

SPECIAL MEETING

4:00 p.m.

The special meeting of the Coleraine City Council was held at 4:00 p.m. Monday March 29th, 2021 in the Council Chambers of Coleraine City Hall.

The meeting was called to order by Mayor Nielsen at 4:00 p.m. followed by the Pledge of Allegiance. A roll call was done by Clerk Anderson. Members present: Councilpersons T. Troumbly, Soltzak, Sertich, Pollard, and Mayor Nielsen.

2020 Audit report and financials -- Bonnie Sterle, of Sterle & Co. Ltd presented the City's financial reports and management letter from the 2020 Audit. Bonnie went through the entire report verbally and explained the various funds, restrictions, balances, and how they work together. She reiterated the deficit and positive balances and explained for each fund what they mean for the City as a whole.

Bonnie also went through the management letter. Most notable in the management letter were that the Clerk needs to do bank reconciliations on a timely basis and enter the approved budget into the Banyon software instead of relying on the excel spreadsheets to provide reports on budget to actual. Timesheets and payroll records need review and approval prior to payroll being submitted.

Questions were asked and answered throughout the presentation that lasted approximately an hour and 45 minutes.

Moved by Councilperson T. Troumbly, with the support of Sertich **to accept and approve the 2020 audit and financial reports.** Roll Call: Ayes: Councilpersons T. Troumbly, Sertich, Pollard, Soltzak, and Mayor Nielsen. Nays: none. Motion carried.

Councilperson Pollard left at 5:50pm for another meeting.

Resolution No. 2021.0329-Lib MDE – MN Dept of Ed (MDE) Library Construction Grant AND Resolution No 2021.03.29-Lib Roof – Baich Foundation Grant -- Clerk Anderson explained the background and significance of the grant requests, how they work together and along with two other applications approved, what the City match would be, and where the monies could come from. **Motion** by Mayor Nielsen **to approve Resolution No. 2021.03.29-Lib MDE authorizing the application to and accepting funds from the Minnesota Department of Education AND Resolution No. 2021-03.29-Lib Roof authorizing the application to and accepting funds from the Baich Foundation.** The motion was seconded by Councilperson Soltzak. Roll Call: Ayes: Mayor Nielsen, Councilpersons Soltzak, T. Troumbly, and Sertich. Nays: none. Motion carried.

Motion by Mayor Nielsen with the support of Councilperson Sertich to adjourn the meeting at 6:10pm. Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, T. Troumbly, and Soltzak. Nays: none. Motion carried.


Thomas Nielsen, Mayor


Briana Anderson, Clerk-Treasurer