

CITY COUNCIL MEETING

A work session was held at 3:30 p.m., the regular meeting of the Coleraine City Council was held at 4:00 p.m., and "Truth in Taxation was held at 6:00p.m. Monday, December 14th, 2020 in the Council Chambers of Coleraine City Hall with some members attending via Microsoft TEAMS.

WORK SESSION

3:30 p.m.

There being nothing formally scheduled for the work session it was used to work out some kinks with the technology and Council review of materials sent in packets.

REGULAR MEETING

4:00 p.m.

The regular meeting was called to order by Mayor Mandich at 4:00 p.m. followed by the Pledge of Allegiance. A roll call was done by Clerk Anderson. Members present: Councilpersons Pollard, Troumbly, Stish and Mayor Mandich. Attorney Dimich was also present. Councilperson Sutherland was absent with notice.

Moved by Councilperson Pollard, supported by Stish **to approve the consent agenda which included Council meeting minutes of 11.23.20, correspondence, claims of \$13,468.17 paid prior to council meeting, regular claims of \$11,113.42, and public utility claims of \$21,404.55.** Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

Moved by Councilperson Pollard with the support of Stish **to approve the meeting agenda as presented.** Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

PUBLIC COMMENTS:

Carissa Nelson inquired about parking tickets received recently by guests in her home. As a new resident, she was unaware of calendar parking and inquired as to where signs were posted and how new residents might be informed. Discussion followed relative to what could be done. This will be worked on.

DEPARTMENT HEADS

Police Department

Police Chief Mjolsness had provided a written report that was included with council packets. He reiterated that the new squad was in and would be put in use very shortly. He also informed council that his last scheduled shift would be January 7th. Clerk Anderson suggested an exit interview be done by a sitting Council member and Councilperson elect. Councilperson Pollard volunteered. Clerk Anderson will set something up.

Public Works (Street):

Public Works Supervisor Bertram attended via phone. A brief written report had been provided in Council packets. Council inquired on the cost of more signage on calendar parking. Bertram indicated they would be approximately \$26 each and larger ones (2' x 2') would be approximately \$47-\$49. **Council directed Bertram to proceed with putting up more signage around town, especially up in second edition.**

ATTORNEY:

Nothing to report.

NEW BUSINESS:

Coleraine Stormwater Project – Tim Fritz of Itasca Soil Water Conservation District (SWCD) and Bill Westerberg of TSA8 explained in detail the three options for the placement of rain gardens near Longyear Park. The City has already received a grant from the Blandin Foundation to do part of this project in conjunction with VanDyke Elementary as an educational collaboration with the City. Private donations have also been received in addition to the \$10,000 Tim Fritz has secured from the Mississippi Headwaters Board (MHB). A full report with options and drawings had been sent to Council previously and was again included in Council packets. There was much discussion. **Motion** by Councilperson Pollard with the support of Troumbly **to accept and approve option 2-Kerr Avenue Property Line on both the west and east side with the understanding that the City's cash match for this portion is not to exceed \$3,000.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Stish, and Mayor Mandich. Nays: none. Motion carried.

IEDC-Tamara Lowney – Lowney provided a Community update on IEDC's and CEDA's work in the last few months in relation to the Covid-19 response, the Itasca Small Business Relief Fund Loan Programs (ISBRF) they created and administered, and their 2021 Strategy Focus Areas. The power point presentation is available at the Clerk's office upon request.

Relief Association Benefit—**Motion** by Councilperson Troumbly, supported by Pollard, **to raise the annual benefit from \$1800 to \$2000 per year effective January 1, 2021.** Roll Call: Ayes: Councilpersons Troumbly, Pollard, and Mayor Mandich. Abstain: Councilperson Stish. Nays: none. Motion carried.

Resolution establishing polling place for 2021 – **Motion** by Councilperson Pollard with the support of Stish **to establish the Nyberg Community Center as the Coleraine precinct's polling place for 2021.** Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

2020 Pay Equity Reports – **Motion** by Councilperson Pollard, supported by Troumbly, **to accept and file the 2020 Pay Equity and Compliance Report.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Stish, and Mayor Mandich. Nays: none. Motion carried.

