

#### CITY COUNCIL MEETING

A work session was held beginning at 3:00 p.m. and the regular meeting of the Coleraine City Council was held at 4:00 p.m., **Monday, September 9<sup>th</sup>, 2024** in the Council Chambers of Coleraine City Hall. Please note that this meeting combines the previously cancelled meeting (due to last minute lack of quorum) of 8.26.24, the second meeting of the month with the normal 1<sup>st</sup> meeting of the month.

#### WORK SESSION

**3:00 p.m.**

During the work session, Matthew Henrichs of Valhalla Industries provided a presentation regarding a cannabis grow operation he intends to start in the Coleraine taxing district. He explained that he has applied for a license through the state and explained some of the laws and regulations that are still changing. The company be a wholesale distributor not a retailer. Questions were asked and answered. Council thanked him for coming.

Annie Nichols of CEDA could not be available to conduct a Comprehensive Plan presentation due to illness. She will be rescheduled for the next Council meeting.

Clerk-Treasurer Anderson provided some preliminary revenue budget numbers explaining and some very preliminary expenditure numbers. A budget session and special meeting was scheduled for Wednesday, September 25<sup>th</sup> at 5pm.

#### 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-Treasurer Anderson. **Members present: Councilpersons Giving, Soltzak, T. Troumbly, Sertich, and Mayor Nielsen.**

**Moved** by Mayor Nielsen, supported by Councilperson Sertich, **to approve the consent agenda which included minutes of 8.12.24, correspondence, PU claims sent of \$23,442.03, claims of \$23,008.32 (\$13,932.86 already sent; \$9,075.46 not sent), claims of \$101,129.25 and Resolution No. 2024-08.26—Cotton Park – accepting food donations for volunteers for the two-day community build.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, T. Troumbly, Soltzak, and Giving. Nays: none. Motion carried.

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

#### PUBLIC COMMENTS:

Clerk-Treasurer Anderson stated that she has had complaints from residents regarding the leash law, dog feces in the park, and inquiring about enforcement of those and a curfew. Stara Payne reported that they are planning a 4-hour concert at Mt. Itasca on July 12<sup>th</sup> for a fundraiser and the board will be ready to apply for an IRRR grant for snowmaking equipment.

## DEPARTMENT HEADS

### Library

Reports were not available.

### Clerk's Report

Clerk-Treasurer Anderson briefly went over her normal written report and an addendum. Most notable was a reminder of the Grand Opening and Ribbon cutting with Mayor Nielsen for Raven Stone on Friday, September 27<sup>th</sup> at 4pm; her request to change the agent of record for PEIP insurance; an individual who is willing to be a write in candidate: David Wilson who lives in the rural taxing district; and the inability to bring in someone part-time during the Deputy Clerk's extended vacation due to an illness. A **motion** was made by Councilperson T. Troumbly, with support of Sertich, **to authorize the City Clerk-Treasurer to change the agent of record for the PEIP health insurance program.** Ayes: all. Nays: none. Motion carried.

### Police

A written report was included in council packets. Officer Kaanta had nothing to add at this time.

### Public Works

Public Works Supervisor Rogich went over the written report included in Council packets.

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

Minutes from both meetings were included in Council packets.

### Trout Lake Fire Department

Minutes were included in Council packets.

### Eagle Ridge Golf Course

Minutes from the last Management Group Board meeting were included in Council packets as well as financials from July.

### Planning & Zoning Commission

Minutes from the last meeting including a zoning officer report were included in Council packets. A public hearing is requested to be set up to revise the ordinance on size requirements for accessory buildings on R-2 properties.

### Greenway Joint Recreation Board

Minutes of their last meeting were included in council packets.

### Cotton Beach & Mt. Itasca Ski Hill

Nothing to add that had not already been shared during public comments.

### Infrastructure Committee

No meeting was held due to lack of a quorum.

### CEDA

A written report was included in council packets.

**NEW BUSINESS:**

**Police Chief Job Description-posting – Motion** by Mayor Nielsen with support from Councilperson Giving to approve the Police Chief job description as presented and to post the position both internally and externally at the same time. Ayes: all. Nays: none. Motion carried.

**Appoint Interim Police Chief – Motion** by Mayor Nielsen with support from Councilperson Sertich to appoint current officer Marcus Kaanta as Interim Police Chief effective today (9.9.24). Ayes: all. Nays: none. Motion carried. Officer Kaanta accepted appointment.

**Approve PT officer hiring – Motion** by Mayor Nielsen, supported by Councilperson T. Troumbly, to approve the hire of Kiara Rantala as a part-time police officer. Ayes: all. Nays: none. Motion carried.

