

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 4:01 p.m., Monday, June 11, 2018, in the council chambers of Coleraine City Hall. Members present: Mayor Hagen, Councilpersons Peggy Smith, Mary Drewes, Ryan Stish, and Jeff Troumbly.

WORK SESSION

3:30 P.M.

Joel Kvilvang from Paramount Safety & Training presented a proposal for a total of 69 fire extinguishers throughout City property. We have 26 used extinguishers that have been inspected and serviced. The recommendation is for 43 new extinguishers (minus the 7 already placed in the old fire hall prior to Prom) to replace missing, non-serviceable, or those no longer cost effective to service. The estimated cost is \$3,455.02 less \$623.98 that has already been paid, bringing the cost down to \$2,831.04. They would provide a complete location list. Second and third year costs would be approximately \$345.00 each year. Additional recommendations for extinguishers that are kept in high moisture areas were given. These additional recommendations were not figured into the cost estimate.

There was a discussion regarding the process to take care of issues found at the old fire hall by its new tenants. Rapid Rooter is providing a list to the City via the Clerk; this will be passed along to the Interim Public Works Supervisor, Harry. He will decide what they can do and what will need to be contracted with approval from the Council; issues are to be brought forth right away.

Mayor Hagen indicated that everything was a go with the Civil Air Patrol cadet volunteer, Luke Olson. Luke will contact Clerk to set up time for necessary documentation and to meet Interim Public Works Supervisor Bertram who will be providing direction.

REGULAR MEETING

4:01 P.M.

The regular meeting was called to order at 4:01 p.m. followed by the Pledge of Allegiance.

Moved by Councilperson Drewes and supported by Smith to approve the consent agenda, with claims totaling \$11,446.91. Roll Call: Ayes: Drewes, Smith, Troumbly Stish, Mayor Hagen. Nays: none. Motion carried. Councilperson Smith, with support by Troumbly, motioned to approve the meeting agenda. Ayes: all, Nays: none. Motion carried.

PUBLIC COMMENTS:

None

DEPARTMENT HEADS:

Street:

Interim Public Works Supervisor Bertram provided a verbal report. The department is short-handed but Colin (Contractor) has helped out. The generator went up and running on June 5th; there have been some issues but they are working out the bugs.

The bucket truck has not yet been received as they are still waiting on the title from the State of MN. There is access to SCI (John's) truck if necessary.

Keller Fence provided a quote of \$3,195 to put a fence around the generator. Bertram thought the Street Department could do it much cheaper – found enough old fencing at the dump and the crew

can put it up. The old building will be moved to the treatment plant and set on Class 5. It will be utilized for lawn mowers.

Demolition of the house on Hartley should be done sometime this week; they have been waiting for the weather to cooperate.

The new raft at Cotton Beach is set up to go out tomorrow (June 12th) morning. Mr. Rauzi will install the ladder.

Bertram has talked to Ohman about bridging the bumps over on Pear Lake Road, no idea of cost yet. Have not heard anything from the DNR.

Bertram inquired on brushing in the annexed area. The Jack Pine is protruding on the right of way; the County would like to get something done. He doesn't have the manpower right now and this can wait until fall.

A donation of a refrigerator has been received from the City of Bovey. It has been put in the Longyear Park Pavilion. Councilperson Drewes made a motion to **accept the donation of a refrigerator from the City of Bovey** with support from Smith. Ayes: all. Nays: none. Motion carried.

This moved into a discussion about other things. Councilperson Smith indicated concern about a fish kill on Trout Lake. Because the beach was opening she asked Vern to test the water quality. Tested safe.

Mayor Hagen let Bertram know that he will be hearing from the Civil Air Patrol volunteer who will be under his direction for 60 hours of community service.

The old fire hall was discussed. There are some concerns from the renters that need to be addressed. Bertram reported that Miller Roofing had been contacted and will come in and take a look sometime this week. The windows need some attention; perhaps Anderson glass can be contacted. Bertram was instructed to get estimates for the roof and windows. **The renters should contact Bertram directly with their issues.** Clerk Anderson will inform renters.

