

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, July 9, 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.

Tim Fitz of Soil & Water and Shawn Tracy of HR Green made a presentation on their Coleraine Stormwater Retrofit Assessment. They explained how the report was laid out and went over its highlights. They also explained what the next steps would be and suggested a group be put together to evaluate the report, suggest potential projects, and prioritize. Implementation of any kind is to protect the lake and water. Any funding requests would require a 25% match and the Conservation District would actually do the application. It would take a week to write and the Clean Waterfund grant deadline is August 31st. A committee was formed and will consist of: Cavour Johnson, Harry Bertram, Ryan Stish, Mary Drewes, Mary Troumbly, and someone from the reformed Trout Lake Association.

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 Troumbly to approve the consent agenda, with claims totaling \$11,444.15. Roll Call: Ayes: Smith, Troumbly, Stish, Drewes, and Mayor Hagen. Nays: none. Motion carried. Councilperson Smith, with support by Stish, motioned to approve the meeting agenda with an addition to acknowledge a donation. Ayes: all, Nays: none. Motion carried.

PUBLIC COMMENTS:

Katherine McLynn, Chair of the Itasca Ski and Outing Club, thanked the City for their support and partnership in the past and desires those relationships to continue. Mayor Hagen, on behalf of the City and the Council, thanked Katherine for all she has done.

A resident voiced his concern with the present condition of Brock Lane and is asking when something will be done to rectify the situation. Mayor Hagen indicated that the City should put some time and effort into getting this resolved. He will talk with Harry and see what kind of plan they can come up with and get back to the resident.

DEPARTMENT HEADS:

Street:

Public Works Supervisor Bertram provided a verbal report. He is receiving many calls on Centennial Acres, Pear Lake Road, and other citizens on the condition of roads; storms have destroyed everything that is loose. He is also aware that the garbage truck issue needs to be addressed. He hasn't been able to do much being short-handed, but the new person is working out well.

The raft at Cotton Beach had to be pulled from the water because someone flipped it over. Council indicated that it needs to get back out.

There is a purchase agreement ready on the bucket truck that can be signed so that the City can take possession, but Harry doesn't have time to do it right now. Will happen soon.

The contractor hired to do the demolition of the Barber house on Hartley has run into some delays on another project. Contractor was hoping to get to it Wednesday or Thursday of this week (the 11th or 12th).

Harry also reported that the fire hydrants needed to be flushed, but that there hasn't been the staff to do this. Would it be possible to have the fire department do it? Chief Mjolsness will ask the department.

The DNR permits have been released for repairs on Pear Lake Road; the permit is good for five years. It is anticipated that the entire project will cost approximately \$91,000. Discussion around how to proceed, what Phase I will cost, and whether or not we could get some funding for the project.

Old Fire Hall – patching the roof is not an option. Estimates range from \$24,000 to \$39,000 to replace the roof. Anderson Glass quoted replacement of glass at \$25,000 but windows cannot be put in because the framework is shot. The framework will have to be fixed first. Harry was asked to get an estimate to just frame it all in and forget the windows. Bertram told to put roof on hold and to get an exterminator to get rid of carpenter ants.

A discussion ensued about the possibility of putting the building up for sale. Councilperson Drewes indicated she had a realtor come in and they have someone interested because of the property location. She further reported that Caldwell had done a report and had come up with \$250,000 as a starting point.

Councilperson Stish volunteered to check out various funding available from IRRRB for projects and to reach out to Representative Layman.

Mayor Hagen asked Bertram to look into fixing Brock Lane, to get estimates and options and bring back to Council.

Bertram wants to look into having Rapid Rooter do the sewer jetting. Equipment the city is using not working. Bertram would like to use Rapid Rooter as they would section the city off and develop a 5 year plan similar to what they do for the City of Bovey.

Councilperson Smith inquired about the plastic on the park benches. Bertram indicated there is pitch coming out of the boards. Councilperson Drewes asked if the Fire Department could torch it off. Chief Mjolsness will inquire.

Bertram indicated that he is having difficulty getting work done being so short of staff. Discussion and suggestions on how to get some immediate help. **Motion by Smith, with support of Drewes to reach out and accept applications for part-time, casual help and for Clerk Anderson to call temp agencies if necessary. Applications will be given to Bertram as they come in for his review. Process will continue through October if necessary.** Roll Call: Ayes: Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

Police:

Interim Police Chief, Lonnie Mjolsness, provided a written report and went over its highlights. There were 119 incident reports for June. \$214.21 has been collected in state fine monies; typical for lower amounts in the summer months. Mjolsness reported a fair amount of vandalism going on; he is using off-duty officers to keep an eye on things.

National Night Out is scheduled for Sunday, September 2nd from 4 to 6 pm at the Public Safety Center. Many activities being planned.

Fire Department:

It was reported that the restructuring of the fire district has been resolved. Commissioners used Mjolsness's suggestion and drew a line down County Road 70.

There will be a Fire Board meeting at 5pm on Wednesday. Councilperson Troumbly will attend.

Committees and Commissions

CBT

Councilperson Drewes reported that it is highly unlikely that the Forcemain Project will be completed by December. We couldn't get easements when we wanted to and the project cannot be put out on bids until the easements are secured. Project is still not ready to go out on bids. She is concerned because MN Pollution Control has the power to fine us.

