

## 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 on Monday, July 23<sup>rd</sup>, 2018, in the council chambers. Members present: Mayor Hagen, Councilpersons Smith and Drewes. Councilpersons Stish and Troumbly were absent with notice.

### WORK SESSION

**3:30 P.M.**

Dave Eid from National Micro Grid and Paul Hellstrom from Minnesota Power addressed the council regarding Solar Power. Mayor Hagen inquired regarding the questions raised by a League of MN Cities Lawyer. The Council is requesting answers to and clarification on the Leagues e-mailed questions. Both parties spent some time explaining how the process works. Minnesota Power does have a Community Solar Garden Program that could possibly be tapped into. Hellstrom, from MP, explained that per MN Statute, the solar power must be produced right next to where the power is being used; a single system servicing several locations is not allowed. Hellstrom further explained that their program is a fixed price for 25 years and explained what happens when the array produces more power than what is needed. Eid, from MicroGrid, confirmed this and stated that instead of a single 800 k system they were hoping to put up, they are looking at breaking this down into 12 systems. Eid also indicated that there usually is some back and forth between attorneys to hammer everything out. They will get back to the Council with a modified plan, answers/clarification on questions.

### REGULAR MEETING

**4:06 p.m.**

The regular meeting was called to order at 4:06 p.m. followed by the Pledge of Allegiance.

Moved by Councilperson Smith and supported by Drewes to **approve the consent agenda** which included the **minutes of the 7.9.18 council meeting**, correspondence and **claims totaling \$18,962.34**. Roll Call: Ayes: Smith, Drewes, and Mayor Hagen. Nays: none. Motion carried. Councilperson Smith, with support by Drewes, motioned to **approve the meeting agenda with the addition of Auditor concerns**. Ayes: all, Nays: none. Motion carried.

### PUBLIC COMMENTS:

Jim Gibeau addressed the Council on several issues. He reported that this is the second time he's approached the Council in the last few years regarding a blight issue on a neighbor's property. He is getting conflicting reports on who enforces the blight in Centennial Acres. He is also concerned about rental and septic compliance issues with the property. His concern was that the rental property was approved with a septic system that is not in compliance according to Itasca County. A letter relating to non-compliance was provided to the Council. Gibeau is also concerned with blight at the trailer park and the condition of the roads in that area. He is asking what happened to the five year plan to address road issues.

Duane Ranger, Lloyd Anderson and Mayor Hagen clarified the ordinance and explained about the process. Gibeau was assured that he had been heard and that a process will be followed. He was also told that Attorney Dimich will be contacted. Hagen reiterated that something will be done.

David Storrs also addressed the council. He had four issues: blight in Centennial Acres including the trailer park, the state of the roads in the area, the parking of a logging truck right next to a road, and the speed limit on Midway Road. Storrs wanted to know what needed to be done to get the speed limit reduced to 25 miles per hour. Can the Council take action on that? This will be checked in to.

### DEPARTMENT HEADS:

### Library

Councilperson Smith stated that the Library has had a packed summer season. The last performance of the City Band will be Thursday, July 26<sup>th</sup> and will be coordinated with Pie and Coffee at the Library.

### Golf Course

Gordy Skaar provided an oral report briefly covering information provided on the financials in Council packets. May and June were both good months and are better than they were last year. July should be over last year as well. Skaar also provided a sheet stating the impact the increased minimum wage has had on operations. An additional factor is that the Golf Course moved from a small business to a large business, resulting in a change to the upper tier of the minimum wage. He reported that the total number of hours worked were cut in order to mitigate the impact.

### Planning

Lloyd Anderson presented the Council with a list of signs that need to be purchased and put up, some coordinated with the State of Minnesota Highway Department. A total of 7 signs are to be ordered.

It was reported that the addressing/renumbering won't be addressed until after the primary election on August 14<sup>th</sup>.

A party is interested in purchasing the empty lot on 402 Congdon. The lot is 70' wide, but is considered buildable because this was sectioned off before the City set the rule of 75' lots. The lot will have to be surveyed with the owner picking up this cost.

### Greenway Joint Recreation Board

Minutes from the last board meeting were included in Council correspondence. No representative was in attendance.

### Clerk's Report

Clerk Anderson provided a written report and went over the highlights. The election administration duties are coming along. Various policies to consider are being worked on as they arise. The report included the status of three outstanding IRRRB grants and the current IRRRB ask for the CBT Forcemain project. Still working on finishing adjusting journal entries, entering deposits, and other accounting tasks that need to get caught up prior to and since hire. Anticipate financial reports by August 13<sup>th</sup> Council meeting.

### NEW BUSINESS:

**Street Lighting** – Mayor Hagen wants to look at the entire town to see if some street lights can be eliminated and save some money. The city may have more than what is needed. He reported that he figures it costs the City \$30 per month per street light. Councilperson Smith called Minnesota Power to report that the street lights on Morrison were not working – has not yet received a response. It was noted that each street light has a number on it that needs to be given when reporting an issue.

