

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, October 8th, 2018, in the council chambers of Coleraine City Hall. Members present: Mayor Pro-Tem Smith, Councilpersons Mary Drewes, and Jeff Troumbly. Mayor Hagen and Councilperson Stish gave notice that they would be late.

WORK SESSION

3:30 P.M.

Mayor Pro-Tem Smith opened the work session with a request to discuss any issues, concerns, or statuses. Betty Moran brought up an issue with adjoining property that she understood was only a half a lot. She wants to know if the lot is considered a buildable lot. She would like to know if she has any rights in preventing someone from building there. The issue will be brought to the Zoning & Planning Commission.

REGULAR MEETING

4:00 P.M.

The regular meeting was called to order at 4:00 p.m. by Mayor Pro-tem Smith followed by the Pledge of Allegiance.

Moved by Councilperson Drewes and supported by Troumbly to approve the consent agenda, with the removal of clothing reimbursement (\$83.57) of employee from claims for further discussion; adjusted total is \$41,254.12. Roll Call: Ayes: Councilpersons Drewes, Troumbly, and Mayor Pro-Tem Smith. Nays: none. Motion carried. Councilperson Drewes, with support by Troumbly, motioned to approve the meeting agenda with the addition of discussion of employee clothing allowance reimbursement request. Ayes: all, Nays: none. Motion carried.

PUBLIC COMMENTS:

None.

DEPARTMENT HEADS:

Street:

Public Works Supervisor Bertram spoke of water usage and recent issues; currently using about 100,000 gallons a day. There is concern with the lines that go under the school. According to Bertram, those lines are 100 years old. He suggests a plan be developed with the school.

It was reported that communication was lost between the tower and the plant over the weekend.

The signs ordered due to street name changes are in; some will require state approval regarding placement. Nothing will be done until after the General Election due to Lloyd Anderson's request.

The new swing set has come in and a place has been found to store it. The raft still needs to be stored. The plan is to store the raft outside strapped to a shed inside the perimeter fence of the Wastewater Treatment facility with a tarp over it.

Repairs to plow trucks will need to be made.

Bertram inquired about grading out at the Ski Hill. Discussion surrounded ownership of the property and roads and what work could be done with City equipment and time. **Motion by Drewes with support of Troumbly to go ahead and do the grading keeping track of the time spent.** Roll Call: Ayes: Councilpersons Drewes, Troumbly, and Mayor Pro-Tem Smith. Nays: none. Motion carried.

Bertram informed the council that the inspection on the water tower could not be done by the previous vendor. It was reported that KLM is doing others in the area and have a 15 year contract where they do inspections and schedule repairs. It was requested that KLM come and provide a quote and description of what they will do. Bertram will make the contact.

Mayor Hagen arrived at 4:31 p.m.

Police:

Interim Police Chief Mjolsness provided a written report in Council correspondence. He pointed out that a \$4510 forfeiture has not yet occurred. The use of these funds is restricted to DUI and/or drug related things.

A question was raised on the Liaison Officer. Mjolsness indicated it was going well; both Officer Hussman and the School are pleased.

Mjolsness did indicate that there has been a fair amount of vandalism of vehicles and other objects that the PD has been working on.

Fire Department:

Fire Chief Mjolsness indicated that it is going well. There have been about 230 calls already for this year which is high, but they are hoping to stay under 300.

Committees and Commissions

Ski Hill

Councilperson Drewes reported that it had cost \$5,000 to repair a recent washout. They are currently looking for someone to take care of the food service and another for grooming.

ATTORNEY

Attorney Dimich could not be available at the meeting. He did provide the Clerk with proposed language to revise the rental ordinance regarding septic systems. The current ordinance with proposed language will be provided to the Zoning and Planning Commission for review. **Motion** by Smith, supported by Drewes, **to set the public hearing for the proposed revision to the Rental Ordinance be held Monday, November 12th at 5:00 p.m. (during the regularly scheduled Council meeting).** Roll Call: Ayes: Councilpersons Smith, Drewes, Troumbly, and Mayor Hagen. Nays: none. **Motion carried.**

It was reported that Dimich has not yet received a legal description of the old fire fall property. Mayor Hagen will contact Bob Beaver.

