

## CITY COUNCIL MEETING

A work session was held at 3:30p.m. and the regular meeting of the Coleraine City Council was held at 4:00 p.m. on Monday, November 25<sup>th</sup>, 2019 in the Council Chambers of Coleraine City Hall.

### WORK SESSION

**3:30p.m.**

No one was scheduled to speak to the Council on any topics. The work session was used to discuss revenues, expenditures, upcoming expenditures, and the rate structure for services in the Public Utilities fund. Very detailed information was provided and explained by Clerk Anderson.

### 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 Sutherland, Troumbly, Pollard, and Mayor Mandich. Councilperson Stish was absent with notice and may be arriving late.

**Moved** by Councilperson Pollard, supported by Sutherland, **to approve the consent agenda which included Council meeting minutes of 11.12.19, correspondence, and claims of \$8,729.76.** Roll Call: Ayes: Councilpersons Pollard, Sutherland, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

**Motion** by Councilperson Troumbly with the support of Sutherland **to approve the meeting agenda with the addition of “2020 polling place resolution”.** Ayes: All. Nays: None. Motion carried.

### PUBLIC COMMENTS:

Sarah Carling, from CEDA, informed the Council that she would like to have a brainstorm session with Council (or Mayor and City Clerk) to begin talks on scheduling and prioritizing projects. As a start, she has identified ten different projects. She really would like to have a session prior to the end of the year. Sarah and Clerk Anderson will set something up.

### DEPARTMENT HEADS:

#### Library

A written report was provided in Council packets in addition to a copy of the grant application made to Lake Country Power’s Operation Round-Up.

### Clerk’s Report

Clerk Anderson went over the written report that had been provided in Council packets. During the report, two potential dates were provided to Gordy Skaar regarding a meeting between

Council and the Eagle Ridge Management Group. Skaar will talk to Mike Barle and let Clerk Anderson know which date works best.

A potential date for a Joint Council meeting with Bovey and Chris Ismil, IRRR, was set for Monday, December 16<sup>th</sup> at 5:00 p.m. Clerk Anderson will pass this date along to Ismil and the Bovey Clerk.

In the report, Clerk Anderson requested a special work session be set up in January to begin work on a Capital Improvement Plan for both the urban and rural districts. She will be contacting the City Engineer to start this process.

Finally, Clerk Anderson talked about the upcoming Presidential Primary, the City's Polling Place, and the plans being made for the 2020 election cycle. More election judges are needed and a plan has been developed to maintain privacy of the voters.

### **Committee/Commission/Other**

#### **Trout Lake Fire Department Board**

Nothing to report at this time.

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

Minutes from the last Public Utilities Commission and CBT meeting were included in Council packets. Information regarding the Forcemain project -- final payment, the total loan amount and terms, and an estimated monthly payment were provided.

#### **Eagle Ridge Golf Course**

October financials had been provided in Council packets. Gordy Skaar reported that fall was brief. They are currently working on putting fertilizer on the greens to prevent algae ice. An invitation was extended to attend the Christmas Open Houses. They are scheduled for Sunday, December 15<sup>th</sup> and Sunday, December 22<sup>nd</sup> both from 2 to 5pm at the Club House.

#### **Zoning & Planning**

Zoning Officer Lloyd Anderson reported that the owner of Midway Homes is subdividing all of its property and will be selling it off. There are five lots that will have Highway frontage. One parcel with frontage has already been sold.

#### **Greenway Joint Recreation Board**

October 21<sup>st</sup> meeting minutes were included in Council packets for review. GJRA representative Delich reported they are busy with hockey and figure skaters. No questions were asked.

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

Nothing to report at this time. Councilperson Pollard did indicate that he will be reaching out to the City of Grand Rapids and ask for monetary support for the Ski Hill. He will also be approaching the School Board.

### **NEW BUSINESS:**

**CBT-Forcemain Project-Contractor's app for payment #7 (final) and #11 request for draw of funds from MRWA** – All the proper paperwork has not yet been received. Tabled until December 6<sup>th</sup> Council meeting.

