

1910 Coleraine City Hall Restoration Synopsis

*Jeji -
this may be
a duplication
CJ*

In 2016, the Coleraine city council debated what should be done with the Coleraine city hall. Discussion ranged from restoration, to moving city government to the fire hall and selling the building, to tearing the building down.

When it was discovered that grants from the Minnesota Historical Society (MNHS) were available for restorations of such buildings, the council authorized Cavour Johnson to pursue an appropriate grant to begin the process of determining the building's condition and possibility of restoration.

After some meetings with the Historical Society personnel and contact with the city of Bigfork's grant writer, Tim Johnson, it was recommended the city of Coleraine write a grant for a Conditions Assessment of the building to determine its current condition and suitability for restoration. The city of Bigfork had begun the restoration process for their city hall slightly over a decade ago and completed it in 2019 with Historical Society grants totally around \$750,000.

Coleraine did submit a grant request to the Historical Society for a Conditions Assessment of the building and it was approved by the Society. The Conditions Assessment was completed in December of 2018 by Collaborative Design Group (CDG, Inc) of Minneapolis. For a complete understanding of the Assessment, it is recommended councilors review this document. All architectural firms that bid on the Assessment project and had onsite inspection of the building urged restoration versus tearing the building down. We were told just tipping fees alone in tearing the building down would exceed \$100,000.

In the Conditions Assessment document priorities were ranked with estimated costs in 2018 dollar figures. The first priority recommendation was to repair the roof and its gutter system which is designed into the roof structure and to repair masonry of the SE corner and east parapet. Later it was determined there were separated rafters that were creating the sag in the gutter system that helped contribute to the water damage caused by ice dams in the spring of 2019.

Last year the city received another Legacy grant from the MN Historical Society to do the Construction Documents for the noted above repairs. These were also prepared by CDG, Inc during 2020. Another Legacy grant request was submitted to the Historical Society in 2020 to fund the necessary repairs and was awarded to the city in November of 2020 in the amount of \$122,096. Completion of the project must be done by Dec. 1, 2021. CDG, Inc personnel will oversee the project repairs and the city will complete the necessary Milestone reports during the process to the MNHS. RFPs will go out during this January or February for the construction after the city approves the contract with the MNHS and CDG, Inc.

Initially, a committee was formed to advise the city council on their recommendations in hiring firms submitting proposals for city hall improvements and other recommendations on the building. This committee currently consists of Briana Anderson, Lloyd Anderson, Harry Bertram, Dan Dezelske, Mary Drewes, Cavour Johnson (Chair), David Pace, Joseph Pollard (councilperson), Tom Sloan, Mary Troumbly, and Mark White. For 2021 in addition to Joe Pollard another councilperson should be added to the committee.

The city hall restoration project is part of Coleraine's Comprehensive Plan which I would recommend all councilpersons review each year.

Respectfully submitted by Cavour Johnson, volunteer Project Director

**SECTION 00 1113
ADVERTISEMENT FOR BIDS**

FROM:

City of Coleraine (hereinafter referred to as Owner):

Coleraine City Hall
302 Roosevelt Street
Coleraine, MN 55722

And Collaborative Design Group (hereinafter referred to as Architect/Engineer):

Collaborative Design Group, Inc.
125 Main Street SE, Suite 240
Minneapolis, MN, 55414
Craig Milkert
Mobile (612) 889-7986
cmilkert@cdg-mn.com