NEW BUSINESS:

Award bid for CBT Forcemain Project – The bid opening was held last Thursday (10/4). A letter and documents were provided in Council correspondence for review. This must be reviewed and approved by USDA-RD before we can proceed. This was **tabled until next meeting.**

\$0.50 increase for part-time library employee – **Motion** by Drewes with support of Smith **to grant a \$0.50 per hour increase to Karla.** Roll Call: Ayes: Councilpersons Drewes, Smith, Troumbly, and Mayor Hagen. Nays: None. **Motion carried.**

Greenway Area Community Fund – **Motion** by Troumbly, supported by Smith **to give Greenway Area Community Fund \$100 for future advertising.** Roll Call: Ayes: Councilpersons Troumbly, Smith, Drewes, and Mayor Hagen. Nays: None. **Motion carried.**

Posting for Coleraine Police Chief – Councilperson Drewes suggested posting this open position. It was suggested that be tabled until ratification of the Union contract. Much discussion followed that may touch on contract negotiation. Further discussion was tabled until closed session.

Joint Tenancy Agreement for Emergency Services Building – There was brief discussion as to why this was not done previously when it should have been. **Motion** by Drewes with support from Smith **to adopt the Joint Tenancy Agreement for the jointly owned Emergency Services Building.** Roll Call: Ayes: Councilpersons Drewes, Smith, Troumbly, and Mayor Hagen. Nays: None. **Motion carried.**

TLFD Equipment Fund Account – **Motion** by Troumbly, supported by Smith **to close the TLFD Equipment Fund savings account with a balance of \$549 and transfer monies to the Trout Lake Fire Department.** Ayes: all. Nays: none. **Motion carried.**

Councilperson Stish arrived at 5:09 p.m.

TLFD Building fund – Mayor Hagen indicated the Trout Lake Fire Department Board is requesting an additional \$5,000 (split 50/50 between the cities of Bovey and Coleraine for the Trout Lake Fire Department Building Fund to cover costs. The \$549 from above would be deducted from Coleraine’s share of \$2500. **Motion** by Troumbly with support from Smith **to give the Trout Lake Fire Department \$1,951 from the city’s general fund to support the TLFD Building Fund.** Roll Call: Ayes: Councilpersons Troumbly, Smith, Drewes, and Mayor Hagen. Abstained: Councilperson Stish. Nays: none. **Motion carried.**

TLFD operating shortfall – Mayor Hagen reported from the TLFD Board that they are requesting \$25,000 to cover an operating shortfall. Coleraine’s portion (65%) would be \$16,250. There was discussion around how and why this happened. This is needed for cash flow and is not an addition to their budget. **Motion** by Smith, supported by Troumbly **to provide \$16,250 to the TLFD to cover operating shortfall.** Roll Call: Ayes: Councilpersons Smith, Troumbly, Drewes, and Mayor Hagen. Abstain: Councilperson Stish. Nays: none. **Motion carried.**

Clothing Reimbursement Request – There was concern that the reimbursement request has come from an employee who has been out on Workman’s Comp since the middle of May and it is unknown whether or not the employee will be returning before the end of the year. The current labor contract was reviewed; it was suggested that the next labor contract be more specific. There was also discussion around past practice. **Motion** by Drewes with support of Stish **to approve the \$82.57 reimbursement request for clothing allowance.** Roll Call: Ayes: Councilpersons Drewes, Stish, Troumbly, and Mayor Hagen. Nays: Councilperson Smith. **Motion Carried.**

OLD BUSINESS:

Snow plowing policy -- Public Works Supervisor Bertram would like the policy clarified to eliminate the number of complaints. Two parts that need clarification: 1) when and how to do the Emergency Services building and 2) the plowing policy itself. Bertram is to set up a meeting with Bovey (Kevin), Mjolsness, and Stish to sit down together and discuss so everyone is on the same page.

Waste Management -- Councilperson Troumbly reported that he has had conversations with Gary Gustason and there are a couple options that might work. Various options and possibilities were discussed. Perhaps one option can be done as a trial project to see how it goes. Troumbly with speak with Gustason again.

Bertram inquired about whether or not the skating rink will be open this year. Other areas are already advertising for rink attendants. There was a discussion on who actually owns the property. This will be placed on the next agenda

Council concerns

Drewes: None

Stish: None

Smith: Concern about whether any water needs to be shut off at the library with the new fountain. Harry will communicate with the Library and figure something out.

Troumbly: None

The meeting was recessed at 5:25p.m. to go into closed session to discuss insurance options in reference to AFSCME negotiations next week.

At 7:26 the closed session was adjourned and the regular meeting was reopened.

Motion by Councilperson Drewes **to post the Coleraine Chief of Police position** which was supported by Mayor Hagen. A lengthy discussion ensued. Roll Call: Ayes: Councilperson Drewes. Nays: Mayor Hagen, Councilpersons Smith, Stish, and Troumbly. **Motion failed.**

Motion by Troumbly with support from Hagen to adjourn meeting at 7:41 p.m. Ayes: all.



Jim Hagen, Mayor



Briana Anderson, Clerk-Treasurer