

## 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. on Monday, July 22<sup>nd</sup>, 2019 in the Council Chambers of Coleraine City Hall.

### WORK SESSION

**3:30P.M.**

All Councilmembers, the Mayor, and the Clerk were present for the work session. Anna Rajala addressed the Council and explained that she had recently purchased the stone Church in town. She stated that she was currently looking for financial help in renovating the building; the Historical Society has no money to help. She is asking for a reevaluation of the property. She was informed that this is done by the County, not the City.

Jane Chamberlain and Cricket Guyer from the Greenway Area Community Fund spoke to the Council to explain the upcoming Oktoberfest event, the high cost of advertising, and to request monetary help in advertising. A letter was provided in Council packets and is on the Agenda for consideration.

### REGULAR MEETING

**4:00 p.m.**

The regular meeting was called to order at 4:00 p.m. followed by the Pledge of Allegiance. A roll call was done by Clerk Anderson. Members present: Councilpersons Stish, Sutherland, Pollard, Troumbly, and Mayor Mandich.

**Moved** by Councilperson Pollard, supported by Stish **to approve consent agenda which included Council meeting minutes of 7.8.19, correspondence, and claims totaling \$2,486.89.** Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, Sutherland and Mayor Mandich. Nays: none. Motion carried.

**Motion** by Councilperson Troumbly, with the support of Stish **to approve the meeting agenda with the addition of the TNT Aggregates (Hammerlund) final pay request for the Emergency Services Building and a citizen/renter complaint on use of the Longyear Park Pavillion.** Ayes: All. Nays: None. Motion carried.

### PUBLIC COMMENTS:

Catherine McLynn, representing Mt. Itasca Ski Hill, expressed appreciation for the road being graded and indicated that the application for regional designation had been reviewed and submitted.

### DEPARTMENT HEADS:

**Library**

A written report was not available at this time.

### **Clerk's Report**

A written report was provided in Council packets which included a City Driving Policy/Cell Phone Use policy for approval due to the law change effective August 1, 2019, an explanation of the bill for the Emergency Services Building, status of the property division of the old fire hall, an employee request, and an expression of appreciation for the help received by the Public Works Department in moving back into City Hall.

### **Committee/Commission/Other Trout Lake Fire Department Board**

Nothing to report.

### **Public Utilities Commission & CBT**

CBT meeting minutes were included in Council packets as well as a financial report on the Public Utilities fund. It was noted that the Minnesota Legislature approved an increase in the drinking water service connection fee from \$6.36 to \$9.72 (an increase of \$3.36) per service effective January 1, 2020; this is an annual fee. Work on the CBT Forcemain project is progressing on schedule.

### **Eagle Ridge Golf Course**

No representation was present; it is unknown when last Board meeting was held. Financials from June 2019 and December 2018 were included in Council packets.

### **Zoning & Planning**

Zoning Officer Lloyd Anderson explained issues the Commission was working on. A public hearing will be held on August 7<sup>th</sup> regarding the rezoning of specific property on the Hwy 169 corridor. The commission is also working on what needs to happen to properly vacate a portion of Mesabi Avenue that apparently had not been recorded with the County.

### **Greenway Joint Recreation Board**

No representation was present. Minutes of the last meeting were included in Council packets for review.

### **Mt. Itasca Ski Hill**

Status of the regional designation application was discussed earlier in the meeting. Catherine McLynn stated there were projects going on.

### **NEW BUSINESS:**

**Oktoberfest Advertising to Greenway Area Community Fund – Motion** by Councilperson Pollard, with support of Troumbly, **to approve giving \$200 to the Greenway Area Community Fund for Oktoberfest advertising.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Stish, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

**Stormwater Retrofit Project** – Tim Frits from Itasca County Soil and Water along with a representative from HR Green explained that the idea is to treat the water going into Longyear Park before it gets to the pond. A detailed report had been provided in Council packets along with a presentation of possibilities and recommendations. Work is still in the concept stage in order to come up with costs for a grant application. With the current concepts, the ballfield and outfield at the Arena will look the same after the work is completed. The Greenway Recreation Association

and Minnesota Power are both supportive of that part of the project. Rain gardens are also recommended at a rough cost of \$7500.00 per garden; the number of gardens and their placement would be determined by council in the analysis stage after a grant is approved.

