

#### CITY COUNCIL MEETING

A work session was held beginning at 3:30p.m. and the regular meeting of the Coleraine City Council was held at 4:00 p.m. on **Monday, July 26, 2021**, in the Council Chambers of Coleraine City Hall and via TEAMS meeting.

#### WORK SESSION

**3:30 p.m.**

Justin Whirley and Josh Nelson of Fusion Tech addressed the Council on some of the work they have been doing with the City and what their concerns were. How some technology is being accessed by city staff poses security risks, some equipment is inadequate, and a rotation plan for replacement of hardware (every 4 years) should be considered and planned for. In addition, all staff should be moved to G3 licenses and should have regular (annual) internet security training. It is recommended that the City work toward fiber connections for all locations (or at least Metro Ethernet connections) and city issued cell phones for those that need them. It was mentioned that the City review and update it's technology policies. Councilperson T. Troumbly indicated that she would work on revising policy for Council approval. Clerk Anderson will send her some information. Council asked Fusion Tech for some quotations.

#### REGULAR MEETING

**4:00 p.m.**

The regular meeting was called to order by Councilperson T. Troumbly at 4:01 p.m. followed by the Pledge of Allegiance. A roll call was done by Clerk Anderson. Members present: Councilpersons Pollard, Sobtzak, T. Troumbly, Sertich. Mayor Nielsen was absent with notice.

**Moved** by Councilperson Sertich, supported by Sobtzak, **to approve the consent agenda which included Council meeting minutes of 7.12.21, correspondence, and previously sent PU claims of \$29,276.81.** Roll Call: Ayes: Councilpersons Sertich, Sobtzak, T. Troumbly, and Pollard.

**Motion** by Councilperson Sertich with the support of Sobtzak **to approve the meeting agenda as presented.** Ayes: all. Nays: none. Motion carried

#### PUBLIC COMMENTS:

Sarah Carling of CEDA inquired if the City knew how it was going to use it's ARP funds yet and that some cities are requesting additional funding through the County—there are programs available. She explained to Council that the City could apply again for a TED grant, which is funded by timber tax, and that the ask requires only a well written letter explaining the project with the ask.

#### DEPARTMENT HEADS:

##### Library

Library board minutes and reports were included in council packets. There were no questions.

### **Clerk's Report**

A written report was included in Council packets that was briefly gone over.

### **Committee/Commission/Other Public Utilities Commission & CBT**

Minutes from last CBT meeting were included in Council packets.

### **Trout Lake Fire Department**

Minutes of the last Fire Board meeting were included in Council packets.

### **Eagle Ridge Golf Course**

Nels Gustason reported they are holding work session meetings. There has been a little hiccup on the cart path project but it is being figured out. Both June and July have been good months and staff have kept the course in very good shape. The management group would like to get the carpet replaced and are looking into this.

### **Zoning & Planning**

Zoning Officer Anderson reported that he has had a meeting with Waste Management on the garbage routes and will keep council informed. Reported that the City is losing its rental inspector and will need to look for a new one.

### **Greenway Joint Recreation Board**

George Delich asked if there were any questions from the minutes that had been provided in Council packets. There were none.

### **Cotton Beach**

The Public Works department hired an additional part-time worker to assist in beach cleaning.

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

Nothing to report at this time.

### **NEW BUSINESS:**

**Remove retired staff from bank accounts – Motion** by Councilperson Sertich, with the support of Sobotzak, **to remove Mary Roy from all City Bank accounts.** Roll Call: Ayes: Councilpersons Sertich, Sobotzak, T. Troumbly and Pollard. Nays: none. Motion carried.

**City Hall Masonry & Roof Repair project** – Cavour Johnson provided a report on the progress of the project along with some challenges the contractors are running into. Two quotes were provided. One for \$1565.00 by Lenci Enterprises, the General Contractor on Temporary Shoring at steel truss and one from Tromco Electric, LLC for removing and relocating two masts and meterbases at \$3,685.00; quote does not include the cost of new meterbases (if required) nor and replacement of underground feeders or conduit. Cavour explained that all work is contingent on the MN Historical Society approving such work and that the second bid is more of an estimate and the scope of work will be determined after Minnesota Power reviews and provides a quotation on the work that they will need to do. All of these costs will be paid by the City and cannot be paid for with grant funds.

**Motion** by Councilperson T. Troumbly, supported by Pollard, **to authorize the work and bid for the Temporary Shoring at steel truss at \$1,565.00 and to table the second quote until more**

**information is received.** Roll Call: Ayes: Councilperson T. Troumbly, Pollard, Sertich, and Soltzak. Nays: none. Motion carried.

**Cybersecurity and Equipment – Motion** by Councilperson Sertich with the support of T. Troumbly **to develop city issued equipment policy and cybersecurity policy.** Ayes: all. Nays: none. Motion carried. The Clerk will work with Fusion Tech and send information to Councilperson T. Troumbly to work on policy.

**Eagle Ridge Golf Course—IRRR Cart Path Grant** – tabled.

Attorney John Dimich arrived at 4:59 p.m.

#### UNFINISHED BUSINESS:

**ARP-LFR funds** – no new information at this time.

**Brock Lane** – tabled until information received.

The meeting was closed at 5:21 p.m. to review the purchase agreement for the old fire hall property.

The meeting was reopened at 5:38 p.m. Motion by Councilperson T. Troumbly, supported by Soltzak, to approve the purchase agreement with changes and once changes are made to submit to purchaser for acceptance and scheduling of closing date. Roll Call: Ayes: Councilpersons T. Troumbly, Soltzak, Pollard, and Sertich. Nays: none. Motion carried.

#### Council concerns/comments

Pollard: None  
T. Troumbly: None  
Sertich: None  
Soltzak: the Capital Improvement Plan needs to be reviewed prior to budget time.  
Mayor Nielsen: None

Councilperson Sertich **motioned to adjourn the meeting at 5:42 p.m.** Motion supported by Pollard. Ayes: all. Nays: none. Meeting adjourned.

  
Thomas Nielsen, Mayor

  
Briana Anderson, Clerk-Treasurer