Police:

Interim Police Chief, Lonnie Mjolsness, provided a written report and went over its highlights. There were 128 incident reports for May. Nashwauk has asked for assistance at the July 3rd celebration. The officers' pay will be reimbursed by Nashwauk.

Motion by Smith, supported by Stish, to **provide police support for the July 3rd celebration in Nashwauk and to be reimbursed wages** for said services. Roll Call. Ayes: Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion Carried.

Councilperson Smith inquired about the possibility of having a crosswalk in the front of the High School. Mjolsness indicated that would require losing at least 4 parking spaces (need a car length on either side of crosswalk) and he didn't think the school would relinquish the space. Parents should be utilizing drop off area.

Fire Department:

Chief Mjolsness gave an oral report. They have been busy; 150 calls to date. This past weekend they were busy with a truck rollover.

Department is trying to hire 2 or 3 more who need to finish up some training; hope to have them on board by the first meeting in July.

There was no decision at the last Fire Board meeting regarding the realignment of fire coverage south of Calumet. There will be a meeting with Brett Skyles on June 29th at 1:00 p.m. The Fire Marshall will have more to say on the issue. Skyles will be bringing to the County Board and they will be making the decision.

Committees and Commissions

Library

Councilperson Smith reported that Karla is looking to reduce her hours; they need another part-time person as a back-up. Motion by Smith, supported by Troumbly to **post and accept applications for a part-time casual library assistant for one cycle**. Ayes: all. Nays: none. Motion carried.

Golf Course

A work session meeting has been requested with M. Barle and the golf course. They felt the meeting would last more than a normal 30 minute work session. The special **work session has been set up for Monday, June 18th at 3:30pm at the Eagleridge Clubhouse**.

The Ski Hill has a need for side boards. Some money for these has been granted from IRRRB.

Councilperson Drewes reported that CBT held hard fought negotiations and has settled on PEIP health insurance. Coverage will go from July, 2018 through June, 2019. Current employees will be given \$6,000 in a HSA and \$1,000 in a HRA; new employees will be given a total of \$4,000. The employer will maintain those levels in those accounts.

Councilperson Smith reported that an orientation was held with the lifeguards and the beach opens tomorrow (June 12th). Lifeguards will be available from noon to 5 p.m. seven days a week. Clerk Anderson inquired about posting this in the Scenic Range News Forum (SRNF). Motion by Smith, with support of Stish, to **post a notice in the SRNF that the beach is now open, and lifeguards are available from noon to 5 p.m. seven days a week**. Roll Call: Ayes: Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

Zoning and Planning will be presenting their report on the public hearing for street names and provide their recommendations for approval at the next Council meeting. This will be placed on the agenda.

Attorney

Attorney Dimich had some questions on the large document he was asked to review from MicroGrid (the Solar Power people). Dimich was provided with contact information and a brochure packet that he could go over. He will review further and get his questions answered.

NEW BUSINESS:

Councilperson Smith with support from Drewes motioned to **accept the proposal for fire extinguishers and maintenance from Paramount Safety & Training**. Roll Call: Ayes: Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

Motion by Drewes, supported by Smith, to **accept the Elected Official Out-of-State Travel Policy** as written. Ayes: all. Nays: none. Motion carried.

A motion was made by Smith, with support of Stish, to **approve and send the Audit Finding Response Letter** to our Auditor with a copy to the State Auditor as proposed by Clerk Anderson. Roll Call: Ayes: Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

Councilperson Smith provided material from Sand Creek as a potential provider for an Employee Assistance Program. This would be a good benefit for employees, however this may not be feasible

until health insurance issues are resolved. This will wait until the City can make this a budgeted item for next year.