There was much discussion and various questions were asked. The amount of the grant ask is key. The grant will require a 25% match. To complete everything recommended in the HR Green report it would cost \$1,000,000. It was reiterated that this is still in the concept stage and further analysis and specific details will need to be ironed out and approved after notification of grant approval. Nothing will be completed without prior approval of the Council. It was also stated that the grant would run the course of about 2 ½ years. The amount of the grant ask will need to be approved by the Council before anything else can be worked on towards this project. **Motion** by Councilperson Troumbly, supported by Sutherland, **to approve the conceptual parts of the project and to move forward towards a grant request.** Roll Call: Ayes: Councilpersons Troumbly, Sutherland, Pollard, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

The second ask was for approval on a monetary amount to submit the grant for along with the amount of the 25% match. The match could come from a variety of sources including in-kind contribution. Council requested that this be tabled until the next Council meeting where Mr. Frits can return and provide a breakdown and/or a recommendation of a realistic amount of the grant request.

**KLM recommended repairs to water tower** – Council requested that this be **tabled** until the next Council meeting and more information can be provided.

**Old firehall window damage** – Clerk-Treasurer Anderson presented a brief synopsis. Minors were involved and she has been told that the parents have volunteered to pay for the replacement. Because an insurance claim had already been filed and money has already been received, Council's decision is to determine whether they want the restitution go through the Court system or if they want the Clerk to work privately with the parents for the reimbursement to the insurance company. **Motion** by Pollard with the support of Stish **for Clerk-Treasurer Anderson to work with the parents on reimbursement to the insurance company for the damages.** Roll Call: Ayes: Councilpersons Pollard, Stish, Sutherland, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

**Request of employee to change unions** – request and comments had been covered in Clerk's Report. **Motion** by Councilperson Troumbly, supported by Pollard, **for Clerk-Treasurer Anderson to contact the Bureau of Mediation Services and investigate if possible, how, and what would need to be done.** Ayes: all. Nays: none. Motion carried.

**Liquor License Renewals** – Request is for three establishments at this time – waiting for paperwork on the fourth. **Motion** by Councilperson Stish, supported by Pollard **to renew Off-Sale licenses for both RJ's Market and Bovey Bait, Inc., and to renew the On-Sale and Special Sunday licenses for Eagle Ridge Management Corporation.** Ayes: all. Nays: none. Motion carried.

**Hands Free phone policy** – **Motion** by Councilperson Pollard with the support of Sutherland **to adopt the revision to the City Driving Policy as it relates to Cellular Phone Use as written and presented.** Ayes: all. Nays: none. Motion carried.

**Vacate a portion of Mesabi Avenue** – Most discussion occurred earlier in the meeting with the Zoning & Planning Commission report. More investigation is needed and Attorney Dimich will need to be contacted about how to proceed. This has been **tabled** and will be put on a later agenda.

**Payment to TNT Aggregates for Emergency Services Building** – Information had been provided in Clerk’s Report earlier in the meeting. A brief discussion was held. **Motion** by Councilperson Sutherland, supported by Troumbly **to pay the two bills and invoice Bovey for reimbursement once reporting of past expenses has been given and the amount has been determined.** Roll Call: Ayes: Councilpersons Sutherland, Troumbly, Pollard, Stish, and Mayor Mandich. Nays: none. Motion carried.

**Citizen/Renter complaint on Longyear Park & Pavilion use** – Clerk-Treasurer Anderson explained the detailed complaint received from a resident who rented the facility for a wedding reception this past weekend. **Motion** by Councilperson Troumbly with support of Sutherland **to refund the \$125 paid for the facility rental.** Ayes: all. Nays: none. Motion carried.

**UNFINISHED BUSINESS:**

None.

**Council concerns/comments**

Stish: Commented that City has no Employee Performance Appraisal system in place; suggested working with the supervisors first by holding department head meetings where supervisors can sit down with one or two members of the Council. Consensus was that this was a good idea. Clerk-Treasurer Anderson will send out a google calendar to department heads and the whole council to attempt to set the first one up.

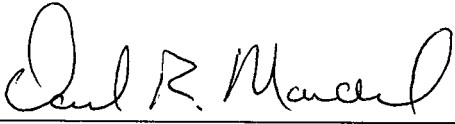
Troumbly: None

Pollard: None.

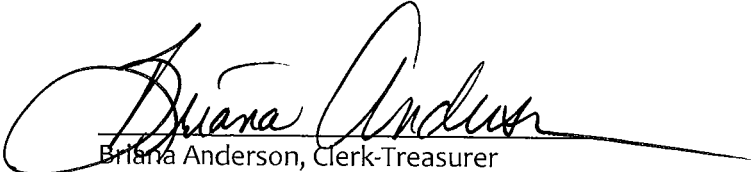
Sutherland: None.

Mandich: Stated that he will be attending a noxious weed seminar in Wabana in October.

A motion to adjourn was made by Councilperson Pollard at 6:16 p.m., supported by Sutherland. Ayes: All. Nays: None. Motion carried.



Dan Mandich, Mayor



Briana Anderson, Clerk-Treasurer