

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 26th, 2021** in the Council Chambers of Coleraine City Hall and via TEAMS meeting.

WORK SESSION 3:30 p.m.

Bobbi Johnson and Mary Troumbly were not in attendance to speak. Clerk Anderson presented information from Derek Vekich regarding a piece of property (40 feet of KMDAs parking lot), jointly owned by Bovey and Coleraine that he wishes to purchase. The City of Bovey has already agreed to the sale for \$1.00.

Lloyd Anderson inquired as to whether 'Welcome' letters go out to new businesses in the City. In particular, he would like 'Roth RV' to receive a letter as he felt they have been working very hard to grow a business here and have been great to work with. The Clerk will draft something up for review.

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, Sertich, and Mayor Nielsen. Councilperson Sobtzak gave notice he would be arriving late.

Moved by Mayor Nielsen, supported by Sertich, **to approve the consent agenda which included approval of the 4.12.21 council meeting minutes, correspondence, and claims totaling \$30,051.20.**

Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, Pollard, and T. Troumbly. Nays: none. Motion carried.

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

PUBLIC COMMENTS:

Mayor Nielsen reminded everyone that the public comment period is set aside for public to make statements, ask questions, or to speak their opinion to those items that are on the agenda or any other concern. When Council reaches an item on the agenda, it is for Council discussion only.

Resident Ken Smith repeated his concern that he (and others) felt that the city should and must keep the old fire hall property. He stated that he felt the City should look at the cost of partial or full demolition of the building and turn the property into public use.

DEPARTMENT HEADS:

Library

Library board minutes and reports were included in council packets. It was noted that there was not an April meeting due to lack of quorum.

Councilperson Soltzak arrived approximately 4:07p.m.

There was some discussion around appointing a member of Council to be the Advisory member between City Council and the Library Board. **Motion** by Mayor Nielsen, supported by Councilperson T. Troumbly **to approve the appointment of Jeremy Soltzak as the advisory member.** Roll Call: Ayes: Mayor Nielsen, Councilpersons T. Troumbly, Pollard, Sertich, and Soltzak. Nays: none. Motion carried.

Clerk's Report

A written report was included in Council packets. Clerk Anderson:

- ❖ Stated she would be gone during normal business hours the week of May 3rd for Clerk Institute training and 2nd year certification
- ❖ Informed Mary would be gone from May 7th till May 24th but would be working some of this time remotely.
- ❖ Explained approvals necessary to move monies from one fund to another
- ❖ Talked about Cotton Beach, the need for staffing should it open and the need to get the process rolling, and that a Councilmember needs to be appointed for oversight of beach operations and staffing for the Clerk's office to work with. Councilperson Pollard conveyed that he thought the Lifeguard Supervisor last year (Libby Vekich) did a great job and she should be extended that opportunity again this year.

Motion by Councilperson Sertich supported by T. Troumbly **to approve the transfer of \$10,000 from the 203 special projects fund to the 406 Stormwater Retrofit Project to properly account for the City's contribution.** Roll Call: Ayes: Councilpersons Sertich, T. Troumbly, Soltzak, Pollard, and Mayor Nielsen. Nays: none. Motion carried.

Motion by Mayor Nielsen, with the support of Councilperson Sertich **to appoint Councilperson Soltzak to the Cotton Beach role.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, Pollard, T. Troumbly, and Soltzak. Nays: none. Motion carried.

Committee/Commission/Other Public Utilities Commission & CBT

Minutes from the last PUC meeting were unavailable. Minutes from the last CBT meeting were included in Council packets.

Trout Lake Fire Department

Minutes from March and April meetings were included in Council packets. Councilperson Sertich said a request for an increase in wages for Fire Department personnel will probably be coming down the road.

Eagle Ridge Golf Course

January, February, and March financials were included in Council packets. It was noted that a year-end financial had not yet been received. Councilperson Pollard stated he is working on a revised agreement.

Zoning & Planning

March meeting minutes were included in Council packets. Ken Smith requested the assistance of Council in changing two items in the present ordinances. One where it refers to septic systems and contractors in the rural district and these items being handled by Coleraine's zoning officer. He would like Attorney Dimich to be contacted and this ordinance be rewritten so that it is clearer and has legal language. Second, he explained about the Master plan for Eagle Ridge Estates for both the first and second additions. The master plan allows construction of a 12,000 square foot accessory building. The City's current zoning ordinance only allows 840 square feet for an accessory structure. He stated City ordinance trumps this master plan. Homeowner could request a variance, public hearing, etc. or the ordinance could be changed to state Eagle Ridge Estates is an R2 district instead of an R1 district. R2 districts are larger lots. Smith is looking for legal wording for both issues. Mayor Nielsen indicated he or the Clerk would reach out to Attorney Dimich to potentially set something up.

Greenway Joint Recreation Board

Minutes of the last board meeting were included in Council packets. George Delich asked if there were any questions. A member of council did have a question on the weight room. Delich stated there is an effort to control the space and who enters better. It will be open to the public again, but he was not sure when.

Cotton Beach

This was discussed and motioned on during the Clerk's Report.

Mt. Itasca Ski Hill

Councilperson Pollard stated he will be attending their first meeting which will be the 1st Monday in May.

