

## 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, February 24<sup>th</sup>, 2020** in the Council Chambers of Coleraine City Hall.

### WORK SESSION

**3:30p.m.**

Cavour Johnson used the first part of the work session to report on two projects in the works. The Stormwater Retrofit project is moving along; the design and contracts are being worked on by Tim Fritz of Itasca County Soil and Water. This will be a long process and will take awhile to put everything together for Council's approval. As part of this project, VanDyke would still like to partner and work on rain gardens. Cavour stated he was checking into the possibility of tapping into some Blandin funds that are available to BCLP alumni. He will be contacting the alumni.

The 1910 City Hall Construction Documents are 90% complete and the report has been accepted by the grant funder. There has been a change from the original plans regarding the repairs to the EDPM membrane. Cavour is in contact with both the Historical Society and the Collaborative Design group explaining the logic of the difference.

Cavour's final request was to ask the Council's blessing in exploring options and doing research for additional funding. He noted that any grant request would be brought to the Council for approval. It was the consensus of the Council that Cavour proceed.

### 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 Stish, Troumbly, Pollard, and Mayor Mandich. Councilperson Sutherland was absent with notice.

**Moved** by Councilperson Pollard, supported by Stish, **to approve the consent agenda which included Council meeting minutes of 2.10.20, correspondence, public utility claims sent of \$15,917.61 and regular claims of \$17,322.37.** Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

**Motion** by Councilperson Troumbly with the support of Pollard **to approve the meeting with the addition of public utilities surcharges for a commercial building and the removal of the Trout Lake Fire Department 2020 Budget.** Ayes: all. Nays: none. Motion carried.

### PUBLIC COMMENTS:

There were no public comments.

## DEPARTMENT HEADS:

### Library

Written reports were included in Council packets for review. Clerk Anderson indicated that the approved grant request to Operation Round-Up would be going in soon.

### Clerk's Report

Clerk Anderson had provided a lengthy report in Council packets that was briefly gone over. Most notable: It was stated that the new computers for office staff, along with installation, transfer, and all the software was done at \$1,663.95 under budget. Her suggestion was to recommit those funds to the Library to cover part of the purchase of their computers. This will be placed on the next agenda.

The excess school levy replacement money and production tax numbers for 2020 have been computed and the city will receive slightly more than it did last year. Distribution of funds flow through the County throughout the year.

A healthy list and documents with costs to develop a working capital improvement plan is moving along. A preliminary set was handed out to Council so that they can begin to review prior to a formal presentation at the March 9<sup>th</sup> Council meeting.

Of the other items on the report, Clerk Anderson reminded Council of the upcoming Presidential Primary. For this primary and training, election judges will be paid directly by the County instead of the City having to ask for reimbursement. Polls will be open from 7am to 8pm and the judges will be there the whole time. A **motion** was made by Councilperson Troumbly, supported by Stish, **to pay for one meal up to \$15 for each of the judges serving that day**. Roll call: Ayes: Councilpersons Troumbly, Stish, Pollard, and Mayor Mandich. Nays: none: Motion carried. Clerk Anderson will set this up.

## Committee/Commission/Other

### Trout Lake Fire Department Board

A dinner and tour of the new fire truck was held last week for Clerks and Councilmembers of Bovey and Coleraine. It was a nice evening.

### Eagle Ridge Golf Course

Gordy Skaar was not present. He called and indicated that there was nothing to report. Councilperson Pollard stated he still needs to get together with representatives from the Management Group.

### Zoning & Planning

Zoning Officer Lloyd Anderson conveyed that the Commission was working on three different things right now in both the urban and rural districts. He will be connecting with someone from the League of Minnesota Cities about how to move forward with some current zoning issues. The commission wants to do things in such a way that promotes the City for business without hurting those already there.

One re-zoning request will be handled at a public hearing during the March 9<sup>th</sup> Council meeting.

### Greenway Joint Recreation Board

GJRA representative Delich was present. Minutes of the last meeting were included in Council packets. The season has been going well.

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

Councilperson Pollard is still working on additional funding for the Ski Hill. Combining the three entities into one for receipts and payment of expenditures is something that is being worked towards.

### **NEW BUSINESS:**

**Closing Wildwood Savings #872912 – Motion** by Councilperson Pollard, supported by Stish, **to close the Wildwood savings account and transfer the \$67.13 to the 613 debt service fund.** Ayes: all. Nays: none. Motion carried.

**Closing Mt. Itasca Savings #8313016146 – Motion** by Councilperson Troumbly with the support of Stish **to close the Mt. Itasca account and transfer the \$77.27 via check to Itasca Ski & Outing.** Ayes: all. Nays: none. Motion carried.

**Vacation of missed portion of Mesabi Avenue** – City Engineer Bob Beaver briefly reviewed the resolution and drawing for the vacation of additional property on Mesabi Avenue. **Motion** by Councilperson Stish, supported by Pollard, **to approve the Resolution Setting a Public Hearing On Mesabi Avenue Vacation as presented.** Roll Call: Ayes: Councilpersons Stish, Pollard, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

**Contract renewal with Itasca County for 2020-2021 season – Motion** by Councilperson Troumbly with the support of Stish **to approve the contract renewal with the county for road maintenance as presented.** Roll Call: Ayes: Councilpersons Troumbly, Stish, Pollard, and Mayor Mandich. Nays: none. Motion carried.

**Advertising—Greenway Post Prom Committee – Motion** by Councilperson Troumbly, supported by Pollard, **to give the Greenway Post Prom Committee \$100 for advertising.** Ayes: all. Nays: none. Motion carried.

**Cell phones/service for Public Works staff** – Clerk Anderson state she has not yet done any comparisons on services, phones, or contracts. She hopes to have these ready for the March 9<sup>th</sup> Council meeting.

**Resolution appointing Election Judges** – Clerk Anderson presented a resolution listing the election judges and allowing the Election Administrator (Anderson) to make any additions or substitutions necessary for this election year. **Motion** by Councilperson Pollard, with the support of Stish, **to approve the resolution as presented.** Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

**Utility surcharges for commercial building** – There was some discussion surrounding how residential apartment housing is currently billed and the difference for commercial establishments. **Motion** by Councilperson Troumbly with the support of Pollard **to charge only the surcharges for January and February of 2020 for the vacant building. Beginning in March, the normal residential fee will be charged per occupied unit as is practice for all other residential buildings.**

### **UNFINISHED BUSINESS:**

**Old Firehall property division** – City Engineer Bob Beaver brought preliminary drawings of how the property will be divided, adding the little chunks of real estate to existing parcels. This is what

the County is requiring – that the two outside sections be recorded as additions instead of being little chunks on their own. The next step will be to have the attorney review and have all 3 parcels recorded. Once that is completed, the Council can decide how they want to proceed with the old firehall building.


**Trout Lake Fire Department 2020 Budget** – this item was removed from the agenda.

#### Council concerns/comments

Stish: None  
Troumbly: He is receiving complaints on city water again. There was a brief discussion on city water issues.  
Pollard: None.  
Sutherland: Absent  
Mandich: None.

A **motion to adjourn** was made by Councilperson Pollard at **4:59 p.m.**, supported by Stish. Ayes: all. Nays: none. Motion carried.

  
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Dan Mandich, Mayor

  
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Briana Anderson, Clerk-Treasurer