

CITY COUNCIL MEETING

A work session was held beginning at 3:30 p.m. and the regular meeting of the Coleraine City Council was held at 4:00 p.m., Monday, February 10th, 2020, in the Council Chambers of Coleraine City Hall.

WORK SESSION

3:30 p.m.

Johann Grobler from Prairie River Minerals, LLC gave a report on who they are and what they are planning to do with the purchase of the Jessie Load-out area. He was questioning how part of the property is currently zoned and wondering what the process would be to have the zoning changed to industrial use. The facility they are looking to put up is movable, but not mobile. His inquiry included one on current building codes and what the rules are that they would have to adhere to. It was suggested by Council that Johann come to the Zoning & Planning Commission meeting on Wednesday, February 19th for discussion and direction.

REGULAR MEETING

4:00 p.m.

The regular meeting was called to order by Mayor Mandich at 4:00 p.m. followed by the Pledge of Allegiance. A roll call was done by Clerk Anderson. Members present: Councilpersons Stish, Sutherland, Troumbly, Pollard, and Mayor Mandich. Attorney Dimich was also present.

Moved by Councilperson Pollard, supported by Sutherland, **to approve the consent agenda which included Council meeting minutes of 1.27.20, correspondence, and claims totaling \$86,562.30.** Roll Call: Ayes: Councilpersons Pollard, Sutherland, Stish, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

Moved by Councilperson Stish, seconded by Troumbly, **to approve the meeting agenda with the addition of a Round Up Grant Application for the Library and the Laborer/Janitor job description.** Ayes: all. Nays: None. Motion carried.

PUBLIC COMMENTS:

There were no public comments.

DEPARTMENT HEADS

Public Works (Street):

Public Works Supervisor Bertram provided a written report that he verbally went over. Part of the report included one possibility for city owned cell phones for the street department. He indicated he had checked with AT&T and explained one offer that he found with a two-year contract and municipal pricing. Clerk Anderson was asked to check in to other potential options and Bertram was asked to provide a contact or documentation from AT&T – all the for Council to review. Bertram noted that all alarms are tied into phones.

Councilperson Troumbly suggested the possibility of the purchase of an ASV with a blower/sweeper attachment that could be used for snow removal in the winter and other tasks in non-winter months. Costs and proposals could be brought to the council for review.

Bertram also brought up the possibility of purchasing a new sweeper. There was much discussion. The sweeper is jointly owned with the City of Bovey and in early 2018 the sweeper account was transferred to them for accounting purposes. Clerk Anderson indicated a report on expenditures from that account nor bills for any repairs or usage had been received for 2019. Bertram indicated he thought a new (used?) sweeper would cost around \$55,000. Clerk Anderson reported that a purchase of that amount would require a minimum of two quotes. It was recommended that details of a cost split, including maintenance costs and how much would come from the existing sweeper account would need to be reviewed and approved by both Councils before any purchase could be made.

Police:

A written report had been provided in Council packets by Chief Mjolsness. He stated that if anyone was concerned about the incident last night that everything turned out well and everyone is safe.

COMMITTEES AND COMMISSIONS/OTHER:

Cotton Beach

Closed for season.

ATTORNEY:

Attorney Dimich had a request for a subordination of a mortgage on a deferred loan that the City holds through Kootasca Community Action. There is three more years on the deferred loan. **Motion** by Councilperson Sutherland, supported by Troumbly, **to approve the subordination and put the City in 2nd place.** Roll Call: Ayes: Councilpersons Sutherland, Troumbly, Pollard, Stish, and Mayor Mandich. Nays: none. Motion carried.

NEW BUSINESS:

Nomination for RAMS Board of Directors – a vacancy on the board has been created due to a resignation. Councilperson Pollard was asked if he would wish to be nominated. **No action taken.**

Approve transfers from General Fund – Recreation \$46,806.19 and Retiree Insurance \$82,714.93. These are standard transfers determined by the Auditors to close out 2019. Councilperson Pollard with the support of Stish **motioned to approve the stated transfers.** Roll Call: Ayes: Councilpersons Pollard, Stish, Sutherland, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

LMC Insurance Tort Liability – Clerk Anderson explained this is an annual standard request when renewing liability coverage. Attorney Dimich explained that monetary limits are established by state statute and he recommended not waiving them (same as in previous years). **Motion** by Councilperson Stish, supported by Pollard, **to not waive the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.** Ayes: all. Nays: none. Motion carried.