NEW BUSINESS:

LMCIT-Liability Coverage – Motion by Councilperson T. Troumbly with support of Sobotzak **to not waive the statutory tort limits on liability coverage.** Roll Call: Ayes: Councilpersons T. Troumbly, Sobotzak, Pollard, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

Hartley Street Property – Clerk Anderson explained how special assessments generally work and the process in play now. Mayor Nielsen explained request of person interested in purchasing property. There was discussion on how to properly handle this. **Motion** by Mayor Nielsen supported by Pollard **for the Clerk to certify and reassess the \$8438.55 over 2 years with no interest after the forfeiture sale to the County Auditor.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Pollard, Sertich, T. Troumbly, and Sobotzak. Nays: none. Motion carried.

Community Event – There were several ideas expressed including possible dates, how many people to have on committee, and who would be willing to be on the committee. Councilperson Pollard volunteered. Mayor Nielsen will reach out to Sarah Carling. **Motion** by Mayor Nielsen with the support of Sertich **to form a committee—starting with Councilperson Pollard and himself.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, Pollard, T. Troumbly, and Sobotzak. Nays: none. Motion carried.

City Facebook page – the Clerk's office has been asked to create and administer a City Facebook page allowing no comments from the public; site is to be informational only. Clerk Anderson to tweak LMC's Social Media policy template for the City's consideration at the next Council meeting.

Personal property tax on old fire hall--\$3,512 – Mayor Nielsen conveyed he had a conversation with Attorney Dimich and the recommendation was to pay the tax since the City paid it last year. Due to a question raised, Clerk Anderson explained how personal property tax works on public property leased to a private party and that the City was unaware of this at the time of the original lease. **Motion** by Mayor Nielsen with the support of Councilperson Sertich **for the City to pay the \$3,512 personal property tax for rental lease of the old fire hall of Rapid Rooter.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, Pollard, T. Troumbly, and Sobtzak. Nays: none. Motion carried.

Police Officer Declaration Resolution-Police and Fire PERA Fund – Clerk Anderson stated this is a process formality required for newly hired full-time police officers. **Motion** by Councilperson Sertich, supported by T. Troumbly, **to approve and accept the said resolution.** Roll Call: Ayes: Councilpersons Sertich, T. Troumbly, Sobtzak, Pollard and Mayor Nielsen. Nays: none. Motion carried.

Midway Lane speed bumps – Public Works Supervisor Bertram stated the County was going to put something out there after PW installed a signpost which has been done. The device will record data and he should hear from Ryan tomorrow—data will be recorded from Tuesday to Tuesday. Item requested to be moved to next agenda.

Personnel Issue – At Mayor Nielsen’s request, a synopsis of the issue was read by Clerk Anderson as guided by the City’s Labor Attorney. There was some discussion. Mayor Nielsen **motioned that any layoff be delayed until at least the end of summer so Council can get more information.** The motion was seconded by Councilperson Sobtzak. Roll Call: Ayes: Mayor Nielsen, Councilpersons Sobtzak, T. Troumbly, Pollard, and Sertich. Nays: none. Motion carried.

Jointly owned Sweeper and 2021 contract for street sweeping – These two items were handled together. The terminated Joint Powers Agreement and prior proposed Joint Powers Agreement were included in Council packets. Public Works Supervisor Bertram provided a synopsis and a verbal quote for street sweeping by a contractor. There was some discussion. **Motion** by Mayor Nielsen with the support of Sertich **to request the old sweeper go out on bids again.** Roll call: Ayes: Mayor Nielsen, Councilpersons Sertich, Pollard, T. Troumbly, and Sobtzak. Nays: none. Motion carried. **Additional motion** made by Councilperson Troumbly, with the support of Mayor Nielsen **to send the previously proposed revised JPA to the Bovey Council for their consideration to revisit possibilities and have discussion.** Roll Call: Ayes: Councilperson T. Troumbly, Mayor Nielsen, Councilpersons Sobtzak, Sertich, and Pollard. Nays: none. Motion carried.

Rural district roadway maintenance and projects – Public Works Supervisor Bertram stated that there were a couple roads that needed attention this year in the rural district and the majority of the other roads just need sealing. He wanted to get this on the Council’s radar. He further stated that Borgen, Inc had done a great job of the sealing last year. Council requested that he bring quotes on the projects he is suggesting. No action was necessary.

UNFINISHED BUSINESS:

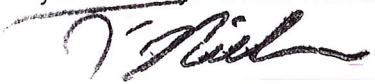
Request for Proposal (RFP) for real estate services – Clerk Anderson reported that no RFPs had been received; and council must decide how to move forward. There was much discussion. **Motion** by Mayor Nielsen with support of Councilperson Sertich **to put the old firehall back out for bids to public.** Roll Call: Ayes: Mayor Nielsen, Councilperson Sertich, Pollard, T. Troumbly, and Sobtzak. Nays: none. Motion carried.

Revised rental inspection checklist – The final revised rental inspection checklist had been presented in Council packets. **Motion** by Mayor Nielsen with the support of Councilperson Sobtzak **to approve the rental inspection checklist as presented.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Sobtzak, T. Troumbly, Pollard, and Sertich. Nays: none. Motion carried.

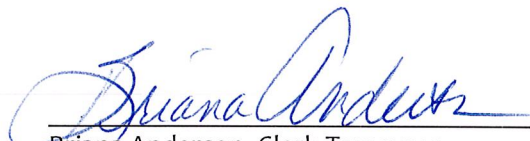
Council concerns/comments

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

A **motion to adjourn** was made by Mayor Nielsen at **6:10 p.m.**, supported by Sertich. Roll Call: Ayes: all. Nays: none. Meeting adjourned.



Thomas Nielsen, Mayor



Briana Anderson, Clerk-Treasurer