

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, April 9, 2018, in the council chambers of Coleraine City Hall. Members present: Mayor Hagen, Councilpersons Jeff Troumbly, Ryan Stish, Mary Drewes, and Peggy Smith.

WORK SESSION

3:30 P.M.

Lori Kangas-Olson addressed the Council regarding declaring this week Boys & Girls Club week in the Greenway Area—City of Coleraine. She provided a proclamation to be signed under new business. Consensus was that this will be approved; it's under new business.

Simone Fillbrandt then addressed the council regarding the possibility of leasing the old fire hall in the short term with the possibility of turning it into the long term. The space that they really want to lease is for storage of their big trucks. A discussion followed regarding that possibility and another project being completed by RJ Herdman. Councilperson Troumbly will contact Mr. Herdman regarding his building project and get the two parties in touch with each other. Mrs. Fillbrandt was asked to hold off until this communication occurs.

Mrs. Fillbrandt also inquired regarding the possibility of entering into a contract with the City for maintenance/waste water main line cleaning. Mayor Hagen will talk with the Street Department to see if we have any trouble spots; please come back with a proposal including cost per foot for the council to review.

REGULAR MEETING

4:00 P.M.

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

Moved by Councilperson Smith and supported by Stish to approve the consent agenda, with claims totaling \$25,852.25. Roll call: Ayes: Smith, Stish, Troumbly, Drewes and Mayor Hagen. Nays: none. Motion carried. Councilperson Smith, with support by Drewes, moved to approve the meeting agenda with the addition of the Picture of the Trout Lake Concentrator under new business. Ayes: all. Nays: none. Motion carried.

PUBLIC COMMENTS: none

DEPARTMENT HEADS

Street:

Interim Public Works Supervisor Bertram was unable to attend the meeting and provide a report. It was reported by Mayor Hagen that we have not yet received the bucket truck as repairs were still being made; it will be another week before we receive it. There is concern about the holiday lights still being up and the street crew has been asked to at least unplug them. This cannot be done without the bucket truck and the suggestion was to borrow the bucket truck from Cohasset. Mayor Hagen will talk to street Dept.

Mayor Hagen reported that Bovey is not in a position to purchase ½ of the truck and there was a suggestion that we come up with an hourly rate for using the truck. There was concern from the audience that if we put the truck into another City that we should require a trained operator go with it. There appeared to be consensus in the room. Councilperson Stish recommended that we come up with a rental contract so that it is not just a verbal agreement.

It was reported that the Brush Policy Notice was going out in the newsletter. Lastly, Clerk-Treasurer Anderson reported that Coleraine Clean-Up day will be May 16th and a list of acceptable/unacceptable items will be included with the newsletter that should go out next week.

Police:

Interim Chief Mjolsness presented the department monthly report. He reported that the new signs for Roosevelt were not placed correctly; he will contact the street department to change the height.

Mjolsness reported on the status of a request from Mayor Breen of Marble to provide an officer for blight assistance and some visibility. They are looking for 3 to 4 hours a week. Mjolsness is working on a potential agreement and an hourly rate to provide this service. Questions were asked and a discussion ensued.

During the discussion it was brought up that City residents would like more police presence and business checks. A councilor felt that regularly scheduled officers are too busy, work too much over-time, and that the pool of part-time officers was low. In response, it was brought up that there is much turn over with part-time officers because they do not get enough hours and perhaps the additional hours will help keep them.

It was mentioned that Cohasset contracts with a retired police officer as a security officer to handle blight, nuisance, and other issues as well as providing a presence in their City. It was suggested that this information be shared with Mayor Breen by Mayor Hagen.

It was reported that this would not be done by a normally scheduled patrol but would be picked up by an officer not scheduled, thereby not costing the City. The hourly rate charged in the agreement would include any costs. It was made clear that this is not intended to replace the Sheriff's Department. Mjolsness indicated that should this be pursued it would be a month to month agreement or a specific time period agreement to see how it works out. Mayor Hagen asked Mjolsness to tread lightly but continue to work on a proposal and bring back at a later date.

Fire Department:

Chief Mjolsness presented his report. 90 calls to date this year. He stated that a couple of test burns have been tried but the ground is still too wet.

Committees & Commissions

Mount Itasca Ski hill

Councilperson Drewes reported off season activities are going well and they busy writing grants. There is a meeting tonight. No official word on who will take over the management.

Councilperson Smith is working with last year's lifeguard supervisor on the process of hiring for the upcoming season. City will post in paper(s), possibly on Indeed and MN Works and he can also solicit youth from YMCA program which has been done in the past.

Mayor Hagen has gotten a quote for the raft and has sent out letters requesting donations for the purchase of it. Council will be updated as information comes in.

Attorney:

Mayor Hagen asked what the status was of a resident's blight ticket court appearance. Attorney Dimich reported that we are waiting for a court date.

NEW BUSINESS:

Moved by Councilperson Smith, supported by Councilperson Stish to **approve the proclamation and declare the week of April 9th as Boys & Girls Club week in the City of Coleraine.** Roll call: Ayes: Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

Moved by Councilperson Drewes, supported by Troumbly for the City to **sign a national letter urging Congress to provide at least \$3.5 billion for the Community Development Block Grant (CDBG) Program in FY 2019 appropriations.** Ayes: All, Nays: None. Motion carried.