TO: POTENTIAL BIDDERS

- A. The City of Coleraine is seeking bids from qualified firms to provide all labor, materials, equipment, and supplies to perform the work for the masonry and roof repairs at the Coleraine City Hall. The project consists of the improvements to the roofing, framing, and building envelope.
- B. Bidders may visit the exterior of the site, but interior tours will not be provided. The pre-bid meeting is not mandatory. The pre-bid meeting will be online on Tuesday, February 16th, 2021 at 2:00 P.M. Local Time via Microsoft Teams. Bidders can get a calendar invitation and login information by emailing cmilkert@cdg-mn.com no later than 2/15/2021, or by using the phone call in number: 612-428-0364, Phone Conference ID: 367 811 473#.
- C. Bids must be received by Briana Anderson by email banderson@cityofcoleraine.com and by Craig Milkert (cmilkert@cdg-mn.com) no later than 2:00 P.M. Local Time, on Thursday, February 25th, 2021. The bid opening will be public via Microsoft Teams. Bidders can get a calendar invitation and login information by emailing cmilkert@cdg-mn.com no later than 2/24/2021, or by using the phone call in number: 612-428-0364, Phone Conference ID: 949 795 645#.
 - 1. Late bids will not be accepted.
 - 2. **Contractor to include a list of subcontractors with bid.**
- D. Contacts
 - 1. All questions regarding project should be referred to Craig Milkert at Collaborative Design Group, Inc., in writing via email to cmilkert@cdg-mn.com.
 - a. Questions will be accepted up to Thursday, February 18th, 2021 at 2:00 P.M. Responses will be collected and issued in a numbered and dated Addendum. Questions received after this time will not be responded to.
- E. Documents: Digital copies of the Bidding Documents are available at <http://www.questcdn.com> for a fee of \$15. These documents may be downloaded by selecting this project from the BIDDING DOCUMENTS link and by entering bid document No. 7532319 on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or info@questcdn.com.

END OF BID SOLICITATION

January 2021 Library Board Minutes

The regular meeting of the Coleraine Library Board was called to order by Lila Dezelske at 4:05 PM on January 14, 2021.

Present: Mostad-Jensen, Inglebret, Dezelske, Savich

Absent: Sutherland, Patnaude, LaFond

Motion was made by Dezelske and seconded by Savich to approve the December minutes.

Motion was made by Dezelske and seconded by Inglebret to approve the December librarian's report and bills. Roll call vote passed.

Old Business

- There was a discussion about summer fundraising ideas. Among the ideas were selling t-shirts and tote bags, developing an adopt-a-book program, etc. It was decided to do some groundwork on the ideas and to further develop them during the August library board meeting. *Jennifer will contact GT Graphics concerning the tote bags. Possibly save the t-shirt sales until spring. We'll continue to research types of tote bags. The fundraiser will be on hold until Spring. Continue...*
- Liv will contact Nature's Edge to get more details concerning the front door materials. The board approved Liv to move forward with Nature's Edge to repair the front doors contingent the cost of the materials are within budgeted funds. Roll call vote passed. *Nature's Edge will come to get the doors soon. Liv has not heard from Nature's Edge. She will contact Theresa. Theresa contacted Nature's edge. The Co has not contacted Liv, so Theresa will contact him again. Theresa will try to contact Tim from Nature's Edge.*
- CARES act funds are available. The CARE criteria includes items that are necessary, not within typical budget, and needed due to COVID-19. The funds must be spent by November 15th. *Library is looking to purchase a PA system for future program concerts, as well as school use. Liv is working Elise on to go about purchasing the PA system and other items. The PA System is on back order by the Company. All items have been received except the backordered printer which is due to ship in January. Printer has arrived. Liv is trying to figure out where best to set it up.*
- At this time, the library will not be open to the school. The staff is brainstorming ideas on how it would look with the school children coming into the library such as displaying books at student interest level and only taking books off the shelves if truly serious about checking the book out. Another idea was to have a class library card, check out the books and deliver to the school. Liv has provided books to a 6th grade teacher. A teacher *has visited the library as well. The visit went well. Liv will continue to wait and see if the school staff needs the library. Perhaps once things settle down a plan can be worked out. The Sixth grade class stopped coming over due to hybrid model and quarantine but Liv still sends books over to the class.*

Liv is checking out books to Boys and Girls Club. She is hopeful to check out books to classes in the near future.