Hydraulic system for loader bucket repair (McCoy) – Public Works Supervisor Bertram explained damage and the repair needed. He received a verbal estimate for parts/repair from McCoy of just under \$7,500 but actual costs would be determined after it was being worked on. **Motion** by Councilperson Troumbly, supported by Pollard, **to schedule the repair with costs not to exceed**

\$8,000. More discussion followed. After discussion Councilperson Troumbly **rescinded his motion** and a **new motion** was made by Councilperson Sutherland, supported by Stish **to schedule the repair with any costs exceeding \$8,000 be reported to Bertram and any additional costs exceeding \$10,000 be brought back to the Council for review.** Roll Call: Ayes: Councilpersons Sutherland, Stish, Troumbly, Pollard, and Mayor Mandich. Nays: none. Motion carried.

Snowplow 70 for AFSCME represented employees – A synopsis of the issue was presented by Clerk Anderson. A lengthy discussion ensued. It was stated that the Council's intent during initial negotiations in 2017 was to offer an additional .70 per hour in pay as an incentive (a type of shift differential) to come in early outside of the normal workday shift to begin snow removal and/or to forgo working on a regularly scheduled weekday and instead come in on a weekend day. Once the threshold for overtime was reached, overtime would be paid and not shift differential. This has been the practice of the City since snowplow 70 was added to the contract.

Councilperson Stish **motioned to continue to pay snowplow 70 the way it has been paid in past years (as stated above), excluding the most recent pay periods where an employee errored in paying the additional 70 cents per hour for all hours outside of the regular schedule including overtime. It was further stated that the Council does not wish to recapture the error in pay made, but made clear that this should not be considered as a change in intent or precedent.** This motion was supported by Councilperson Pollard. Roll Call: Councilpersons Stish, Pollard, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

Operation Round-Up Grant – It was stated that Library Director Mostad-Jenson wishes to reapply for an Operation Round-Up Grant for the purchase of new computers for public and student use. This second request reduces the number of computers requested from five to three. **Motion by Councilperson Sutherland, supported by Stish, to approve the second grant application to Operation Round-Up as written.** Ayes: all. Nays: none. Motion carried.

UNFINISHED BUSINESS:

Electric Boiler (backup for Nyberg Center) – tabled until March.

Revision to Laborer/Janitor job description – Clerk Anderson presented proposed changes to the job description. The changes do not reflect any changes in essential functions or duties, only clarifications of the functions and duties. Three items were added under 'Required Knowledge, Skills, and Abilities': 1) Ability to perform heavy manual tasks in numerous types of weather conditions. 2) Ability to pass a physical examination given by a physician. And 3) Knowledge of common laboring tasks, methods, materials, and tools used in general maintenance work.

Under minimum qualifications: *High school graduate or equivalent* and *One year experience operating trucks and other light equipment* were added.

A section on Preferred Qualifications was also added: Possession of a MN Class B driver's license with airbrake endorsement. Experience in performing heavy manual labor tasks.

Motion by Councilperson Sutherland supported by Stish to approve the changes to the Laborer/Janitor job description. Ayes: all. Nays: none. Motion carried.

Motion by Councilperson Troumbly, with the support of Pollard, **to post for a Laborer/Janitor both internally and externally at the same time.** Ayes: all. Nays: none. Motion carried.

COUNCIL CONCERNS:

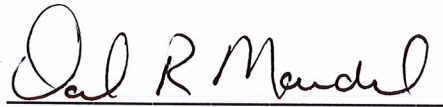
Stish: Rink attendants are flooding as often as they can to get hours in. Would like to see the adding of grading, excavating or some kind of fix for the rink to the Capital Improvement Plan for this coming summer. There have been some problems with scheduling.

Troumbly: None

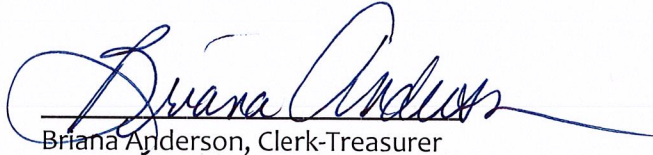
Pollard: None

Mandich: None

Motion by Councilperson Pollard with the support of Stish **to adjourn the meeting at 5:45 p.m.** Ayes: all. Nays: none. Motion carried.



Dan Mandich, Mayor



Briana Anderson, Clerk-Treasurer