

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, April 23, 2018, in the council chambers of Coleraine City Hall. Members present: Mayor Jim Hagen, Councilpersons Peggy Smith, Mary Drewes, Ryan Stish, and Jeff Troumbly.

WORK SESSION

3:30 P.M.

Bryan Linder, the northern Minnesota Solar Consultant for National MicroGrid, and owner David Eid provided a presentation of their potential plans for Solar Power to the City of Coleraine buildings. They worked with Minnesota Power and provided hard dollar figures that they are backing up which would provide a drop in electric rates by ten percent. The presentation included a statement that this would not cost the city anything to build or invest in; the city would provide the land, allow the company to reside there, and would approve a power purchase agreement for 25 years. At the end of 25 years, three options were given: 1) extend power contract for another 5 years, 2) purchase it all for \$1.00, or 3) force the company to remove all equipment from the land. The council will hear/talk to them again since Solar Power is on the agenda.

REGULAR MEETING

4:05 P.M.

The regular meeting was called to order at 4:05 p.m. Moved by councilperson Smith, supported by councilperson Stish to approve the consent agenda with the addition of claims totaling \$6,377.68. Roll Call: Ayes: Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Nays: none. Motion carried. Councilperson Smith, with support by councilperson Stish, moved to approve the meeting agenda. Ayes: all, Nays: none. Motion carried.

PUBLIC COMMENTS: none

DEPARTMENT HEADS

Library:

The library report was provided in council correspondence. Councilperson Smith reported that she was not at the last meeting, but that the ceiling repair has been completed.

Golf Course:

Golf course representative Skaar was present and reported that the greens came through the winter well. The opening has been delayed due to the weather; he is hopeful that the front nine will open tomorrow, the 24th, along with the driving range. The golf course should be experiencing a cost savings with Adam Johnson taking over as Grounds Superintendent. Kurt Johnson will fill in when necessary.

Visit Grand Rapids has taken the lead on marketing local facilities to those outside of the area. Skaar feels this will generate more exposure and is going well.

Mike Barle would like to have a Golf Course work session with the Council.

Planning:

Lloyd provided a list of four recommendations with appropriate action for each of them. Those four items are: 1) Renaming Old County Road 440 from Curly Ave to Trunk Highway 169, 2) Renaming Division Street, 3) renaming Cotton Drive to Roosevelt Street, and 4) assigning physical addresses to the Hollywood Area. During the discussion it was asked if a public hearing could be held on the same day for all four listing an

amount of time for each of them. Lloyd indicated that Dave Bily would contact all the agencies involved. Consensus was to **set up a public hearing**.

Greenway Joint Recreation Board:

Meeting minutes were provided as correspondence.

Clerk:

As part of the Clerk's report it was noted that the Audit and Management letter from Sterle & Co. needs to be formally accepted; this was moved to new business. Council was informed that some corrective action has already taken place or addressed since December 31st, 2017. Anderson informed the council that a written response with a **corrective action plan to each of the 13 material weaknesses/compliance issues** would be in the best interest of the City. This was suggested by the Auditors and in all likelihood the State Auditor will want a copy as well. Anderson requested to work with liaison to begin working on a **draft** as a starting point. Councilperson Smith suggested that we schedule a **special work session to inform and discuss**. This was acceptable to all and **Tuesday, May 8th**, beginning at 3pm was scheduled for this session. A notice will be posted.

Council was informed of process changes to accounting that have already been implemented. It was also reported that adjusting journal entries to clean up 2017 are almost completed so the year can be closed out. Other 'catch up' data needs to be entered and reconciliations done. The goal is to have solid financial reports available for review the first Council meeting of the month for the prior month. This is a work in progress.

NEW BUSINESS:

Motion by Councilperson Drewes to authorize SEH to **advertise for bids for the CBT Forcemain and Pump Station Improvements Project** once final steps and final approvals are completed. Councilperson Troumbly supported the motion. Roll Call: Ayes: Councilpersons Drewes, Troumbly, Stish, Smith, and Mayor Hagen. Nays: none. Motion carried. Bob Beaver will keep us informed of the progress with dates.

A second motion was made by Councilperson Smith, supported by Stish, to **approve a request for an extension of the above project** since part of the process is taking longer than expected. Construction was to start in May; CBT is working with MPCA in asking for an extension. Roll Call: Ayes: Councilpersons Smith, Stish, Troumbly, Drewes, and Mayor Hagen. Nays: none. Motion carried.

A motion was made by Councilperson Drewes, supported by Stish, to **donate \$100 to GHS for the Greenway Day of Caring** on May 17th. Ayes: All, Nays: none. Motion carried.

City Hall Conditions Assessment -- Cavour Johnson provided details on the RFP process and submissions. His recommendation is to award the job to Collaborative Design Group, Inc. which came in just below the \$10,000 figure. The references he received were glowing; most commented that the firm did more than what was expected.

A formal motion was made to **accept the \$10,000 grant from the Minnesota Historical Society for the City Hall Conditions Assessment** (and if necessary to accept a resolution in lieu of the motion) was made by Councilperson Smith, supported by Troumbly. Roll Call: Ayes: Councilpersons Smith, Troumbly, Stish, Drewes, and Mayor Hagen. Nays: none. Motion carried.

Moved by Councilperson Smith, supported by Drewes to **award the City Hall Conditions Assessment Project to Collaborative Design Group, Inc. for a cost of \$9,700.00**. Roll Call: Ayes: Councilpersons Smith, Drewes, Stish, Troumbly, and Mayor Hagen. Nays: none. Motion carried. Cavour will set up the site visit and get the process rolling.