**Ad in GHS Blast 2020 – Motion** by Councilperson Troumbly, with the support of Pollard, **to place a ¼ page ad for \$80 in the GHS Blast.** Roll Call: Ayes: Councilpersons Troumbly, Pollard, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

**Sewer Rates** – Clerk Anderson provided a brief reiteration of figures and logic regarding upcoming revenues and expenditures. Reminder that 5 CDs were purchased specifically for capital replacement costs in the public utilities fund. Resident Holly Guyer inquired on the possibility of getting water meters. Council indicated that this will be looked into again. Two motions were made as a result of the review:

- 1) **Motion** by Councilperson Pollard, supported by Troumbly, **to cash in CD’s number 10614, 10615, and 12016 at their renewal time in December and #11964 at renewal time in March for placement into a temporary savings, until total can be transferred to public utilities fund to partially resolve deficit for capital expenditures.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.
- 2) **Motion** by Councilperson Troumbly, with the support of Pollard, **to increase the utility rate for sewer service by \$10 per month to \$40 per month to align with expenditures effective January 1, 2020.** Roll Call: Ayes: Councilpersons Troumbly, Pollard, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

**Cancel Monday, December 23<sup>rd</sup> Council meeting – Motion** by Councilperson Sutherland, supported by Pollard, **to cancel the December 23<sup>rd</sup> Council meeting.** Ayes: all. Nays: none. Motion carried.

Councilperson Stish arrived at 4:49 p.m.

**2020 Polling Place Resolution** – Clerk Anderson provided a quick overview of the upcoming election season and privacy requirements for the presidential primary that will need to be met. It is her opinion that the Nyberg Community Center will work out for the primary election with some modifications to how the room is laid out. **Motion** by Councilperson Pollard, with the support of Troumbly, **to approve the resolution designating the polling place for the 2020 election season as the Nyberg Community Center, 302 Roosevelt Street in Coleraine.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Stish, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

#### **UNFINISHED BUSINESS:**

**Part-time help** – two applications have been received and have been given to Bertram.

**Rink Attendants** – A handful of applications have been received and have been given to Bertram.

#### **Council concerns/comments**

Troumbly: None.  
Stish: None.  
Pollard: None.  
Sutherland: None.  
Mandich: None.

Prior to adjournment Public Works Supervisor wanted to ask permission to purchase chains for a piece of equipment. Cost to purchase did not require advance Council approval. Bertram also indicated it would mean a trip to Duluth to purchase what was necessary. Another request that did not require Council approval. Council did state that only one person was needed to make the trip.

A **motion to adjourn** was made by Councilperson Pollard at **4:57 p.m.**, supported by Sutherland. Ayes: all. Nays: none. Motion carried.

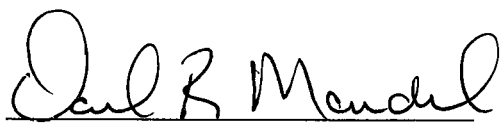
**At 5:00 p.m.**, Mayor Mandich **opened the Public Hearing on the vacation of a portion of Mesabi Avenue.**

The vacation was explained by Clerk Anderson. All appropriate and required notices were posted and mailed out. The only resident impacted who attended was Holly Guyer. There was a question on where the vacation line ended. Resident thought the line should extend further. This will be checked into and Bob Beaver will be contacted.

Various conversation ensued on the topic.

**Motion** by Councilperson Sutherland, supported by Pollard, **to approve the resolution indicating the vacation and resulting addition of property to the landowners.** Roll Call: Ayes: Councilpersons Sutherland, Pollard, Troumbly, Stish, and Mayor Mandich. Nays: none. Motion carried.

At **5:25pm**, Councilperson Sutherland made a **motion to adjourn the public hearing.** The motion was supported by Troumbly. Ayes: all. Nays: none. Motion carried.



Dan Mandich, Mayor



Briana Anderson, Clerk-Treasurer