

CITY COUNCIL MEETING

A work session was held beginning at 3:30 p.m. and the regular meeting of the Coleraine City Council was held at 4:00 p.m., Monday, June 13, 2022, in the Council Chambers of Coleraine City Hall.

WORK SESSION

3:30 p.m.

Council used the work session to discuss various items amongst themselves and staff. Henry Hellmann of CEDA provided a spreadsheet of the things he has been working on for the City.

REGULAR MEETING

4:01 p.m.

The regular 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 Pollard, Sobtzak, T. Troumbly, Sertich, and Mayor Nielsen.** Attorney Dimich was also present.

Moved by Mayor Nielsen, supported by Councilperson Pollard, **to approve the consent agenda which included approval of the minutes of 5.23.22, correspondence, public utility claims of \$24,761.76, and regular claims of \$78,821.78.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Pollard, Sobtzak, Sertich, and T. Troumbly. Nays: none. Motion carried.

Moved by Mayor Nielsen, seconded by Councilperson Sobtzak **to approve the meeting agenda as presented.** Roll Call: Ayes: All. Nays: None. Motion carried.

PUBLIC COMMENTS:

There were no public comments.

DEPARTMENT HEADS

Police:

Interim Police Chief Mjolsness was unable to attend but had provided a written report along with a new policy mandated by the Minnesota POST Board on the use of confidential informants. The POST board approved the policy on 4/21/22. **Motion** by Councilperson Sertich, with the support of Mayor Nielsen **to approve policy #352.00 Use of Confidential Informants.** Roll Call: Ayes: Councilperson Sertich, Mayor Nielsen, Councilpersons T. Troumbly, Sobtzak, and Pollard. Nays: none. Motion carried.

Mayor Nielsen indicated that the Police Committee will meet Friday, June 17th in the Nyberg Center.

Public Works (Street):

Mayor Nielsen reported that he has been in discussions with the AFSCME business agent and Jessica Durbin, the city's labor attorney. AFSCME represented employees are requesting that their contract be opened up to allow for light duty employment for a one-time situation. Discussion centered around youth help and what kind of equipment they could operate and hiring of additional casual seasonal help for the time being.

ATTORNEY:

Attorney Dimich had presented two resolutions: One to remove/repair a structure and the other to remove a structure. These resolutions must be personally served to the property owner. The resolutions are on the agenda for approval.

NEW BUSINESS:

Resolution 2022-06.13-Election Judges – Motion by Councilperson T. Troumbly with the support of Sertich to approve ‘**Resolution 2022-06.13-Election Judges’ appointing election judges for the 2022 primary and general elections.** Roll Call: Ayes: Councilpersons T. Troumbly, Sertich, Sobtzak, Pollard, and Mayor Nielsen. Nays: None. Motion carried.

2022 Election Judge pay and meal (primary 8.9.22; general election 11.8.22) – Motion by Councilperson Sertich, supported by Pollard, to approve the proposed hourly pay rates and providing one delivered meal for each judge as recommended by Clerk Anderson. Head Judge: \$16 per hour; Election judge: \$14 per hour; Election judge trainees (GHS students 16 & 17 years): \$11 per hour. Delivered meal up to \$18 per person. Roll Call: Ayes: Councilpersons Sertich, Pollard, T. Troumbly, Sobtzak, and Mayor Nielsen. Nays: none. Motion carried.

Highway signs for Autumn Lane – Motion by Councilperson Pollard with the support of Sobtzak to approve the application and payment of \$3,070.36 to MnDOT for the required highway signs to be placed on Hwy 169 indicating Autumn Lane. Roll Call: Ayes: Councilpersons Pollard, Sobtzak, T. Troumbly, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

Debit card for City business – Clerk Anderson explained the current challenge with the city credit cards not having enough limit for a larger purchase that is needed by the Library. The debit card would be kept in the safe and could be turned on and off. **Motion** by Councilperson Pollard, supported by T. Troumbly, to authorize the use of a debit card with purchases approved by the Clerk’s office up to \$5,000 without prior council approval. Roll Call: Ayes: Councilpersons Pollard, T. Troumbly, Sobtzak, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

Resolution 2022-06.13-Order – Motion by Councilperson Pollard, with the support of T. Troumbly, to pass the resolution and approve personal service for the property at 407 Mitchell Avenue. Roll Call: Ayes: Councilpersons Pollard, T. Troumbly, Sobtzak, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

Resolution 2022-06.13-Order 2 – Motion by Councilperson Pollard, supported by Mayor Nielsen, to pass the resolution and approve personal service for the property at 26 Roosevelt Street. Roll Call: Ayes: Councilperson Pollard, Mayor Nielsen, Councilpersons Sobtzak, T. Troumbly, and Sertich. Nays: none. Motion carried.

