



CITY COUNCIL MEETING

A work session was held beginning at 3:30p.m. and the regular meeting of the Coleraine City Council was held at 4:00 p.m. on **Monday, April 27th, 2020** in the Council Chambers of Coleraine City Hall and via telephone conference.

WORK SESSION

3:30 p.m.

The work session began with Sarah Carling giving a report on all the efforts and progress towards the Day of Action in Coleraine which scheduled day is fluid due to Covid-19 pandemic restrictions. The Day of Action is a collaboration between the City, CEDA, United Way, and Habitat for Humanity. She indicated that she would be sending out a list of potential projects that had been created with input from City staff, volunteers, and Council members that she wished each Councilperson to rank in priority order and return to her. She stated that they would be reaching out to various residents and businesses in the target area (Roosevelt corridor) to drum up interest/participation. Some of the clean up initiatives may occur before the date of day of action (dependent on Covid) to help aid the initiative and help promote the event. The Covid-19 guidelines may make some of the contacts they would like to make more difficult. Since the City does not have a Facebook page, information will be shared through United Way's Facebook page as well as a blast out to the public what may be available and how they can go about requesting help.

A discussion was held regarding a recent citizen complaint that was received and how issue should be handled. Mayor Mandich will compose a letter and have Clerk Anderson send off to the appropriate people involved.

REGULAR MEETING

4:00 p.m.

The regular meeting was called to order at 4:00 p.m. followed by the Pledge of Allegiance. A roll call was done by Clerk Anderson. Members present: Councilpersons Pollard, Troumbly, Stish, and Mayor Mandich. Councilperson Sutherland joined at approximately 4:03 p.m. right after roll call was conducted.

Moved by Councilperson Pollard, supported by Sutherland, **to approve the consent agenda which included Council meeting minutes of 4.13.20, correspondence, and claims of \$6,839.55.** Roll Call: Ayes: Councilpersons Pollard, Sutherland, Troumbly, Stish, and Mayor Mandich. Nays: none. Motion carried.

Motion by Councilperson Troumbly with the support of Pollard **to approve the meeting with the addition of a resolution accepting a Blandin Grant and the borrowing/leasing of golf carts from golf course to accommodate temporary summer help.** Roll Call: Ayes: Councilpersons Troumbly, Pollard, Stish, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

PUBLIC COMMENTS:

There were no public comments.

DEPARTMENT HEADS:

Library

A written report was provided in Council packets for review. Clerk Anderson presented a resolution accepting \$220 in anonymous donations for the Library as indicated by the report.

Motion by Councilperson Pollard, supported by Sutherland, **to approve the resolution and accept \$220 in donations for the Library.** Roll Call: Ayes: Councilpersons Pollard, Sutherland, Stish, Troumbly, and Mayor Mandich. Nays: none. Motion carried.

Clerk's Report

Clerk Anderson provided a written report for Council packets. Clerk Anderson highlighted the need for a more detailed Conflict of Interest Policy and a couple of process changes either required or recommended due to the Audit. A copy of the Corrective Action Plan that will be submitted to Minnesota Rural Water Finance Authority as required by the single audit was attached to her report.

Also reported on were the contacts made with both the Teamsters and AFSCME business agents regarding the starting of negotiations for the labor agreements that expire on December 31st, 2020. Potential dates based on their responses were discussed by Council. Clerk Anderson will get back to them both.

Committee/Commission/Other

Public Utilities Commission & CBT

Clerk Anderson reported that neither meetings were held in April due to the Covid-19 restrictions. No further information to pass along at this time.

Eagle Ridge Golf Course

Gordy Skaar reported that the golf course is now open. The Governor's restrictions and stipulations delayed the opening by eight days. They are pretty busy but there are limits to how many people can play having only 55 carts available. Food & beverage has been allowed for curbside delivery.

Zoning & Planning

No report; no meeting in April.

Greenway Joint Recreation Board

Minutes of the last meeting were included in Council packets.

Mt. Itasca Ski Hill

No report.

NEW BUSINESS:

Resolution accepting Blandin Grant – Mayor Mandich read the resolution accepting the \$5000 grant applied for by BCLP alumni for a Rain Garden project to be done in collaboration with VanDyke Elementary, Itasca County Soil & Water, and BCLP alumni as part of the Stormwater Retrofit Project. **Motion** by Councilperson Stish with support of Pollard **to approve the resolution and accept the \$5000 grant from the Blandin Foundation for a Rain Garden Project.** Roll Call: Ayes: Councilpersons Stish, Pollard, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

Leasing/borrowing golf carts from Eagle Ridge – Public Works Supervisor Bertram has requested that the city borrow golf carts from its golf course to accommodate seasonal summer help in getting from one task to another in response to Covid-19 social distancing guidelines. Council discussed other options should they not be available. Council was in agreement that Bertram should reach out to Gordy and should cars be available, attorney Dimich would be asked to write up an agreement. No formal action needed at this time.

