

## 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, February 22<sup>nd</sup>, 2021** in the Council Chambers of Coleraine City Hall and via TEAMS meeting.

### WORK SESSION

**3:30 p.m.**

The work session was used trying to work out various technology issues. Those present reviewed Council packets provided.

### 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 T. Troumbly, Pollard, and Mayor Nielsen. Councilperson Sertich notified he would be late.

**Moved** by Mayor Nielsen, supported by Pollard, **to approve the consent agenda which included approval of the 2.8.21 council meeting minutes, correspondence, public utility claims of \$30,489.78 and regular claims totaling \$4,941.00.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Pollard and T. Troumbly. Nays: none. Motion carried.

**Motion** by Mayor Nielsen with the support of Councilperson Troumbly **to approve the meeting agenda as presented.** Roll Call: Ayes: Mayor Nielsen, Councilpersons T. Troumbly and Pollard. Nays: none. Motion carried.

### PUBLIC COMMENTS:

Resident Holly inquired if a different process could be followed so that public input could be obtained prior to placing items on the agenda for Council discussion and decision.

Planning & Zoning Chair Ken Smith stated that the public has an opportunity to make any comments or ask any questions on any issue during the public comment period but no decisions could be made.

### DEPARTMENT HEADS:

#### Library

Library board minutes and reports were included in council packets. The library experienced badly leaking roof problems today in the front entry. Liv is hoping to address roof repair in an upcoming grant application specifically for construction for MN libraries. The grant application is due April 2<sup>nd</sup>. This grant requires a 50% match and is a reimbursement grant.

### **Clerk's Report**

Council packets included a written report. The two most notable was a review of a request by Scott Savage of SCI and a review of the Public Utilities fund revenues and expenditures from reports over the last five years.

Savage is looking to explore the possibility of leasing a small portion of a piece of City owned property to put a 10 x 10 building on—something on the south side of 169; he would be looking for a twenty-year lease. The current 'drop' to the City is on a light pole that is on the old fire hall driveway. **Motion** by Mayor Nielsen, supported by Councilperson Pollard, **to ask for a formal proposal from SCI Broadband and have the Clerk assist in the exploration.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Pollard, and T. Troumbly. Nays: none. Motion carried.

Clerk Anderson explained that these numbers are a quick preliminary comparison and review. A deeper dive is necessary to ascertain where some of the numbers are being pulled from and why other numbers are not appearing on these statements. Council asked various questions and had some discussion.

Councilperson Sertich arrived during this report, at approximately 4:16pm.

Some of the discussion at this time was about the quotes provided by the Public Works Supervisor on monitoring system upgrades. It was reiterated that Bertram stated to upgrade the OmniSite equipment it would be necessary to pull the system, send it away for the upgrades and have the system returned. He had stated that the systems would be down for approximately one month. Council liked the breakdowns provided on the revised quotes.

A **motion** was made by Councilperson Pollard, with support from Mayor Nielsen, **to approve the purchase of monitoring systems from Total Control Systems, Inc. for the Hollywood lift station (\$7,954), the park lift station (\$6,854) and for the booster station (\$9,585) per the revised quotes presented, totaling \$24,393.00.** Roll Call: Ayes: Councilpersons Pollard, T. Troumbly, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

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

Councilperson Pollard indicated the PUC would like to look into water meters. CBT minutes were included in Council packets.

### **Trout Lake Fire Department**

Minutes had not been received for Council packets. Councilperson Sertich said he should be able to start attending these meetings after hockey is over.

### **Eagle Ridge Golf Course**

Management Group representation could not be present. Councilperson Pollard indicated he is still working on setting up a meeting.

### **Zoning & Planning**

Ken Smith reported that Z & P would like to have a meeting with the Police Department regarding blight, parking, and unlicensed vehicles. It was also stated that what a property owner wants to do regarding hooking up to city sewer does not violate any ordinance and that this is not a Z & P issue; it was suggested the County be contacted.

## Greenway Joint Recreation Board

Minutes from the last meeting were included in Council packets. George said meetings have been short; all is going well.

### Cotton Beach

Closed.

### Mt. Itasca Ski Hill

Councilperson Pollard relayed that he had spoken to Doug Maki and was told this season is the best they have ever had. A big ski jumping event will be held this weekend.