Juneteenth federal holiday – lots of discussion around whether or not to close city offices and treat as a holiday including adding a paid holiday for staff. Consensus of Council was to do nothing at this time.

Paul Bunyan contract for Emergency Services Building – Motion by Councilperson Troumbly with the support of Mayor Nielsen to authorize the installation of 1 gig of service and to award the contract to whomever can provide the best service and the best cost for service. Ayes: all. Nays: none. Motion carried.

New tables and chairs for Emergency Services Building – There was a lot of discussion around this topic. A motion was made, but not seconded. Conversation will continue after the public hearing.

At 5:17pm Mayor Nielsen called a **recess** of the regular Council meeting **and opened the public hearing on the change to Section 8.51 of Chapter 8 – Public Protection Crimes and Offenses ordinance**. There was public in attendance and there was some discussion. At 5:29 a **motion** was made by Mayor Nielsen, supported by Councilperson Sertich **to close the public hearing**. Ayes: all. Nays: none.

At 5:30p.m. Mayor Nielsen motioned to **reopen the council meeting**. The motion was seconded by Councilperson Sertich. Ayes: all. Nays: none.

Motion by Mayor Nielsen with support of Councilperson T. Troumbly **to adopt the ordinance change to Section 8.51 Public Nuisance and/or Blight Prohibited and Subdivision 4 Abatement of Public Nuisances and/or Blight repealing A – F in its entirety and being replaced with:**

- **Whenever any nuisance is found on any property, the Zoning Officer and/or Police Officer shall notify the owner or occupant thereof to remove the same at his expense within a time not to exceed fourteen (14) days which exact time shall be specified in said notice. Said notice will be accompanied by a State Citation and the fine amount will be set at \$300.00 for the first offense, \$500.00 for the second Offense, and \$1000.00 for the third and subsequent offenses. Said notice shall be signed by the Zoning Officer and/or Police Officer, and shall be addressed to the person in charge of the premises on which said nuisance is found, and shall contain a brief description of the material causing said public nuisance and/or blight and a description of the premises upon which the same is located, and setting forth that, unless the nuisance is abated or removed within said time, the City will deliver the aforementioned citation to the courts for prosecution and court order to remedy the public nuisance and/or blight at the expense of the owner of the property. The property owner will be notified in said notice to contact the City Hall to set up a reinspection prior to the fourteen (14) days, if public nuisance and or blight is removed, citation will be deleted.**

And to publish said revision to ordinance as required. Roll Call: Ayes: Mayor Nielsen, Councilpersons T. Troumbly, Pollard, Sobtzak, and Sertich. Nays: none. Motion carried.

The meeting then returned to a discussion on the purchase of new tables and chairs for Emergency Service Building. This has been tabled for more information.

UNFINISHED BUSINESS:

Development of City owned land on Autumn Lane – Nothing to report at this time.

City-wide infrastructure project – The City Engineer is meeting with Henry and Sarah from CEDA later this month to strategize funding options.

Street lighting project -- Bob is continuing to work on the plans and bidding documents. Will try to have this ready for the next meeting.

Brock Lane – Bidding documents are complete, and we are ready to advertise for bids. One change made in the project was having the contractor obtain the railroad permit. This option makes sense for above ground work as we are not boring any pipes under the tracks.

Actuator Upgrade – Mayor Nielsen spoke with Mike and has clarified the quotations. Total Control does not do any of the electrical upgrades necessary for the equipment. The quotation remains at \$38,982.49 for the project. **Motion** by Councilperson T. Troumbly with the support of Sobtzak **to accept the quotes for the project and authorize the work.** Roll Call: Ayes: Councilperson T. Troumbly, Sobtzak, Pollard, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

COUNCIL CONCERNS:

Pollard: None

Sobtzak: None

T Troumbly: None

Sertich: None

Nielsen: Provided an update on the community event “Picnic in the Park”. So far the event will be from 11am to 7pm. Ads will be on the radio. Difficulty in finding a band to play. Having an open microphone is an option. Council could waive the 9pm park closing for the event.

Mayor Nielsen, supported by Councilperson Sertich, **motioned to adjourn the meeting at 5:41 p.m.** Ayes: all. Nays: none. Meeting adjourned.



Thomas Nielsen, Mayor

Briana Anderson, Clerk-Treasurer