Cavour wishes to put together a collaborative team to work with the Collaborative Design Group. His recommendations are: Mayor Hagen, Lloyd Anderson, Randy Savich, Harry Bertram, Dan Dezelske, Briana Anderson, and anyone else on the council who would like to participate. Cavour will make the contacts and set this up for the site visit which he assumes will be sometime the week of May 7th.

Finally, Cavour requested a **motion to allow volunteers**, with oversight by him, **to remove debris and old items that are not furniture in preparation for the site visit**. Said motion was made by Councilperson Drewes and supported by Stish. Ayes: All, Nays: none. Motion carried.

Acceptance of Teamsters Local No. 320 Labor Agreement – A discussion ensued. Negotiations were completed long ago but some minor language changes didn't appear to have been made. There was some confusion over who has seen what – apparently, not everyone was reviewing the same document and a couple questions remain. One councilperson stated they wanted a Memorandum of Understanding (MOU) renegotiated for communication purposes. They were informed that the MOU referenced was not part of the Labor Agreement but was a Memorandum of Settlement connected to a grievance. Motioned by Councilperson Smith, supported by Drewes, to **table acceptance of the Labor Agreement until each Councilperson can see the same document and the language issues in this agreement can be resolved**. Ayes: All, Nays: none. Motion carried. Clerk-Treasurer Anderson will facilitate the process and have this sent out and ready for formal acceptance at the May 14th Council meeting.

Motion by Councilperson Smith, supported by Drewes to **accept the 2017 City of Coleraine Audit Report and Management letter from Sterle and Co.** and to **accept the Special Meeting minutes of 4.19.18**. Ayes: All, Nays: none. Motion carried.

OLD BUSINESS:

Council Training – roles and governance Open meeting—date set for Monday, May 21st at 3:00 p.m. Notice will be posted.

Playground equipment/Beefy Lawson request/funding requests for new raft at Cotton Beach – Mayor Hagen reported that requests have been made to the Eagles, Eagles Auxiliary and Grand Rapids Recreation. He has not heard from anyone yet, including from the Beefy Lawson fund.

Old Fire Hall: Mayor Hagen informed that Christa Berg would not be able to use the facility until mid-2019. Rapid Rooter is still interested in leasing the building. The discussion was around what should be charged for a monthly lease and how long it should be for. Mayor Hagen will take the lead and contact Attorney Dimich to draw up a lease with a blank amount and a length of time while an attempt to find comparable rates is made.

Fire suppression system update: No information available at this time.

Solar Power: Guests from National MicroGrid came back into the meeting. There was much discussion around where this might go, how it wouldn't cost the City anything and why, and what the next step is. Distance does matter and where it goes would be worked out with Minnesota Power; that is something that they would do. Minnesota Power lines can be used for up to 1 megawatt of production transport; anything over that the City would pay to Minnesota Power. Investors are already in place. The City would have attorney fees for contract review.

A minimum of 4 acres is needed to produce 800 kw; 10 acres is needed if you want to expand at some point. They are willing to do some more due diligence work without having a commitment but will need a letter of intent decision within the next month. Ideally construction could begin by mid-summer. Typically proposals can be worked on with a letter of intent. Until the contract is signed, there is zero commitment. They are willing to move forward if we are really interested.

Motion by Councilperson Smith, supported by Troumbly to **let the process with National MicroGrid for solar power move forward with the 60 days of due diligence taking place with the place/location to be determined**. Roll Call: Ayes: Councilpersons Smith, Troumbly, Stish, Drewes, and Mayor Hagen. Nays: none. Mayor Hagen will draft a letter.

Public Works Supervisor position: The job posting comes down Thursday, April 26th at 4:30pm. Jim Ohman has agreed to sit on the application review/interview committee with Councilperson Troumbly and Mayor Hagen. Mayor Hagen will contact and set up review time for some time next week.

Councilperson Smith left the meeting at 6:41 p.m.

City Petition to have employee change unions: No action taken.

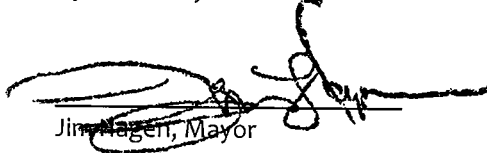
Council concerns/comments:

Hagen: Question on whether the City wanted to pursue the purchase of the Wally Herschbach building (between Maki's and Danielson's).
Drewes: Still has concerns about MOUs in the Teamster Labor Agreement and again voiced concern regarding the Memorandum of Settlement in response to a Class Action Grievance. Further concern about squad car use of the GHS Liaison Officer; wants contract reviewed.
Stish: None
Troumbly: None

ASSIGN TO NEXT AGENDA: 5.14.18 (so far!!)

- **Formal approval of Teamsters Local #320 Labor Agreement**
- **Public hearing for road name/renumbering changes**
- **Funding for playground equipment/raft at Cotton Beach**
- **Old Fire Hall**
- **Fire suppression system**
- **Solar Power**
- **Public Works Supervisor position**
- **City Petition to have employee change unions**

Moved by councilperson Troumbly and supported by councilperson Stish to adjourn the meeting at 6:50 pm.
Ayes: All. Nays: None. Motion carried.



Jim Hagen, Mayor



Briana Anderson, Clerk-Treasurer