Motion by Councilperson Drewes with support of Smith to **pass and adopt a resolution authorizing the City of Coleraine, MN to reapply and accept funds from IRRRB for CBT Forcemain Project**. Roll Call: Ayes: Councilpersons Drewes, Smith and Mayor Hagen. Nays: none. Motion carried.

**IT Service-Total Control System** – Public Works Supervisor Bertram is requesting the purchase of this system; this is recommended by the Public Utilities Commission. Bertram explained that this is a system that provides access to the plant by an off-site technician in Minneapolis where the system can be adjusted or reset from the technician's laptop with no charge to the City. This will save the city service call time and mileage. In addition, with wireless service, alerts can go right to Bertram's cell phone where adjustments and resets can also be done. Wireless connections would need to be set up by SCI. The initial cost of equipment is \$3,187.50 plus a \$25 monthly charge for service. The wireless set up would cost an additional

\$1,100. Wireless set up would reduce Call Out time. **Motion** by Smith with support of Drewes to allow the equipment purchase of IT Service – Total Control System from Public Utilities funds.

**Motion** by Councilperson Drewes with support of Smith to accept the resolution appointing election judges for the 2018 primary and general elections. Roll Call: Ayes: Councilpersons Drewes, Smith, and Mayor Hagen. Nays: none. Motion carried.

**Fee for Transient Merchants, Solicitors, etc.** – Original ordinance was approved 6.24.13 stating a fee. The fee was not found in ordinance nor is on the fee schedule. **Motion to adopt \$20 (minor) and \$100 (long term-annual) license fee for “Transient Merchants, Solicitors, Peddlers, and Canvassers’** made by Drewes with support from Smith. Roll Call: Ayes: Drewes, Smith, and Mayor Hagen. Nays: none. Motion carried.

**Auditor concerns** – Councilperson Drewes concerned that Street Department is having issues reading their pay stubs and time tickets and that City address concerns from audit. She reached out to a previous temporary employee who would be willing to provide training on additional software. Clerk Anderson reported that City has been working on the issue and that the City already uses a Banyon module for payroll. Discussion surrounded the potential of going to a CTAS system in January, the costs surrounding an expanded module now, costs, value, and implication of moving to a new system. Clerk Anderson concerned about adding software or changing systems until budget time, but will look into issue.

#### OLD BUSINESS

Pay upgrade for employee – Mayor Hagen went over AFSCME contract language in Article XII, Section F (on page 12). Employee has filed a grievance and is asking for an upgrade in pay going back to May 17, 2018. Public Works Supervisor Bertram reported that employee duties have not changed and employee is doing all the same things absent employee was doing. Councilperson Smith inquired whether said employee received step-up pay for using heavy equipment. Bertram’s response was “yes”. **Motion** by Drewes, supported by Hagen, to temporarily fill Maintenance Mechanic position resulting in that rate of back to May 17<sup>th</sup>. Roll Call: Ayes: Drewes, Hagen. Nays: Smith. Motion Carried.

**Swing Set for Longyear Park** – Two contributions have been received; others are still pending. The original quote has expired so Mayor Hagen will work on getting a new one.

**Status of Barber House demolition** – the house is gone and the work is completed. Waiting for the bill.

#### Council concerns/comments

Drewes: Reported that an **informational meeting** has been **set up for active AFSCME employees with a representative from PEIP and Bill singer with Medica**. This meeting will be held **Wednesday, August 1<sup>st</sup> at 2:30 p.m. in Council Chambers**. Drewes and Hagen both plan to attend. Councilperson Smith inquired whether the City has formally filed with the union to open that part of the contract to negotiate health care. Response was “no” due to the nature of the meeting.

Smith: none

Mayor Hagen inquired as to whether or not the City pays for the Cable Channel. Information has not been updated in a long time. Clerk Anderson is aware; learning this is not on the list of priorities right now but will be looked in to at a later date. There is no cost.

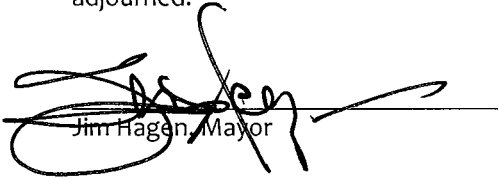
PW Supervisor Bertram inquired on whether the raft should be reinstalled or stored until next season. Beach closes the 2<sup>nd</sup> week in August. Consensus was to store the raft until it can be properly installed with two supports next season.

Bertram also asked if the Siren would still work in case of an emergency. Some discussion; no awareness of whether it works or not.

ASSIGN TO NEXT AGENDA: August 13, 2018 (so far)

- Solar Power
- Swing Set for Long Year Park

Motion to adjourn was made by Smith at 6:25 p.m., supported by Drewes. Ayes: All. Nays: None. Meeting adjourned.



Jim Hagen, Mayor



Briana Anderson, Clerk-Treasurer