

CITY COUNCIL MEETING

A work session was held at 3:30 P.M. and the regular meeting of the Coleraine City Council was held at 4:00 P.M., Monday, January 8, 2018, in the council chambers of Coleraine City Hall. Members present: Mayor Jim Hagen, councilpersons Jeff Troumbly, Ryan Stish, Peggy Smith and Mary Drewes.

WORK SESSION

3:30 P.M.

Christa Berg addressed the Council regarding possible use of the beach and old fire hall property for summer 2018 children's programming as well as for future permanent area recreation programs. She indicated that funding to purchase the building would probably not be an issue and requested interest from the City by appointing a member to convey the City's position during the development of the business plan. The Council didn't appoint anyone but Mayor Hagen advised he will inquire with interested residents and respond to Ms. Berg.

REGULAR MEETING

4:00 P.M.

The regular meeting was called to order at 4:10 p.m. Moved by councilperson Smith and supported by councilperson Stish to approve the consent agenda, amending the claims by adding \$31,500.00 as Coleraine's portion of 2018 budget for TLF, bringing the new claim total to \$223,676.85. Roll call: Ayes: Smith, Stish, Troumbly, Drewes, and Mayor Hagen. Nays: none. Motion carried. Councilperson Smith, with support by Councilperson Stish, moved to approve the meeting agenda with the addition of Professional Contact Policy. Ayes: all. Nays: None. Motion carried.

PUBLIC COMMENTS: none

DEPARTMENT HEADS

Street:

Interim Supervisor Bertram presented information about 2011 bucket truck from MN Power (180,000 miles) to replace department's old bucket truck. Councilperson Smith moved to allow Street Department to purchase the bucket truck for \$30,000, with support from councilperson Troumbly. Bertram was asked to sell old bucket truck and about what certification is needed to operate aerial trucks. He stated he would check into both items. Roll call: Ayes: Smith, Troumbly, Stish, Drewes, and Mayor Hagen. Nays: none. Motion carried.

Bertram presented Hoopman plow contract. Councilperson Drewes moved to accept the one time contract for \$300.00, contingent upon ok from city attorney, and was supported by councilperson Stish. Roll call: Ayes: Drewes, Stish, Troumbly, Smith and Mayor Hagen. Nays: none. Motion carried

Councilperson Smith moved to award demolition bid for 210 Hartley to Deer River Trucking in amount of \$14,000, and Troumbly supported. Bertram advised that asbestos has been removed from property. Roll call: Ayes: Smith, Troumbly, Stish, Drewes, and Mayor Hagen. Nays: none. Motion carried.

Bertram asked about water meters, and stated that Coleraine is one of 15% of cities who still do not have water meters. The Council asked Bertram and City Engineer Beaver to bring information to February 12th meeting. Councilperson Smith asked Bertram about the MN Dept of Health report regarding high copper levels in water, and Bertram replied he will contact affected residents.

No discussion on fire extinguishers.

The council and Bertram discussed Centennial Acres roads (Pear Lake, Kessler, Gunn, Brock, Wyss) in serious need of attention and repair.

Police:

Chief Mjolsness presented department report. He requested to have the City Parking Ordinance amended to reflect state citation process which was adopted two years ago. By law, the amendment to the ordinance does not require a public hearing, only that it be posted for 10 calendar days before a vote is taken. The amendment will be placed on the next agenda for a final council vote.

Mjolsness showed available rental space at the old PD to a representative of the Boys & Girls Club. He stated that if they thought it suited their needs, they should contact the council to ask about rental fees.

Trout Lake Fire Department:

Chief Mjolsness advised that the joint department had 248 calls in 2017. There are still problems with new building but Hammerlund has been taking care of them. Currently the department has had 2 resignations and 2 new applicants.

Committees and Commissions:

Mount Itasca Ski hill: Thank you note in packet. Drewes informed council that insurance will go up, and asked the council to consider increasing its payment to \$11,000 when payment comes due this summer.

CBT: no report presented.

WMMPB: no report presented.

