

## 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, November 23<sup>rd</sup>, 2020** in the Council Chambers of Coleraine City Hall and via TEAMS meeting.

### WORK SESSION 3:30 p.m.

The work session was used to test and work out any kinks in use of the TEAMS platform for the first time.

### 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 Stish, Troumbly, Pollard, Sutherland, and Mayor Mandich.

**Moved** by Councilperson Stish, supported by Pollard, **to approve the consent agenda items of special meeting minutes of 11.13.20, correspondence, regular claims of \$11,477.08, and additional covid CRF (fund 203) claims of \$11,677.21. A change to the minutes of 11.9.20 with and addition to the 3<sup>rd</sup> page under New business-Fence at Day Care facility that will read: "Taking no action is not meant to be precedent setting and is considered a one-time exception not intended to change city ordinances."** Roll Call: Ayes: Councilpersons Stish, Pollard, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

**Motion** by Councilperson Troumbly with the support of Pollard **to approve the meeting agenda adding step-up pay for AFSCME represented employees under new business.** 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

There was no meeting in November.

### Clerk's Report

Clerk Anderson went over her written report. Most notable is keeping an eye on the 2021 budget, the second half LGA payment to the City, and various items relating to either covid CRF funding or the availability of services due to the last Governor's Executive Order. In addition, there was discussion about the next department head meeting. Due to the upcoming Christmas holiday and the timing of the next Council meeting, it was requested that the **next Department Head meeting**

**be held on Tuesday, December 8<sup>th</sup> at 1:00p.m.** Councilpersons Pollard and Sutherland will both be present. Clerk Anderson will send out a notice to department heads.

A reminder of the next Council meeting was given, including the fact that it would be the “Truth in Taxation” meeting prior to the official setting of the 2021 budget and levy. **The next Council meeting is Monday, December 14<sup>th</sup> and will begin with the work session at 3:30, the regular meeting at 4pm, and the public Truth in Taxation meeting beginning at 6 p.m.** Clerk Anderson will set up a TEAMS meeting for those who may want to attend virtually.

A **motion** was made by Councilperson Stish with the support of Pollard **to cancel the second Council meeting in December which would normally be held on Monday, December 28<sup>th</sup>.** Roll Call: Ayes: Councilpersons Stish, Pollard, Troumbly, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

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

Public Utility meetings are not being held. CBT meetings minutes were included in Council packets.

#### **Trout Lake Fire Department**

Ken Decoster, Fire Chief, went over a handout explaining the 2021 TLFD additional budget request to the Cities of Coleraine and Bovey. Currently each city contributes \$2500 per year to a building operations fund at a 50/50 ratio. The request is for an additional \$1750 per city to cover the additional \$3500 for fire extinguishers and wiring at the Emergency Services Building. Decoster also mentioned that the Fire Department may ask for some additional funds for some tarring that needs to be done. The work will go out for quotations, but it is estimated to cost between \$8,000 and \$10,000.

#### **Eagle Ridge Golf Course**

Representation was not present. Councilperson Pollard indicated he still needs to meet with Gary Gustason and Gordy to review and recommend changes to the current agreement between the Management Group and the City.

#### **Zoning & Planning**

Zoning Officer Anderson indicated that Duane Ranger has given notice of resignation as of December 31<sup>st</sup>. The Council will need to find a replacement. It was suggested that a notice be put in the newspaper and wherever else it might be seen.

#### **Greenway Joint Recreation Board**

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

#### **Cotton Beach**

Closed.

#### **Mt. Itasca Ski Hill**

The Itasca Ski and Outing Club received reimbursement from the City for qualified covid expenses. Councilperson Pollard is working on a letter asking the City of Grand Rapids for help with funding.

## **NEW BUSINESS:**

**ARDC-representative nomination** – Council did not have a nomination

**PD-Use of Force & Deadly Force Model Policy** – Police Chief Mjolsness indicated policy was required by the POST Board. **Motion** by Councilperson Stish, supported by Troumbly, **to approve the Use of Force & Deadly Force Model Policy for the Coleraine Police Department.** Roll Call: Ayes: Councilpersons Stish, Troumbly, Pollard, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

**Trout Lake Fire Department-additional funds request** – There was brief discussion regarding the ask that had been presented by Fire Chief Decoster. **Motion** by Councilperson Pollard with the support of Troumbly **to add an additional \$1,750 to the 2021 support to the Trout Lake Fire Department for their Building Operations Fund.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Sutherland, and Mayor Mandich. Abstain: Councilperson Stish. Nays: none. Motion carried.

**Old Sweeper** – Bovey had received no offers on the published minimum bid of \$4,000. It was stated that Public Works Supervisor Bertram had staff use this equipment in the fall for something other than a sweeper but that it worked just fine for what they were doing. The sweeper was originally a 60/40 split. **Motion** by Councilperson Pollard with the support of Troumbly **to offer Bovey \$500 for the old joint street sweeper.** Roll Call: Ayes: Councilpersons Pollard, Troumbly, Stish, Sutherland, and Mayor Mandich. Nays: none. Motion carried.

**Tree and brush trimming in alleyways** – It was stated that the City crew has been doing the tree and brush trimming in the alleyways to mitigate any damage to equipment. This trimming is actually the property owner's responsibility and most residents probably don't know that. How does the City notify the public? It was stated that this is not the right time to address this issue. Perhaps a notice can be posted at various businesses in town and put on the website and the issue can be addressed in the spring. No formal action taken.

**Step up pay-AFSCME represented employees** – The council was asked their intent regarding step-up pay for an employee in a Laborer/Janitor position when they operate light or heavy equipment. After brief discussion, council reiterated their intent of providing/allowing step up pay when work is performed using light or heavy equipment outside of the Laborer/Janitor job description. No formal action required.

## **UNFINISHED BUSINESS:**

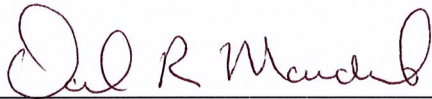
**CARES Act/CRF monies** – Clerk Anderson reported that all monies had been spent and the final report to the state had been completed. She stated that there will be some additional costs to facilitate both remote work and getting a VPN installed, along with an upgrade to internet capacities.

**Itasca Ski & Outing Club—additional support of \$5,000** – Discussion surrounded who else was asked to contribute. Tabled.

### Council concerns/comments

Stish: Wished to commend Liv Mostad-Jensen, Library Director, for securing the grant from the Minnesota Historical Society for a building assessment.  
Pollard: Stated the speed of the internet for the city should be at least 250.  
Sutherland: None  
Troumbly: None  
Mandich: None

A **motion to adjourn** was made by Councilperson Stish at **5:32 p.m.**, supported by Pollard. Roll Call: Ayes: Councilpersons Pollard, Troumbly, Stish, Sutherland, and Mayor Mandich. Nays: none. Meeting adjourned.



Dan Mandich, Mayor



Briana Anderson, Clerk-Treasurer