### NEW BUSINESS:

**J & R Property Management – old fire hall building** – J & R presented a letter of interest to Council to lease the old fire hall building for \$500 per month. They would be paying their own utilities and any property taxes. Additionally, they would like to extend the current fence. Council indicated they would take the matter under advisement.

**Alex Arauza presentation** -- Mr. Arauza gave Council a lengthy presentation introducing himself and how he saw possibilities for use of the old fire hall. He presented three options: 1) that he lease the building for a minimum of two years; 2) that he purchase the building for \$1,000; and 3) some sort of partnership where the City maintains control of the building. Various questions were asked and answered. Council thanked him and stated they would take this under advisement.

**BSWR Stormwater Retrofit Project—Kerr Avenue Rain Gardens** – Tim Frits of BSWR attended via conference call and explained project to new Council. Details were provided that this was the first part of a larger project. He described the partnership of the school in the rain gardens and clarified that ultimately maintenance of the gardens would be up to the City. The Kerr Avenue Rain Gardens is the first part of the larger project and was the specific design chosen by previous Council. The final plan designs were included in Council packets and if approved, will go out for RFPs tomorrow. **Motion** by Councilperson Pollard, supported by T. Troumbly, **to approve plan design of the Kerr Avenue Rain Gardens as presented.** Roll Call: Ayes: Councilpersons Pollard, T. Troumbly, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

**BSWR Stormwater Retrofit Project—Match/in-kind--\$10,000** – Tim Frits provided a synopsis of the monetary details of the full project. \$351,000 in grant money has been secured; \$87,750 (cash and in-kind) will be required as a match. He reiterated monies that had already been secured as part of the match with \$66,500 remaining over the next two years. Documentation of in-kind time, labor, and materials used towards this project will be required. Frits asked Council to formally approve a City contribution of \$10,000 (cash) towards the Rain Garden phase of the project. **Motion** by Councilperson Pollard with support of T. Troumbly **to contribute \$10,000 cash towards the rain garden portion of the project.** Roll Call: Ayes: Councilpersons Pollard, T. Troumbly, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

**Council vacancy** --- Mayor Nielsen indicated that he had spoken with Jeremy Sobtzak and that he would be interested in serving the remaining term (till 12.31.2022) vacated by Thomas Sutherland. **Motion** by Mayor Nielsen, supported by Councilperson Pollard, **to appoint Jeremy Sobtzak to fill vacant Councilperson position.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Pollard, T. Troumbly, and Sertich. Nays: none. Motion carried.

**Police officer—job description, hiring committee** – A minor change to the Police Officer Job Description had been presented in Council packets. **Motion** by Mayor Nielsen with the support of Pollard **to approve the Police Officer job description as presented.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Pollard, T. Troumbly, and Sertich. Nays: none. Motion carried.

There was brief discussion on recommendations for the hiring committee. A **motion** was made by Councilperson Sertich, supported by Pollard, **to appoint the hiring committee: Interim Police Chief Hussman, Clerk Anderson, business owner R. J. Herdman, Mayor Nielsen, and Councilperson Troumbly.** Roll Call: Ayes: Councilpersons Sertich, Pollard, T. Troumbly, and Mayor Nielsen. Nays: none. Motion carried.

#### **UNFINISHED BUSINESS:**

**Nyberg Community Center—flooring replacement** – Public Works Supervisor Bertram indicated he didn't feel that getting new toilets in the Community Center was necessary and that they work just fine. Clerk Anderson will contact Floor to Ceiling and get their installer in touch with Bertram.

**Monitoring Systems for Hollywood Lift Station, Monitoring System for Park Lift Station, and Monitoring System for Booster Station** – all three were discussed, reviewed and approved during the Clerk's report with the five year comparison of the Public Utilities fund earlier in the meeting.

#### **Council concerns/comments**

Pollard: None.  
T. Troumbly: None  
Sertich: None  
Mayor Nielsen: None

A **motion to adjourn** was made by Mayor Nielsen **at 6:54 p.m.**, supported by Pollard. Roll Call: Ayes: Mayor Nielsen, Councilpersons Pollard, T. Troumbly, and Sertich. Nays: none. Motion carried.

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Thomas Nielsen, Mayor

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Briana Anderson, Clerk-Treasurer