The Library Services Agreement and professional Services Agreement (Liaison Officer) with ISD 316 for the 2018-2019 school year were discussed. A councilperson had issue with the liaison officer using a patrol vehicle because of the costs associated with use and liability. Motion by Smith, supported by Stish, to **approve the Professional Services Agreement (liaison officer) with ISD 316 for the 2018-2019 school year as written with a change on page 3 from “TRA” to “PERA”**. Roll Call: Ayes: Smith, Stish, Troumbly, and Mayor Hagen. Nays: Drewes. Motion carried.

A motion to **approve the Library Services Agreement with ISD 316 for the 2018-2019 school year** was made by Smith with support from Stish. Roll Call: Ayes: Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Motion carried.

A review of the light/heavy equipment list provided by R Savich back in October of 2017 was done. Motion by Smith, supported by Stish to **remove the Lawnmowers from that light equipment list**. Roll Call: Ayes: Smith, Stish, Troumbly, and Mayor Hagen. Abstain: Drewes. Nays: None. Motion carried.

Clerk-Treasurer reminded Council that she will be at training June 20 - 22nd. Requested permission to take time off Tuesday, June 26th through Monday, July 2nd. Office covered normal working hours except Monday, July 2nd. Permission granted with the stipulation that Clerk checks with Alicia W to see if office can be covered that day. If not, notify and post on door with an explanation and phone number to contact.

Motion by Troumbly, supported by Stish, to **pay individual stipend of \$11/hr for 2 ½ hours**. Roll Call: Ayes: Troumbly, Stish, Drewes, Smith, and Mayor Hagen. Nays: none. Motion carried.

The **AFSCME member decision to stay with the existing J-Plan for the 6 months offered from the Northeast Area Service Coop** due to Pro-Care's demise was discussed. Motion by Troumbly with support from Stish to **accept their decision**. Roll Call: Ayes: Troumbly, Stish, Smith, Drewes, Mayor Hagen. Nays: none. Motion carried.

OLD BUSINESS:

A brief discussion was held to set a new date for the Employee Concern Special Meeting. **Meeting was rescheduled for Monday, June 18th at 5pm in Council Chambers.**

Swing Set for Longyear Park – Hagen has sent a letter to Greenway Lions Club and the Taconite Legion. There is also the possibility of Pengilly Boosters-VFW contributing. Mayor Hagen will inquire.

Raft for Cotton Beach – discussed earlier; the deadline to apply for DNR grant was March 31st.

Old Fire Hall – mostly discussed earlier. An estimate was received by Cedar Electric, Inc. to take care of the **lighting for \$3,370.00**. Motion by Troumbly with support by Drewes to **accept the estimate and schedule the work**. Roll Call: Ayes: Troumbly, Drewes, Smith, Stish, and Mayor Hagen. Nays: none. Motion carried.

Solar Power – the document received is being reviewed by City Attorney Dimich. Discussed earlier.

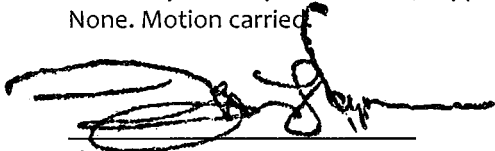
Public Works Supervisor position – interviews are being conducted tomorrow. No additional information is available at this time.

Council concerns

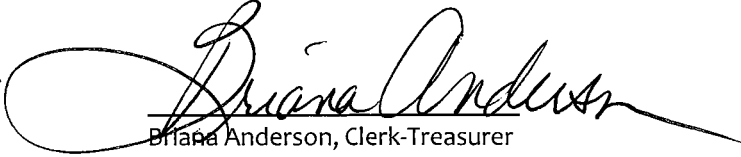
No additional concerns at this time.

ASSIGN TO NEXT AGENDA: Street name changes (3)
Renumbering of Hollywood
Swing Set for Longyear Park
Solar Power
Public Works Supervisor position

Moved by councilperson Smith, supported by Stish to adjourn the meeting at 6:31 P.M. Ayes: All. Nays: None. Motion carried.



Jim Hagen, Mayor



Briana Anderson, Clerk-Treasurer