

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. on Monday, November 26th, 2018 in the council chambers. Members present: Mayor Pro-Tem Smith and Councilpersons Drewes and Troumbly. Councilperson Stish and Mayor Hagen would be arriving late.

WORK SESSION

3:30 P.M.

Loren Solberg, Grand Rapids Community Ambassador—U.S. Public Affairs for Enbridge, addressed the Council and explained his role and the public relations work that he is doing with Enbridge. He explained where the work will be completed and an approximate time table. Work is scheduled to start the 1st Quarter of next year and there will be many construction workers looking for places to stay. Solberg is requesting that local housing opportunities be identified for these workers—rentals, resorts, campgrounds, etc. He is creating a master list of possibilities with contact information to be shared. Mr. Solberg's contact information is: 218-244-5770 or solbergloren@gmail.com.

REGULAR MEETING

4:02 p.m.

The regular meeting was called to order at 4:02 p.m. followed by the Pledge of Allegiance.

Moved by Councilperson Drewes and supported by Troumbly to **approve the consent agenda** which included the **minutes of the 11.13.18 council meeting**, correspondence, with claims removed as they were not ready. Ayes: all. Nays: none. Motion carried. Councilperson Drewes, with support by Troumbly, motioned to **approve the meeting agenda with the addition of Trout Lake Fire Department JPA (Drewes) and Street Department Concern (Smith)**. Ayes: all. Nays: none. Motion carried.

PUBLIC COMMENTS:

None.

DEPARTMENT HEADS:

Street Department Concern (added to agenda by Smith)

Public Works Supervisor Bertram inquired about trail markers and signs already up on City property for a snowmobile trail scheduled to open on December 1st and if this had been authorized by the Council. His concern related to having a groomed trail crossing over city sewer and water lines. The grooming equipment will push the frost down and create major freezing problems for the lines. The Council expressed concern that no one had come in and asked for permission and an easement. Mr. Hecimovich will be contacted by Lonnie Mjolsness to discuss appropriate options.

Councilperson Drewes also brought up that the cell phone that Bertram is using no longer works properly. Discussion ensued around stipends, and the difference between city and personal use. **Motion** by Troumbly, with support of Drewes **for Harry to buy a work phone for city business transferring his current number to the city. The purchase is to be under \$1000 with a plan that is reasonable in cost.** Roll Call: Ayes: Councilpersons Troumbly, Drewes, and Mayor ProTem Smith. Nays: None. Motion carried.

Library

A written report along with Library Board minutes were included in Council packets.

Clerk's Report

Clerk Anderson provided a written report which went over election administration, a list of materials and information that will be provided to incoming elected officials, dates for Truth in Taxation hearings and setting the final levy, and informing of a overbilling by the County for last season's snowplowing that will be reimbursed. Anderson also requested a work session be set for a final review of the 2019 budget.

Golf Course

Financial reports had been included in Council packets at the 11.13.18 Council meeting. Gordy Skaar reported that the golf course is closed for the season. There will be a Christmas Open House on December 9th and December 16th, from 2 – 5 p.m. where they will be selling memberships for the next year.

Skaar was asked if the Golf Course will be making their contractual payment to the city this year. Skaar reported that he didn't know. There was some discussion surrounding TIF districts. Councilperson Smith suggested that David Drown be asked to come and make a presentation to the new Council with Golf Course representation present.

Planning

Lloyd Anderson reported on the status of the Autumn Lane/Roosevelt/Hollywood address changes and provided a sample of the letter residents would be receiving. Duane Ranger reported on a request from the Helmbrecht's on separating parcels that the Zoning and Planning Committee recommends.

Ranger also inquired on what to do about the two properties who are not in compliance with their Septic Systems. The owner was given 2 years to come into compliance yet nothing has been done. The owner did not show up for a court hearing. Police Chief Mjolsness stated that the ticket delivered was for a mandatory court appearance. The City Attorney can ask the judge for a warrant. Mjolsness requested that concerns be forwarded to Attorney Dimich.

Councilperson Stish arrived at 4:50 and Mayor Hagen arrived at 4:55.

A **motion** was made by Councilperson Stish, with the support of Troumbly, **to approve the Planning & Zoning Committee's recommendation to separate the rental property on Trout Lake Road from the original homestead property owned by Wade and Kaija Helmbrecht.** Ayes: all. Nays: none. Motion carried.

Greenway Joint Recreation Board

Minutes from the last board meeting were included in Council correspondence. Representation was not present.

NEW BUSINESS:

KLM Water Tower Inspection/Maintenance Proposal – Clerk Anderson reported that Attorney Dimich had reviewed documents and recommended its approval. **Motion** by Drewes, supported by Troumbly **to approve and sign the “15-Year Service Agreement to Perform Inspections Services on the 150,000-Gallon Ground Storage Tank located in Coleraine”.** Roll Call: Ayes: Councilpersons Drewes, Troumbly, Stish, Smith, and Mayor Hagen. Motion carried.

Formal approval of bank signatures/administration – **Motion** by Smith, supported by Stish, **to add Mayor elect Daniel Mandich to all Coleraine Bank accounts effective January 1, 2019.** Roll Call: Ayes: Councilpersons Smith, Stish, Drewes, Troumbly, and Mayor Hagen. Motion carried.

