

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, July 27th, 2020** in the Council Chambers of Coleraine City Hall and via telephone conference.

WORK SESSION

3:30 p.m.

Mary Troumbly addressed the Council regarding the quote received to repair the band shell. The quote is from the entity that originally built the structure. She briefly explained the issue with the structure and the two options presented in the quote. Sarah Carling, CEDA, said there may be money available through the County and a Tourism Economic Development grant. Item is on the agenda for further discussion.

Sarah Carling reported on the activities that will be happening this Thursday for Day(s) of Action. A number of volunteers have been signed up. She explained that it didn't work out for the boom truck to be used on a previously requested project but that it could be used on another project with the Council's permission. Again, the boom truck and City staff would be used for a short time swapping with volunteers doing City work during this time. She indicated that Harry is fine with it.

Derek Peterson, along with other City residents, explained issues that they were having with another particular City resident. He indicated there are vehicles coming and going at all hours of the night, there are four dogs in residence and one that has attacked him. Their cat is also causing problems. He feels he cannot go out into his own yard without pepper spray due to the dogs. Eight vehicles have been seen parking there at one time and one hasn't moved in approximately eight months. Bikes and lawn furniture on the sidewalk. He further stated that he believed the residents have been issued over 18 tickets. The neighbors stated that this has been going on for quite some time and that many complaints have been made to the police department, but that the issues were getting out of control. This is a rental property. Peterson was inquiring as to what legal rights they might have and how the City can be more helpful in resolving these issues.

Councilperson Stish indicated that he has contacted the City Attorney to see if there is something that can be done to put more teeth into various ordinances. The residents were thanked for coming in and expressing their concerns.

REGULAR MEETING

4:02 p.m.

The regular meeting was called to order at 4:02 p.m. followed by the Pledge of Allegiance. A roll call was done by Clerk Anderson. Members present: Councilpersons Troumbly, Sutherland, Stish, Pollard, and Mayor Mandich.

Moved by Councilperson Pollard, supported by Stish, **to approve the consent agenda which included Council meeting minutes of 7.13.20, correspondence, and claims of \$17,656.18.** Roll Call:

Ayes: Councilpersons Pollard, Stish, Troumbly, Sutherland, and Mayor Mandich. Nays: none.
Motion carried.

Motion by Councilperson Stish with the support of Pollard **to approve the meeting agenda with the addition of boom truck use for a Day(s) of Action project, and the deletion of Trout Lake Fire Relief clean-up items and final approval of the Teamster CBA 2021-2023.** Roll Call: Ayes: Councilpersons Stish, Pollard, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

PUBLIC COMMENTS:

Zoning Officer, Lloyd Anderson, inquired as to what the status of the new flooring for the kitchen and bathroom areas in the Nyberg Center was. Clerk Anderson indicated that PW staff was needed to coordinate the removal and replacement of items for the work to be done by the contractor. She apologized and stated that once Covid hit this got dropped. Council will reach out to Public Works Supervisor Bertram to see when this can be accomplished.

DEPARTMENT HEADS:

Library

Councilperson Sutherland had talked to Library Director Mostad-Jenson and had nothing to add to the minutes and financials of the last Library Board meeting that were included in Council packets.

Clerk's Report

Clerk Anderson had provided a lengthy report that she went over. The three main focuses were regarding the upcoming primary and general elections, the spending of the CARES Act/CRF funds allocated to the City, and setting dates to work on the 2021 budget and capital improvement plan.

A synopsis of challenges faced for the upcoming elections was articulated as well as a plan for using election judge trainees (students) and proposed pay rates for all judges. These items were on the agenda for discussion and approval.

Anderson conveyed that the CRF funds should be in the bank this week. She explained the timelines, reporting, what the funds cannot be spent for (mainly revenue replacement and already budgeted items) and the three specific criteria that must be met for spending out the funds. She detailed potential uses of these funds, what she was working on, and was looking for additional ideas, thoughts, and direction of the Council. It was articulated that all major purchases would require Council approval. CARES Act/CRF monies is on the agenda and will remain there in the future for reporting, approvals, and spending out of the funds.

