

CITY COUNCIL MEETING

A work session was held at 3:35p.m. and the regular meeting of the Coleraine City Council was held at 4:00 p.m. on Monday, January 27th, 2020 in the Council Chambers of Coleraine City Hall.

WORK SESSION

3:35p.m.

Sarah Carling, from CEDA, provided a handout on “project identification” that could be used to help develop a 20-year plan or incorporated into a CIP plan. In conjunction with her handout, she explained that ISD 316 was working on a safe routes to school plan for the Hwy 169 intersection between Bovey and Coleraine and Randi Jurganson will keep her in the loop since that is one area that has been identified as a priority by the City. She also explained that the City of Bovey was looking at a park restoration project over the next five years; perhaps Coleraine could partner with them. She mentioned that signage in the City needed serious attention and that community events would be helpful in promoting the City itself. Finally, she indicated that she would be talking with Habitat for Humanity staff to see if there were projects identified where they could partner with the City. Sarah will be in contact with Clerk Anderson on a regular basis in the next few months and help with searching for potential funding for projects identified. She explained that this was a good start in coming up with some short- and long-range plans for the City.

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

Moved by Councilperson Sutherland, supported by Pollard, **to approve the consent agenda which included Council meeting minutes of 1.13.20, correspondence, and claims of \$28,899.87.** Roll Call: Ayes: Councilpersons Sutherland, Pollard, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

Motion by Councilperson Troumbly with the support of Sutherland **to approve the meeting agenda as presented.** Ayes: All. Nays: None. Motion carried.

PUBLIC COMMENTS:

Resident and Planning & Zoning officer, Lloyd Anderson, inquired about the progress of getting the flooring replaced in the kitchen and bathrooms of the Nyberg Center. Clerk Anderson responded that she was waiting for Public Works Supervisor Bertram to help schedule a date as his staff would be removing appliances and toilets and putting them back after work was completed. It was stated this has created a challenge with the recent snow events. Clerk Anderson indicated that the installers would be willing to remove and replace the items for an additional fee. She will get a quote for the replacement of the flooring with the fee for removing and replacing the items necessary.

Resident Nathan Morris addressed the council and inquired on the billing structure for public utilities. Council informed him of the current rate structure and relayed that residents pay the same amount for services. Morris inquired on the possibility of water meters. Council informed him that is something the Council will be reviewing again; it is the cost of installation and who will pay for it that is the concern. Morris also stated that he wanted to put in new concrete in his driveway and inquired as to how far he needed to go out into the alley and where the right of way is. His concern related to the damage the garbage trucks are doing to the alleyways and the potential damage to his driveway. He was informed that Council is aware of the situation and has been working with Waste Management to mitigate damage. Councilperson Sutherland suggested that he meet up with Public Works Supervisor Bertram to discuss. Councilperson Troumbly will also go up to the property to assess.

Based on the discussion, Council requested that a policy be developed on garbage/recycling can placement and wishes a public meeting in early spring to gather public input. Waste Management will also be contacted. The meeting will be set up for the first Council meeting in March (3.9.20).

Finally, there was some brief discussion on the Hollywood Drive location and the fire lane which the resident feels has only partial accessibility. It was stated that the property in question is private property so the City cannot keep the area cleaned out. It was also stated that it is not uncommon for firefighters to climb over and go through snow.

DEPARTMENT HEADS:

Library

A written report was provided in Council packets. They were not successful in obtaining a grant from Lake Country Power's Operation Round-Up. It has been suggested that the Library try again on the next round as the grants are awarded quarterly.

Clerk's Report

Clerk Anderson provided a lengthy verbal report. The auditors have been here and have started their work. There are actually two audits this year – the normal audit and a single audit which relates to the CBT Forcemain project and process. CBT will be billed for the single audit.

The Clerk informed that the Stormwater Grant will be awarded in the amount of \$351,000 – much less than the \$750,000 that was requested. Details will need to be worked out as to the actual projects and contracts will need to be developed. All will fall under the advisement and direction of the Itasca County Soil and Water District. Many details are yet to be worked out for this three year project. It will take several months before something is ready to present to the Council for approval. It is to be noted that this is a reimbursement grant.

Clerk Anderson is working with City Engineer Bob Beaver on preparing materials for a special work session to develop a Capital Improvement Plan – both short and long range.

The interim rate adjustment of a 6% increase initiated by Minnesota Power will impact the City's current budget. The increase was not announced until December but will be effective January 1st. Clerk Anderson will review the numbers and may recommend a budget change.