Fire Board: Hagen informed council that board meets 1.10.18.

Police collaboration: Hagen is interested in arranging another meeting.

Attorney: arrived at 5:20 pm.

2018 Mayor's Appointments: Moved by councilperson Troumbly, and supported by councilperson Stish to approve the 2018 Mayor's Appointments. Ayes: all. Nays: None. Motion carried.

NEW BUSINESS:

An interview committee was selected for the clerk's position, and includes Councilpersons Smith, Stish, and Drewes, along with former clerk Pat Dolensek. A timeline was provided to guide the interview process.

Moved by councilperson Smith, and supported by Drewes, to authorize DC Roy to contact auditors regarding the transfer of the Coleraine Bovey sweeper account to Bovey. Item will be put on next agenda.

Moved by councilperson Smith and supported by councilperson Stish to support Greenway Prom by buying advertising for \$100.00. Roll call: Ayes: Smith, Stish, Troumbly, Drewes, and Mayor Hagen. Nays: none. Motion carried.

Moved by councilperson Drewes and supported by councilperson Stish to authorize Sterle and Co. to complete 2017 audit for \$7,950.00. Roll call: Ayes: Drewes, Stish, Troumbly, Smith, and Mayor Hagen. Nays: none. Motion carried.

Mayor Hagen discussed an opportunity for City solar power, and advised that the City of Bovey is interested. A free proposal can be obtained and the council agreed. Hagen will provide updates.

OLD BUSINESS:

Old City fire hall: Mayor Hagen stated that since new information re: use of old fire hall was brought to today's meeting, the City should possibly hold off on selling property at this point. Maybe lease the building. The Council agreed to wait for developments with Christa Berg and her group's business plan.

City industrial lot: Council consensus is to wait to make a decision about the \$1,000.00 offer until after the 1.17.18 Planning Commission meeting, where councilperson Stish will get additional information regarding NRR. This topic will again be placed on next agenda, under Planning.

Trillium Leadership: No council action.

Employee Policy Chapter 4: Councilperson Smith moved, with support from councilperson Stish, to accept chapter 4 of Employee Policy, contingent upon AFSCME union concerns. Council questions included bone marrow donor leave, employee assistant program, and cobra, to which Smith responded by stating that the opening page of the policy manual indicates that in sections where union collaborative agreements are addressed, the union collaborative agreement always supersedes the policy. Ayes: all. Nays: None. Motion carried. Councilperson Smith indicated she would like all employees to have policy manuals in hand before the auditors begin their onsite work this month, thereby letting the auditors know the City has done its due diligence and followed their recommendations.

Professional Contact Policy: Councilperson Smith moved to adopt the Professional Contact Policy as written, supported by councilperson Troumbly. This policy authorizes City Clerk or Mayor to contact

professional services only. Exceptions can only occur if permission is granted to council members/city staff by the Council or the Mayor, and any costs incurred to the City by any councilmember/city staff outside the policy will be the responsibility of that councilmember/city staff. Ayes: all. Nays: None. Motion carried. This policy will be placed in the Employee Policy Manual.

Council concerns/comments:

Drewes: none
Stish: none
Troumbly: none
Smith: 2017 funds from golf course not received. Wants to follow up with this.
Hagen: none

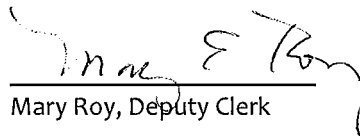
ASSIGN TO NEXT AGENDA: 1.22.18 (so far!!)

- **Parking ordinance amendments vote**
- **Advertise for public works superintendent**
- **Old fire hall, CITY APPOINTMENT?**
- **City Industrial lot (under Planning)**
- **Coleraine Bovey sweeper account to Bovey**
- **Golf course 2017 funds received by City?**
- **Solar Power?**

Moved by councilperson Stish and supported by councilperson Smith to adjourn the meeting at 6:52 P.M. Ayes: All. Nays: None. Motion carried.



Jim Hagen, Mayor



Mary Roy, Deputy Clerk