Finally, a proposed timeline was presented for working on the capital improvement plan and 2021 budget. Three meetings of at least 3 hours in length were suggested. After some discussion, the following dates and times were selected to meet:

Monday, August 17th – 3pm

Thursday, August 27th – 3pm

Thursday, September 10th – 3pm

**Committee/Commission/Other
Public Utilities Commission & CBT**

Councilperson Pollard stated the Public Utilities Commission has not met in quite a while and that he was not able to attend the last CBT meeting. Clerk Anderson conveyed that the warranty inspection on the Forcemain project had been completed and that it went very well.

Trout Lake Fire Department

No report.

Eagle Ridge Golf Course

Mike Barle and Adam Johnson were present. Barle went over some of the many challenges due to covid rules, but that in spite of that the revenues were up 13.5% through the month of June and July numbers remain very strong. Concessions are down about a third due to not being able to hold group outings, but so are the accompanied expenses for cost of goods sold (COGS). Liquor sales remain strong.

He further indicated that the course is in “terrific condition” (thanks to Johnson and staff) and that attendance is good. A new Gator cart had been purchased for about \$9,000 and that a used mower was purchased for \$27,000.

Barle explained a problem with the clubhouse foundation and that it has not yet been determined whether the necessary repair will be paid by insurance or not—approximately \$5,000.

Zoning & Planning

Zoning Officer Lloyd Anderson indicated that there was nothing really to report. He inquired if the Council had any questions for him. He stated that he had received over 150 calls since January – land use, blight, permits, etc. He also stated that the City needs to find another Zoning Officer to help with the load.

Greenway Joint Recreation Board

Minutes of the last two board meetings held were included in Council packets. George Delich conveyed that Covid issues have been a challenge but that none of the coaches had tested positive.

Cotton Beach

Councilperson Sutherland stated activity at the beach was going well even though it was shut down a couple of days due to storms going through. He also conveyed that he wasn't sure when the beach will shut down and that the guards are doing a really good job of keeping things clean.

Mt. Itasca Ski Hill

Councilperson Pollard pointed out the nice thank you note received from the Itasca Ski & Outing Club that was included in Council packets. He reported they are still trying to get other sources of money and things are running smoothly.

NEW BUSINESS:

Trout Lake Fire Relief clean-up items (Jordan Schafer) – this was removed from the agenda.

Longyear Park Gazebo – A brief discussion ensued. Clerk Anderson was asked to apply for the TED grant that Sarah Carling spoke of to see if the grant would pay for the necessary repairs and to leave on the agenda until an answer was received.

Election Judges-primary for August 11th – Clerk Anderson briefly reiterated some items from her report. A brief discussion followed. Mayor Mandich suggested higher rates for the judges. **Motion** by Councilperson Pollard, supported by Sutherland, **to approve the use of Election Judge Trainees and to modify the pay for the Head Judge to \$15/hr., Election Judges to \$13/hr. and implement Election Judge Trainees at \$10/hr the first year and \$11/hr. the second year served.** Roll Call: Ayes: Councilpersons Pollard, Sutherland, Troumbly, Stish, and Mayor Mandich. Nays: none. Motion carried.

A second **motion** was made by Councilperson Pollard with the support of Stish **to provide one delivered meal up to \$15 for each of the judges that serve.** Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

Revised Covid Preparedness Plan (masks) – this was removed from the agenda as plan was not ready.

Use of boom truck – Motion by Councilperson Pollard, supported by Stish, **to allow the use of the boom truck and Public Works staff for a Day(s) of Action project in exchange for volunteers doing some Public Works activities.** Roll Call: Ayes: Councilperson Pollard, Stish, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

UNFINISHED BUSINESS:

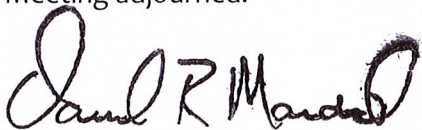
Approve final Teamster Labor Agreement 2021-2023 – This item was removed from the agenda as the full agreement with the changes was not ready.

CARES Act/CRF monies – A discussion regarding Clerk Anderson's suggestions ensued. **Motion** by Councilperson Stish with the support of Pollard **for the Clerk to pursue using these funds any way the Clerk sees fit within the guidelines, except for the big ticket items that would require separate council approval to spend out the funds.** Roll Call: Ayes: Councilpersons Stish, Pollard, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

Council concerns/comments

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

A **motion to adjourn** was made by Councilperson Pollard **at 5:54 p.m.**, supported by Stish. Roll Call: Ayes: Councilpersons Pollard, Stish, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Meeting adjourned.



Dan Mandich, Mayor



Briana Anderson, Clerk-Treasurer