Cotton Beach

Councilperson Smith reported that the lifeguards have reported the raft to be unstable. Someone was lined up to rectify the situation but because of weather couldn't do it. If the raft is anchored properly it should hold 18 people without tipping. Need to get someone out there to take care of.

Smith also reported that Hans Viren, Head Lifeguard would like permission to show a movie at the Beach on August 11th. He has everything he needs with the exception of the license to show the movie. He has secured four sponsors to pay for the cost of the licensing which will be around \$395. City Clerk will purchase screening license once sponsorships are in. Viren also wants permission to sell snacks and soda during the movie with all the proceeds going towards the beach. According to our City Attorney, a permit is not necessary because it is a fundraiser. **Motion** by Smith, supported by Stish **to show Moana on August 11 and to sell snacks with all proceeds going back into Cotton Beach.** Roll Call: Ayes: Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion carried.

NEW BUSINESS:

Discussion around reimbursement request from Itasca Ski and Outing Club, Inc. for liability insurance. **Motion** by Stish with support from Drewes **to pay Itasca ski and Outing Club \$10,000 to help out with liability insurance as the City's support for organization.** Roll Call: Ayes: Stish, Drewes, Smith, Troumbly, and Mayor Hagen. Nays: none. Motion carried. This will be revisited at budget time.

Health Care – Drewes reported that she has been in touch with various people to start deciding what to do about AFSCME member health insurance.

Wellhead Protection – two representatives from Minnesota Department of Health will be doing a presentation on Friday, July 13th at noon in Council Chambers. They have requested that a committee be appointed by the council and suggest Bertram, Clerk Anderson, and one council member. **Motion** by Stish with support from Smith **to appoint Bertram, Anderson, and Councilperson Drewes to committee.** Roll Call: Ayes: Stish, Smith, Troumbly, Drewes, and Mayor Hagen. Nays: none. Motion carried.

Summer Help – This was discussed earlier.

Move up request of employee – Mike is requesting, since Todd is gone, that he be moved up to the labor rate of maintenance mechanic. LeAnn Stoll was asked to write up a formal request or grievance for the Council to review. Mayor Hagen indicated he has not yet seen anything. Tabled until next meeting.

Fourth public works hire – Discussion around what to post for and proper process. **Moved** by Troumbly, supported by Drewes, to **follow process and post internally for Maintenance Mechanic.** Ayes: all, Nays: none. Motion carried. Drewes requested that "preferred qualifications" be listed on the posting. Clerk Anderson will check into and clear with Hagen and Troumbly before posting.

Election judge/head judge pay – In the past the City has paid election judges \$9/hr. This is below minimum wage. Clerk Anderson reported that Grand Rapids pays its judges \$11/hr. and \$12/hr. for the head judge. **Motion** by Troumbly with support by Drewes **to pay election judges \$11/hr. and the head judge \$12/hr. for any election judge activity (this includes training time)**. Roll Call: Ayes: Troumbly, Drewes, Smith, Stish, and Mayor Hagen. Nays: none. Motion carried.

Acceptance of Election judges will be moved to the agenda for the next meeting on July 23, 2018.

Motion by Troumbly with support of **Smith to acknowledge and accept a \$250 donation from R.J. Herdman towards the Swing Set purchase in Longyear Park**. Roll Call: Ayes: Troumbly, Smith, Stish, Drewes, and Mayor Hagen. Nays: None. Motion Carried.

OLD BUSINESS:

Solar Power – There was discussion on how to move forward. Councilperson Troumbly suggested a sit-down conversation with the council, a representative from Minnesota Power, and a representative from MicroGrid. Troumbly and Hagen will work on making the connections; plan on having them attend the **work session on July 23rd**.

Status of Road name changes, signage and renumbering of Hollywood – process moving forward; delayed till next meeting.

Swing Set for Longyear Park – Hagen still waiting to hear on other requests made.

Status of Barber House Demolition – covered earlier.

Council concerns

Drewes: Wants to make sure retirees are notified by letter that they will experience a change in health insurance costs.

Stish: Concerned that we are half way through the year and he hasn't seen financials or how we are sitting with the budget.

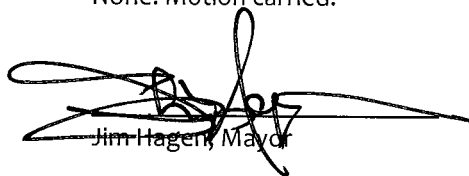
Also wanted to thank Harry for help with the four young men who painted the picnic tables as a community project.

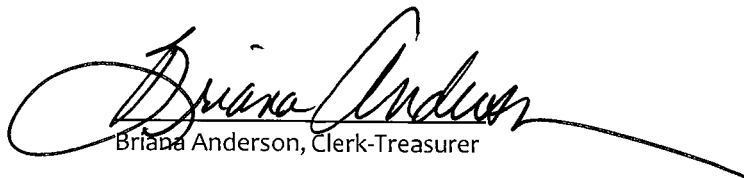
Smith: None

Troumbly: None

ASSIGN TO NEXT AGENDA: **Swing Set for Longyear Park**
 Solar Power
 Status of Barber House demolition
 Acceptance of Election Judges

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