**Signage for Cotton Park Playground –** Public Works Supervisor Rogich provided some samples of signs and dog waste stations that could be put up in the Cotton Park playground area and/or at Longyear Park. He also mentioned that if dog waste stations were to go up in Longyear Park that the ordinance would have to be reviewed and changed to allow pets. **Motion** by Mayor Nielsen with support from Councilperson Giving to move forward with signs at the discretion of the Public Works Supervisor. Ayes: all. Nays: none. Motion carried.

**Road patch on Dudley Avenue –** Public Works Supervisor provided maps and costs for a 27-foot wide, 205-foot-long patch at a cost of \$49,800. He stated the city crew could do the tear out of what needs to be replaced saving the city 10% of the cost bring the project to \$44,820.00. **Motion** by Councilperson Sertich, supported by Giving, to approve the work at a cost of \$44,820 and for the funds to come out of the 402 – Municipal Streets Fund. Roll Call: Ayes: Councilpersons Sertich, Giving, Sobtzak, T. Troumbly, and Mayor Nielsen. Nays: none. Motion carried.

**Resolution 2024-09.09—Holiday Lights –** Mayor Nielsen motioned to approve Resolution 2024-.09.09 accepting the donation of cash to pay for holiday lights ordered. The motion was seconded by Councilperson Sertich. Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, T. Troumbly, Sobtzak, and Giving. Nays: none. Motion carried.

**Rink Attendants – Motion** by Councilperson Sertich with support from Mayor Nielsen to authorize posting for rink attendants for the 2024-2025 winter season when appropriate. Ayes: all. Nays: none. Motion carried.

**Review of youth wages (seasonal) –** City Clerk-Treasurer Anderson requested a review of the current seasonal pay rates since they had not been reviewed since October 2022. No action needed to be taken.

**Property ID # 88-420-1310 – Motion** by Mayor Nielsen, supported by Councilperson Sertich, to approve the purchase of the property for up to \$1,000. Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, T. Troumbly, Sobtzak, and Giving. Nays: none. Motion carried.

**Resolution No. 2024-09.09—IRRR—Mt. Itasca – Motion** by Councilperson Sobtzak with the support of Giving to approve Resolution No. 2024-09.09 authorizing the city to make application to and accept funding from IRRRB's Public Works Grant for Mt. Itasca's Snowmaking Improvement Project. Roll Call: Ayes: Councilpersons Sobtzak, Giving, T. Troumbly, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

**UNFINISHED BUSINESS:**

**Professional Services Agreement for SRO** – City Clerk-Treasurer Anderson stated that after back and forth with attorneys this is ready to be approved by Council and submitted to the Greenway ISD #316 Board for their approval. **Motion to approve the agreement** made by Councilperson Giving with the support of Mayor Nielsen. Roll Call: Ayes: Councilperson Giving, Mayor Nielsen, Councilpersons Sertich, T. Troumbly, and Sobtzak.

**City Attorney – civil and criminal** – a proposal from Attorney Paul Shaffer had been submitted to Council in their packets. To represent the City as a criminal attorney the retainer would be \$2,500 per month; as a civil attorney the fee of \$185.00 per hour would be charged. **Motion** by Councilperson Giving, supported by Sertich to **accept/offer the attorney positions to Paul Shaffer at the rates he proposed beginning in January 2025**. Roll Call: Ayes: Councilpersons Giving, Sertich, T. Troumbly, Sobtzak, and Mayor Nielsen. Nays: none. Motion carried.

**Sidewalk Repairs** – Public Works Supervisor Rogich provided quotes from two entities for sidewalk repair that is needed in various locations. **Motion** by Councilperson Sertich with support from T. Troumbly to **approve the work and the quote from Hawk Construction for \$18,900.00**. Roll call: Ayes: Councilpersons Sertich, T. Troumbly, Sobtzak, Giving, and Mayor Nielsen. Nays: none. Motion carried.

**Proclamation – ‘Ken Smith Day’** – Councilperson T. Troumbly is working on.

**COUNCIL CONCERNS:**

**Sobtzak:** None

**T Troumbly:** None

**Sertich:** None

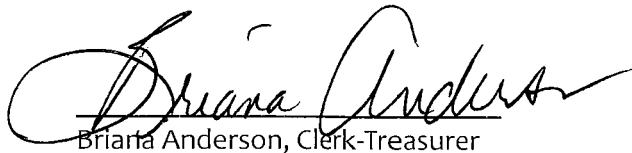
**Giving:** None

**Nielsen:** Wants the current council to consider raising the pay for the council and mayor beginning with the newly elected (and sitting) officials in January, 2025.

**Motion to adjourn the meeting at 5:48 p.m.** by Mayor Nielsen with support from Councilperson Sertich. Ayes: all. Nays: none. Motion carried, meeting adjourned.



Thomas Nielsen, Mayor



Briana Anderson, Clerk-Treasurer