An “**Agreement for the Division of Maintenance Responsibilities for East Rangeline Road and Baich Road with Trout Lake Township**” was presented by Clerk-Treasurer Anderson. The current agreement expires April 30th, 2018. This Agreement will run May 1, 2018 till April 30th, 2020. Any improvements to roads must obtain mutual board approval from the City of Coleraine and Trout Lake Township. Moved by Councilperson Smith, supported by Councilperson Drewes to **accept and sign agreement**. Roll Call: Ayes: Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

A certified letter from the Itasca County Land Department was presented to the Council. The letter was in reference to two separate properties within the City that will be going up for auction due to non-payment of property taxes. One is Parcel ID #88-420-0740 (212 Gayley Avenue) and the other is Parcel ID #88-001-4343 (a strip of property in front of the Erickson’s home on 440-north of the Cowboy Church). Clerk-Treasurer Anderson informed the council that the city is always notified prior to an auction of tax forfeited property when within their City in case the City wants to pursue obtaining the property for public use. Take no action and the County will consider the sale approved. Councilperson Smith, supported by Stish motioned to **take no action**. Ayes: All, Nays: None. Motion carried.

A 3’ x 5’ picture of the old Trout Lake Concentrator has been offered to the City to purchase for \$100 by Tom Nemanick of Gilbert. A brief discussion ensued. A motion was made by Councilperson Troumbly and supported by Drewes to **offer Mr. Nemanick \$25 for the picture**. Ayes: All, Nays: None. Motion carried. Mayor Hagen will contact Mr. Nemanick.

OLD BUSINESS:

IRRRB Cultural/Rec grants for Beach Dock and Raft – grant deadline has passed. This is tabled until we know whether or not we get money for the raft.

Old Fire Hall – Mayor Hagen reported that Christa Berg is working on a grant proposal for a potential Trout Lake Outdoor Education and Activity Center using the old Fire Hall and is hoping that the school will tap onto the grant application. The earliest anything will happen is in the fall of 2019. There is an easement issue that still needs to be resolved. Mayor Hagen will keep the Council informed and a proposal is likely.

Fire suppression system quote/update – Clerk-Treasurer Anderson reported that Kvilvang was here doing an inspection this morning. The stove has been tagged because of an electrical short when moved; this presents a fire hazard if used. Parts have been ordered for the fire suppression system the parts will be installed and the system will be operational by the end of the week so that the stove can be used. Anderson was informed that the duct work does not meet code. Interim Public Works Supervisor Bertram will be given a full report of work done and recommendations for future.

Solar power – Mayor Hagen informed the council of the talks going on and is going to meet with Bovey on the preliminary numbers. A formal presentation will be made at a joint meeting with the city of Bovey. An issue that will need to be resolved is looking for land for a solar garden. Mayor Hagen will keep the council apprised.

Public Works Supervisor position – Clerk-Treasurer Anderson informed the Council that the position has been posted in the Scenic Range News, Grand Rapids Herald Review, MN Works site, Indeed site, League of MN Cities site, and all our locations. Links to the job posting and job description are also posted on our City website – main page. The position will remain posted through the week of April 23rd. Applications will be accepted until April 26th at 4:30 p.m. and can be mailed, sent via e-mail, faxed, or dropped off in person to City Hall. Anderson provided a proposed timeline for gathering a selection committee and review of applications. Mayor Hagen and Councilperson Troumbly volunteered to be on the selection committee. To have a third person and because of his knowledge, J. Ohman will be asked to sit on the committee; should he decline D. Kilde, PW Supervisor of Cohasset, will be asked. Mayor Hagen will make the contacts and let the Council know.

City petition to have employee change unions – Mayor Hagen has received conflicting information, some provided tonight. Issue has been tabled until Hagen can make the appropriate contacts and bring it back to the table.

Council Concerns/comments:

Smith: Regular council meetings fall on May 14th and May 28th with the 28th being Memorial Day. City Charter indicates when a regular meeting falls on a holiday the meeting automatically moves to the next business day. The second meeting of the Council will be held on Tuesday, May 29th.

Drewes: Concerned about how the Audit report will come out and past follow-up on the management letter suggesting corrections. Drewes has reached out to an individual in a new department with the League of MN Cities to request training on Council roles and governance. This individual is willing to come here for the training. Council members have agreed to this training providing it's not about rehashing old stuff and is about moving forward. The training will be in an open meeting setting and will be posted. A tentative date of May 7th was selected. Drewes will make the contact and coordinate rescheduling if necessary.

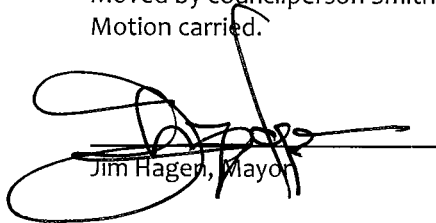
Stish: None

Troumbly: None

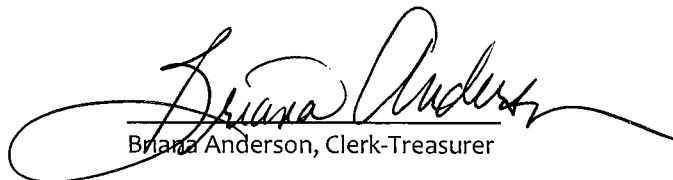
ASSIGN TO NEXT AGENDA: 4.23.18 (so far!!)

- **Playground equipment/Beefy Lawson request**
- **Funding requests for new Raft at Cotton Beach**
- **old fire hall**
- **fire suppression system update**
- **Solar Power**
- **Public Works Supervisor application review/interview committee**
- **City petition to have employee change unions**
- **Council Training—roles and governance: Open meeting, Monday, May 21st**
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Moved by councilperson Smith, supported by Stish to adjourn the meeting at 5:45 P.M. Ayes: All. Nays: None. Motion carried.



Jim Hagen, Mayor



Briana Anderson, Clerk-Treasurer