A joint meeting with the City of Bovey regarding the payment of the fire truck debt has not yet been held. The Trout Lake Fire Department Budget was explained. Clerk Anderson has requested a modification to the budget format and approval of the Fire Board before presenting to the Council. She explained their last year's budget and how it impacts the City of Coleraine. Her

recommendation was to use last years operating and maintenance expenses to determine the initial amount of the City's contribution so that it could be paid out in February. The Fire Department will need some cash to operate until the details of the fire truck payment can be worked out.

Finally, Clerk Anderson reported that a City Hall Committee had been formed and names have been added to the appointment list.

Committee/Commission/Other

Trout Lake Fire Department Board

Nothing to report at this time other than what was stated in Clerk Anderson's report.

Eagle Ridge Golf Course

Gordy Skaar indicated that there was not much to report. There is concern on this year's winter damage to the course and they are working on mitigating that damage.

Zoning & Planning

Zoning Officer Lloyd Anderson reported that it has been pretty quiet. His request is that the City advertise for Commission members. They are looking for new and fresh ideas.

Greenway Joint Recreation Board

GJRA representative Delich was not present. Minutes of the last meeting were included in Council packets.

Mt. Itasca Ski Hill

Councilperson Pollard reported that a meeting had been held earlier this winter and everything is going well. He is in the process of soliciting monies from the City of Grand Rapids.

NEW BUSINESS:

Quotes on replacement of furnace in City Hall -- Two quotes had been provided in Council packets for a new main boiler in City Hall. **Motion** by Councilperson Sutherland with the support of Troumbly **to accept the lower bid of \$4329 for replacement of the main boiler in City Hall.** Roll Call: Ayes: Councilpersons Sutherland, Troumbly, Pollard, and Mayor Mandich. Nays: none. Motion carried.

Policy on moving garbage/recycling cans – this item had been discussed during public comments. A meeting will be set up in early spring to obtain public input. No action required.

Trout Lake Fire Relief annual benefit payment from \$1550 to \$1700 retroactive to 2019 – Motion by Councilperson Pollard, supported by Troumbly, **to increase the annual benefit payment for volunteer firefighters from \$1550 to \$1700 retroactive to 2019.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

Trout Lake Fire Department 2020 Budget – The majority of discussion happened during the Clerk's report above. Brief additional discussion ensued. **Motion** by Councilperson Troumbly with the support of Pollard **to provide support to the Fire Department based on last's years budget figures -- \$42,900 for operating and maintenance and \$2,500 for the building fund, a total of \$45,400, at this time so they have funds to operate. The contribution towards the new truck will be determined at a later date. A revision to the City budget will be made.** Roll Call: Ayes: Councilpersons Troumbly, Pollard, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

Resolution Authorizing the Issuance, Sale, and Delivery of a \$1,657,000 General Obligation Sewer Utility Revenue Bond, Series 2020A – The GO bond is a result of the CBT Forcemain project. The closing date has been set for February 19th. **Motion** by Councilperson Troumbly, supported by Sutherland, **to approve the resolution as written.** Roll Call: Councilpersons Troumbly, Sutherland, Pollard, and Mayor Mandich. Nays: none. Motion carried.

Review of rental and public utilities billing policies as it relates to rentals – This has been **tabled** until the March 9th agenda.

Moving the old fire bell – **tabled** until next agenda. Council would like to know where the Fire Department would like to put it.

Revised JPA for Police Protection – There was a simple revision deleting the paragraph that referenced a police commission that no longer exists. **Motion** by Councilperson Pollard, supported by Sutherland **to approve the revised Joint Powers Agreement for Police Protection.** Roll Call: Ayes: Councilpersons Pollard, Sutherland, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

UNFINISHED BUSINESS:

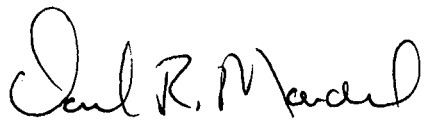
Laborer/Janitor job description—posting – tabled until further notice.

Cleaning Service –Other options are being explored.

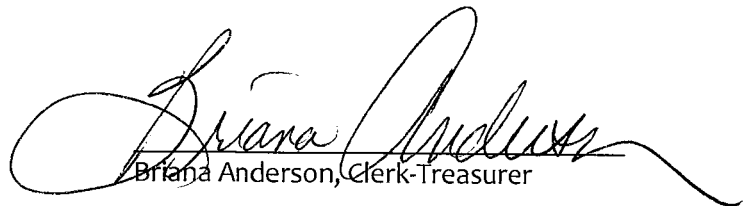
Council concerns/comments

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

A **motion to adjourn** was made by Councilperson Sutherland **at 5:36 p.m.**, supported by Pollard. Ayes: all. Nays: none. Motion carried.



Dan Mandich, Mayor



Briana Anderson, Clerk-Treasurer