Zoning & Planning request re-review of fence at Day Care facility – Z & P member Ken Smith requested Council re-review their position on the fence at a local day care facility. After much discussion and upon recommendation of Attorney Dimich, Council decided to stick with their original

decision as documented in prior minutes. It was agreed that should a formal complaint be filed with the City, the Council would revisit it.

Housekeeping—changing of the guard – Motion by Councilperson Pollard with the support of Stish to have Daniel Mandich removed from all city bank accounts and that Mayor elect Thomas Nielsen be added to the bank accounts of the City effective January, 2021. Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

Motion by Councilperson Pollard, supported by Troumbly, **for the Clerk to pay any remaining bills in December to get in on 2020 business.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Stish, and Mayor Mandich. Nays: none. Motion carried.

Motion by Councilperson Pollard with the support of Troumbly **to raise the wages for part-time/summer/rink help to: \$10.08 per hour for the first year, \$10.58 for the second year, and \$11.08 for the third year effective January 1, 2021 to reflect the new 2021 Minnesota minimum wage rates.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Stish, and Mayor Mandich. Nays: none. Motion carried.

Motion by Councilperson Pollard, supported by Stish, **to close the savings account that was set aside for new computers and transfer to the general fund and library fund according to the monies that were paid out.** Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

Policy—Electronic Communications & city owned equipment – this item got missed and will be put on the next agenda.

UNFINISHED BUSINESS:

City contribution to Mt. Itasca/Itasca Ski and Outing Club – tabled until conversation can be had with other entities.

COUNCIL CONCERNS:

Troumbly: Thanked Mayor Mandich for the good job he has done the past two years.
Stish: Echoed Councilperson Troumbly.
Pollard: Thanked Councilperson Stish and Troumbly for showing him the ropes.
Sutherland: Absent
Mandich: Thanked Councilperson Stish and Troumbly for their dedication good work over the last four years.


At 5:57p.m. Mayor Mandich recessed the Council meeting to take a short break prior to Truth in Taxation.

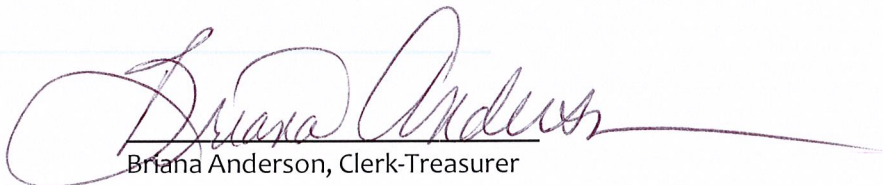
At 6:05p.m. the Council meeting resumed with the **Truth in Taxation** portion of the meeting. Discussion was held regarding the 2021 budget. There was no public available at the meeting either in person or virtually by TEAMS meeting. Clerk Anderson indicated she had revised the police department budget to reflect a lower payment on the new squad than originally anticipated. She stated modifications will need to be made throughout the new year reflecting technology costs as a

separate line item that she believes previously had been part of miscellaneous expenses, but the expenses will have minimal impact on the overall budget. Council discussed the levy being considered and the impact. It was noted that the rural benefit ratio has been raised to 45 percent according to the previously approved schedule. The preliminary levy had been set at 9 percent.

Councilperson Stish **motioned to close the Truth in Taxation portion of the meeting and to set the final levy at 5 percent resulting in an increase of \$35,073 to the general fund and \$4,529 to the Library fund—an overall increase of \$39,602 in revenue.** The motion was seconded by Councilperson Troumbly. Roll Call: Ayes: Councilpersons Stish, Troumbly, Pollard and Mayor Mandich. Nays: none. Motion carried.

Motion by Councilperson Pollard with the support of Troumbly **to adjourn the meeting at 6:41 p.m.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Stish and Mayor Mandich. Nays: none. Meeting adjourned.


Dan Mandich, Mayor
Thomas Nielsen


Briana Anderson, Clerk-Treasurer