- Security cameras. Liv will follow up with Lonnie Mjolsness as to the whereabouts of the security cameras, and the time frame for installation. *Liv has received two bids for the security cameras. One bid is for 4 tb (memory) cameras \$1,229.53. The second bid from the same company for 8 tb cameras for \$ 1,379.92. Liv will check with Brianna if there is room in the budget to pay for the security cameras. Liv thought the library was under budget in 2020, but she is not certain if the extra funds could go for the security system. Liv will get back to the board once she has more information.*
- The legislative delegated 2.9 million dollars for construction on Minnesota libraries. It is a 50% match grant. Fundraising will be necessary. There is a five year timeline for the work to be completed. Liv is keeping an eye on the website for when the money is released. She will keep us updated. *The grant is officially open. It will close April 2nd. Liv is attending a webinar at the end of January to obtain more information. Liv is looking for supporting grants from area foundations for the 50% match.*
- Lila inquired if her term was up in January. Jennifer's term should be up as well. Liv will investigate, and have Brianna advertise for replacement candidates. *Lila's term was up in December 2020. Jennifer's term was up in December of 2019. The search for candidates continues.*

New Business

- Liv shared the RFP (request for proposal) with the board. She will contact the three main companies that specialize in historical restoration work. Proposals will be due February 18th, 2021 by 5:00 P.M. CST.
- If the covid case numbers continue to stabilize in Itasca County, Liv will consider advertising for patron's to browse in the library by an appointment only, and wearing a mask.

Upcoming Legacy Events

No Legacy events scheduled in person at this time.

Motion to adjourn at 4:41 PM by Dezelske and seconded by Savich. The next meeting is scheduled for Thursday, February 11th, 2021.

Respectfully submitted by: Jennifer Inglebret

Networking Opportunities Team Meeting

Networking to improve efficiency, maintain service levels and save money
while preserving our individual community identities

Handwritten notes:
J...
C...
T...
C...

January 27, 2020

The next meeting will be February 24, 2021 at the Timberlake Lodge, 11-1, lunch included.

Present: Peggy Clayton (Harris), Lilah Crowe (Historical Society), Sarah Carling (CEDA), Greg Tuttle (Cohasset), Burl Ives (Itasca County), Terry Snyder (Itasca County), Pat Medure (ISD 318), Lisa Mrnak (LaPrairie), and Mary Jo Wimmer, Coordinator.

Open Market Harris Township

- A new township clerk started in January
- New Superintendent – Dan Gilbert
- Annual meeting will be March 9
- Working on an annual report
- Will put up welcome signs for the township
- Upgrading boat landings

Historical Society

- Developing a county schools exhibit with over 80 1 room schools indicated
- With Covid, the center is allowed to have only 11 people in the building, including staff

Itasca County

- 72 hour notice required for people appearing before the board
- The County was asked by Cohasset to fund a rail spur for a new \$6M company. This is under consideration. The company would use twice the amount of wood currently used by Blandin and would have 150 employees.
- Mesabi Metallica lease was renewed
- Prairie River minerals is looking positive
- The County will inquire again about using a county sales tax to fund the jail

Cohasset

- Waiting on public input to move ahead on lot size, lakeshore lots, etc.
- The marina/hotel is getting development money, negotiating with the DNR and Army Corps
- Boswell energy plant will close #3 by 2030 and #4 by 2035. Number 4 will become something other than a coal plant.
- Inquired about a rail spur for future development

LaPrairie

- Warming house rules are being violated and there is vandalism
- The city has put off some expenses due to Covid
- A new phone system is being installed
- The city is sponsoring a contest for a new logo
- The Rapids Rental property is sold

ISD 318

- Asking the state for a “hold harmless” designation for lost revenue due to students who chose online school this year.

Mary Jo Wimmer, Trillium Leadership Development, mjwimmer80@gmail.com