays below minimum wage. This will be put on the Agenda for the next Council meeting.

#### **NEW BUSINESS:**

Bob Beaver from SEH provided a final payment invoice to Casper Construction for the Hawkins Ave. project. He reported that the work came in under budget, there were no change orders, and the IC-134 withholding affidavits have been sent and received. Once the payment has been made, he will work on the appropriate assessments. Motion by Councilperson Smith, supported by Drewes, to **approve the final payment to Casper Construction in the amount of \$39,190.61 for the Hawkins Avenue project.** Roll Call: Ayes: Councilpersons Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

Motion by Councilperson Stish with support of Smith to **accept the park bench donation from the Ardis Rhoades family to be placed near the band shell in Longyear Park.** Roll Call: Ayes: Councilpersons Stish, Smith, Troumbly, Drewes, and Mayor Hagen. Nays: none. Motion carried.

Motion by Councilperson Drewes, supported by Troumbly, to **pay the bill from Scooter's Septic Service of \$450** as recommended by the Public Utilities Commission. Roll Call: Councilpersons Drewes, Troumbly, Smith, Stish, and Mayor Hagen. Nays: none. Motion carried.

Motion by Councilperson Smith with support of Stish to accept the recommendation of the Library Board to **hire applicant as a part-time, casual Librarian Assistant.** Roll Call: Ayes: Councilpersons Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

The street name changes and the renumbering of the Hollywood location were covered earlier in the Planning Report session.

There was a lengthy discussion about a data privacy issue. This will be addressed at a later time and discussed in a closed meeting after Mayor Hagen checks with the City Attorney.

The Joint Powers Agreement requested by NESC to be signed was discussed. Councilperson Drewes reported that she had checked with Ms. Mellsmoen and the City will not be held to the clause that prevents the City from going out for bids with another insurance carrier for 6 months. She recommended that the Council approve and sign the agreement. Motion by Drewes with support by Troumbly that the City **approve and sign the Joint Powers Agreement with NESC.** Roll Call: Ayes: Councilpersons Drewes, Troumbly, Smith, Stish, and Mayor Hagen. Nays: none. Motion carried. Clerk Anderson will notify Ms. Mellsmoen.

Motion to **approve the ACH automatic withdrawal of funds directly from the City of Coleraine bank account by NESC** made by Smith, supported by Drewes. Roll Call: Ayes: Councilpersons Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried. Clerk Anderson will again notify Ms. Mellsmoen and Deputy Clerk Roy to make the appropriate arrangements.

Discussion ensued on what to do about one employee in limbo with health insurance. Mayor Hagen reported on his discussion with said employee and what the employee wants. Further discussion was stopped as it was determined that the discussion is actually a negotiation. Moved by Smith, supported by Drewes, that the **Council delays further discussion until a closed negotiation session can be set up.** Ayes: all. Nays: none. Motion carried.

#### **OLD BUSINESS**

Swing Set for Longyear Park – Mayor Hagen reported that he hasn't heard anything from the funding requests he has made.

**Solar Power** – Mayor Hagen reported that the legal documents are being reviewed by Attorney Dimich who has reached out to the LMC. There are some concerns with the document and several questions. Councilperson Troumbly suggested the City have someone come in from Minnesota Power who is familiar with solar power available and to look at this more. He suggested that the City hold off and do more exploration and fact finding with other options.

Public Works Supervisor position. Mayor Hagen, with input by Councilperson Troumbly, presented an overview of applicants and how the committee came to the recommendation they did. Successful applicant will be on a six month probationary period and it will be stipulated that he obtain the required license within six months. It was also noted that individual must join the Teamsters Union and be put on Teamsters Insurance. Motion by Drewes with support of Stish to **appoint Harry Bertram to the position of Public Works Supervisor with stipulations**. Roll Call: Ayes: Councilpersons Drewes, Stish, Troumbly, and Mayor Hagen. Councilperson Smith abstained. Nays: none. Motion Carried.

#### Council concerns/comments

Drewes: Reported that the Police Collaboration Committee had a good meeting going over a potential Joint Powers Agreement. Mayor Hagen inquired as to what the goal of the committee was; e thought it was one department for both towns. Drewes stated that the goal was to have a Joint Powers Agreement. There was a bit of discussion around this. It was also reported that there is a lot of vandalism in the park.

Drewes had a further concern about the Outdoor Trout Lake Activity Center along with the condition of the old fire hall building and the cost involved in bringing the building up to a level that would work for the Center. Drewes indicated that she knows someone in the restaurant business who is interested in the building.

Stish: none

Troumbly: none

Smith: There is a problem with the new raft at Cotton Beach as it easily tips. The Lifeguards have reported that this is a safety concern. Discussion ensued about how to stabilize the raft. This will be taken care of.

Smith also reported that the Boys and Girls Club have been bringing kids down to the beach frequently and have asked for a third lifeguard. Another one will be scheduled to accommodate this request.

Mayor Hagen reported that Bertram is having many issues at the Water Treatment Plant. There is a problem with the variable frequency drive that controls the water pumps and filtration. Bertram wants to order another one for about \$2,600. Hagen told him to go ahead and get what he needs.

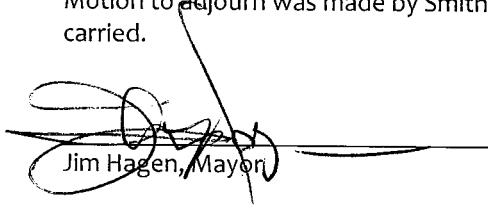
There are issues that need to be discussed in a closed meeting as stated earlier – data privacy issues and to formulate what the City wants to offer an employee to move to teamster insurance. Mayor Hagen will clear this with Attorney Dimich before a closed meeting can be held. Potential of holding a closed session after the regular Council meeting on July 9<sup>th</sup>.

ASSIGN TO NEXT AGENDA: July 9, 2018 (so far)

- Solar Power – meeting with representative from Minnesota Power
- Status of Road name changes, signage and the renumbering of Hollywood
- Swing Set for Long Year Park
- Status of Barber House demolition

- Acceptance of Election Judges
- Election Judges and Head Judge pay rates

Motion to adjourn was made by Smith at 6:20 p.m., supported by Troumbly. Ayes: All. Nays: None. Motion carried.



Jim Hagen, Mayor



Briana Anderson, Clerk-Treasurer