Renewal of CD's # 10614 and 10615 – **Motion** by Smith with support from Stish **to renew CD's # 10614 and 10615 and for Clerk to call in renewal on Dec. 19th to get the better interest rate (0.75%).** Ayes: all. Nays: none. Motion carried.

Accept pictures donation (Drewes) -- Councilperson Drewes explained where the pictures came from and who has given them to the City. She also suggested the approval of having volunteers that she had spoken to spruce up, paint, and put up the pictures in the interior of City Hall. **Motion** by Stish, supported by Troumbly, **to accept the pictures donation by the Mike Whalen Family.** Ayes: all. Nays: none. Motion carried.

Additional **motion** by Stish with the support of Troumbly **to have volunteers come in and paint, hang pictures, and spruce up the interior of City Hall for the cost of materials.** Roll Call: Ayes: Councilpersons Stish, Troumbly, Smith, Drewes, and Mayor Hagen. Nays: none. Motion carried.

Hoopman Road plowing – Public Works Supervisor Bertram requested the approval of a contract for plowing Hoopman Road. **Motion to approve the contract with Brody Hoopman to plow Hoopman Road at a sum of \$400 for the 2018/19 winter season** was made by Drewes and supported by Smith. Roll Call: Ayes: Councilpersons Drewes, Smith, Troumbly, Stish, and Mayor Hagen. Nays: none. Motion carried.

Teamster Contract Approval – There was a brief amount of discussion regarding two questions/clarifications that need to be made. 1) Article 27, 27.1 on page 16 where the language talks about the Laws of 1965, Chapter 296; the Council had been told Chapter 296 refers to Motor Fuels. And 2) 27.7 on page 17 where it needs to be confirmed that it should read: “BC/BS” instead of “BC/ES”. A **motion** was made by Councilperson Smith, with support from Stish, **to accept the negotiated Minnesota Teamsters Public and Law Enforcement Employee’s Union, Local No. 320 Labor Agreement effective retroactive to January 1, 2018 with the two clarifications or explanations.** Roll Call: Ayes: Councilpersons Smith, Stish, Troumbly, Drewes, and Mayor Hagen. Nays: none. Motion Carried.

Police Chief – Mayor Hagen requested that Lonnie Mjolsness, Interim Police Chief for the last three years, officially be appointed the Coleraine Police Chief. Motion made by Councilperson Smith, with the support of Troumbly, to officially appoint Lonnie Mjolsness as the Coleraine Police Chief effective immediately. Roll Call: Ayes: Councilpersons Smith, Troumbly, Stish, Drewes, and Mayor Hagen.

OLD BUSINESS

Outdoor Skating Rink – There was discussion around getting the rink initially flooded and getting rink attendants on board. Councilperson Stish indicated it could be possible for the Fire Department to flood after an initial base was put down. Two applications have been received so far; they have been given to Bertram. It was requested that Clerk Anderson call Greenway High School and have the positions listed during daily announcements (students to be 16 years of age).

Two applications have also been received for the Part-time, casual position posting to date. Those applications have also been given to Bertram.

Discussion was around if Bertram could simply hire for these two positions without a formal interview committee or formal approval from the Council since they are not full-time or permanent positions. It was noted that Bertram would still need to follow the process for new hires, i.e. background checks, drug tests, etc. **Motion** by Councilperson Stish, with support of Smith, **for Public Works Supervisor to select and do what needs to be done to get rink attendants and a part-time casual person for snowplowing following the hire process.** Ayes: all. Nays: none. Motion carried.

Old Fire Hall – Attorney Dimich is still waiting for the legal description of the property to proceed.

JPA for Trout Lake Fire (added by Drewes) – Councilperson Drewes presented a variety of information regarding the CBT Joint Powers Agreement and encouraged a good revised Joint Powers Agreement for Trout Lake Fire Department. She suggested several items to be revised. Councilperson Stish indicated that the Board is aware of issues and does have a plan for moving forward.

Council concerns/comments

Drewes: None.

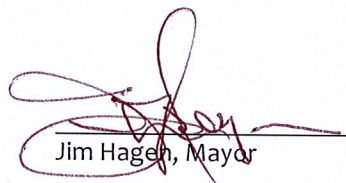
Stish: None.

Smith: None.

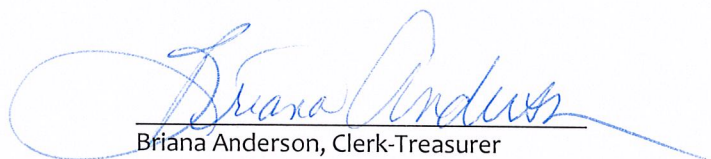
Troumbly: None.

One last piece of business was to set a work session meeting date to review the final 2019 proposed budget. The date was set for Thursday, December 6th, 5:00 p.m. in Council Chambers.

A motion to adjourn was made by Smith at 5:58 p.m., supported by Troumbly. Ayes: All. Nays: None. Motion carried.



Jim Hagen, Mayor



Briana Anderson, Clerk-Treasurer