Conflict of interest policy – Clerk Anderson had previously sent out this policy for review by Council and again was included in Council packets. The policy is to replace the short paragraph in the Employee Manual. Anderson explained that a more detailed policy that covers staff, volunteers, commission members and Council was required as a result of the single audit. **Motion** by Councilperson Pollard, with the support of Stish, **to accept and approve the four-page conflict of interest policy as presented.** Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

Extension of Lease for Old Fire Hall -- The current lease expires May 31, 2020; this extension will be month-to-month with a 60-day termination notice. **Motion** by Councilperson Stish, supported by Troumbly **to approve the lease extension for the old fire hall building.** Roll Call: Ayes: Councilpersons Stish, Troumbly, Pollard, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

UNFINISHED BUSINESS:

Trout Lake Fire Department 2020 Budget – Clerk Anderson explained that the TLFD budget had not yet been formally approved due to two different interpretations of paying for the new fire truck. Clerk Anderson explained her concern for the fire department's cash flow later in the year. Options were discussed. **Motion** by Councilperson Troumbly with the support of Pollard **to formally approve the Trout Lake Fire Department Budget, noting that Councils are not in agreement as to the interpretation of capital expenditures and to pay 50% of the new fire truck payment for this year until further discussions can be had with Bovey City Council.** Roll Call: Ayes: Councilpersons Troumbly, Pollard, Sutherland, and Mayor Mandich. Abstain: Councilperson Stish. Nays: none. Motion carried.

Division of old fire hall property – Clerk Anderson presented the two certified legal descriptions provided by the City Engineer and briefly reiterated the need. **Motion** by Councilperson Troumbly, supported by Stish, **to accept the legal descriptions for the two parcels as written and continue with the next step in the process.** Roll Call: Ayes: Councilpersons Troumbly, Stish, Pollard, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

Sweeper – Clerk Anderson had provided information in her Clerk's report. **Motion** by Councilperson Stish with the support of Pollard **to send the City of Bovey a letter requesting the Joint Powers Agreement on the Sweeper be dissolved and requesting 60% of the sweeper fund balance be returned to Coleraine to put into an equipment replacement fund. Also requesting that the old sweeper be put out on bids with Coleraine receiving 60% of the approved (by both cities) sale proceeds and for the proceeds to go into an equipment replacement fund.** Roll Call: Ayes: Councilpersons Stish, Pollard, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

Moving old fire Bell – Councilperson Stish explained that the Trout Lake Fire Department Relief Association had requested that the fire bell currently on the lawn at the old fire hall be moved to

the joint Emergency Services Building to accompany a flag pole and memorial bench on a cement slab in front of the joint building. **Motion** by Councilperson Pollard, supported by Troumbly, **to provide \$500 towards the relocation of the fire bell and to approve moving it from the current location to the memorial slab in front of the joint Emergency Services Building.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Sutherland, and Mayor Mandich. Abstain: Councilperson Stish. Nays: none. Motion carried.

Council concerns/comments

Stish:	None
Troumbly:	None
Pollard:	None
Sutherland:	None
Mandich:	None

There being no further business to discuss, at **4:50p.m.** Mayor Mandich called a **recess of the regular Council meeting.**

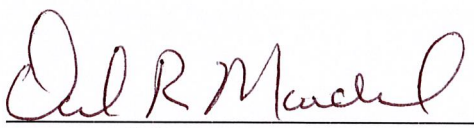
At **5:00 p.m.** the public hearing on a proposed amendment to the Land Use Ordinance was opened. Zoning Officer Lloyd Anderson explained it is being requested that the Ordinance be updated to allow a 'permitted use—car sales/car repair' on farm/residential property. The permitted use will be dependent on a conditional use permit being approved.

Clerk Anderson relayed comments received from a resident that didn't believe the zoning ordinance should be changed and why they felt that way. Mayor Mandich reported that he received the same comment from the same resident. No other comments had been received.

No additional comments were provided during the hearing. Additional brief discussion followed. There being no further comments, the **public hearing was closed at 5:18 p.m.**

At **5:18 p.m.** Mayor Mandich **reopened the regular Council meeting.** **Motion** by Councilperson Stish, supported by Sutherland, **to approve the 'permitted use of car sales/car repair' on farm/residential property only with an approved conditional use permit in the Land Use Ordinance.** Roll Call: Ayes: Councilpersons Stish, Sutherland, Troumbly, Pollard, and Mayor Mandich. Nays: none. Motion carried.

A **motion to adjourn** was made by Councilperson Stish at **5:21 p.m.**, supported by Sutherland. Roll Call: Ayes: Councilpersons Stish, Sutherland, Pollard, Troumbly, and Mayor Mandich. Nays: none. Meeting adjourned.


Dan Mandich, Mayor


Briana Anderson, Clerk-Treasurer