

CITY COUNCIL MEETING

A work session was held beginning at 3:30 p.m. and the regular meeting of the Coleraine City Council began at 4:00 p.m., Tuesday, October 12th, 2021, in the Council Chambers of Coleraine City Hall.

WORK SESSION

3:30 p.m.

Ron Maki, business owner, addressed the Council regarding the problem he was having with students parking in front of his and other businesses during the school day making it impossible for patrons to have a place to park. He requested the Council investigate doing something to help direct students to another area.

Councilperson Pollard inquired on the status of the sale of the old fire hall. It was suggested if there is not word back by November 1st that the council entertain putting the property out on bids again.

Pollard also indicated that he was working with someone on the development of a 260-acre parcel between Bay Road and Baich Road.

REGULAR MEETING

4:00 p.m.

The regular meeting was called to order by Mayor Nielsen at 4:00 p.m. followed by the Pledge of Allegiance. A roll call was done by Clerk Anderson. Members present: Councilpersons Pollard, Sobtzak, T. Troumbly, Sertich, and Mayor Nielsen.

Moved by Mayor Nielsen, supported by Councilperson Sertich, **to approve the consent agenda which included Council meeting minutes of 9.27.21, correspondence, and claims of \$31,605.53.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, T. Troumbly, Sobtzak, and Pollard. Nays: none. Motion carried.

Moved by Mayor Nielsen with the support of Councilperson Pollard **to approve the meeting agenda with the addition of: 1) "Resolution No. 2021-10.12-Lib ALS" and 2) "Change order # 1 for City Hall Masonry & Roof Repairs Project".** Ayes: all. Nays: none. Motion carried.

PUBLIC COMMENTS:

Rachel Bledsoe, resident of 104 Mitchell Avenue explained the issues that she is consistently having with the sewer backing up in her basement. She explained her position and what she felt the City's role should be. It was explained to her what the policy is. There were many questions and discussion between Council, Public Works Supervisor, City Attorney, and Ms. Bledsoe. Since this is an agenda item, Council will discuss more at that time.

DEPARTMENT HEADS

Police:

Interim Police Chief Hussman informed Council of the many things the department has been working on: trying to work on some issues with rental property on Mitchell-blight and noise complaints with repeat calls for service. He explained some frustration with how the system works. Department is busy with standards calls and the lack of manpower—trying to make it all work. He reiterated that they have spent a significant amount of time trying to catch speeders on roads in the rural district. He felt the best deterrent would be speed bumps.

Councilperson Sertich inquired on how the Liaison officer could help with the parking issues on Roosevelt. Hussman suggested perhaps 2-hour parking limit signs during business hours would work. That would require an ordinance revision or addition along with a public hearing. Council requested a parking ordinance revision and public hearing be set up. In the meantime, Hussman will talk to the Liaison Officer.

Public Works (Street):

Public Works Supervisor Bertram had submitted a written report covering several issues including some that are on the agenda. Issues on Congdon and Hartley will need to be addressed after the televising report is reviewed with the City Engineer. Quotes need to be obtained for anything over \$5,000 that are not in the budget. He did reiterate that speed bumps for Midway Lane would be \$5000 plus approximately \$500 for required signs.

Bertram also requested that an Amazon account be set up for the city as local vendors are experiencing product unavailability and that he had spoken to the Auditors regarding this and they were okay with it. Clerk Anderson informed that the city already has an Amazon business account.

ATTORNEY:

Nothing specific to report at this time.

NEW BUSINESS:

Eagle Ridge Golf Course Budget – The Management Group had presented a 2022 budget for consideration by Council. It was indicated that operating expenses were vague and need to be broken down better however to do that they need better actuals which are not in yet. Councilperson Pollard stated that this is all being worked on while the Management agreement is being revisited. He indicated that part of the agreement would include reference to periodic full audit reviews and the city would pay for them. **Motion** by Mayor Nielsen with the support of Pollard **to approve the Eagle Ridge Golf Course Budget as presented.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Pollard, T. Troumbly, and Sobtzak. Nays: none. Motion carried.

Councilperson Sertich had left the meeting at 4:51 p.m. while discussion above was still going on.

Pay App #2—City Hall Masonry & Roof Repairs project-Lenci – Councilperson Pollard, supported by T. Troumbly, **motioned to approve the payment of \$29,260.00 from Pay App #2.** Roll Call: Ayes: Councilpersons Pollard, T. Troumbly, Sobtzak, and Mayor Nielsen. Nays: none. Motion carried.

Change Order #1 for City Hall Masonry & Roof Repairs Project – Clerk Anderson mentioned that all items listed in the change order have already been independently approved and that this was a necessary formality. **Motion** by Mayor Nielsen with the support of Councilperson Pollard **to approve change order #1**. Ayes: all. Nays: none. Motion carried.

Buckthorn Control Program – There has been a request by Cavour Johnson, a resident who helps with Buckthorn removal, to reinstitute this program. **Motion** by Mayor Nielsen, supported by Councilperson T. Troumbly, **to reinstitute the Buckthorn Control Program as presented**. Ayes: all. Nays: none. Motion carried.

Memorial Donation—park bench – Clerk Anderson explained what Mackley’s Auto Repair would like to do. They would purchase a composite bench like the one recently placed in Longyear Park and replace one of the deteriorating benches in Cotton Park as a memorial to Daryl Lawrence, a prior employee. They would work with the city on the memorial donation resolution and installation with Public Works staff in the Spring. They are looking for permission to proceed. **Motion** by Mayor Nielsen with the support of Councilperson Sobtzak **for Mackley’s to proceed with intended park bench memorial donation**. Ayes: all. Nays: none. Motion carried.

Street Lighting—2nd addition-Postal, McLean, and Powell Avenues – City Engineer, Bob Beaver, explained some of the things in his report to the city. He indicated that the street lighting in this area is in serious need of repair, and it presents a public safety issue if not resolved. He is working with Public Works Supervisor Bertram, an electrical contractor, and other experts on two issues. The first is a temporary short-term fix to get some of the lights working. The cost is unknown; most of the initial expense will be in time and material to discover what is wrong and what options might be. Some kind of written quote is needed and a decision to authorize the work will be necessary. The second is a long-term fix which will require much more expense. After some discussion, it was **requested that a special meeting be set up for Friday, October 15th at noon to review a quote for discovery and approval of the expenditure for same**.

Street Lighting—316 Congdon – Public Works Supervisor Bertram explained the issue. **Motion** by Councilperson Sobtzak, supported by Mayor Nielsen, **to energize the streetlight in question for public safety reasons**. Ayes: all. Nays: none. Motion carried.

Sewer issue-104 Mitchell – Discussion again surrounded what City ordinances are, past practice, health and safety, and who would pay for the necessary work. It was noted that written reports, video, and any pictures would be necessary prior to filing any kind of insurance claim. Reports are also necessary to determine what may have caused the problems and how to move forward. **Motion** by Councilperson Pollard, supported by Sobtzak, **to authorize the Public Works Supervisor to dig and do whatever is necessary up to the foundation of the house for emergency repair due to the immediate health and safety issue and that the repair costs of who is responsible for what will be figured out after reports are reviewed**. Roll Call: Ayes: Councilpersons Pollard, Sobtzak, T. Troumbly, and Mayor Nielsen. Nays: none. Motion carried.
Party was asked if they understood that they would be bearing some of the cost. Party stated she understands. Council **requested the review of reports to be added to the agenda for the special meeting scheduled for Friday**.

Resolution No. 2021-10.12—Lib ALS – Motion by Mayor Nielsen with the support of Pollard to **approve the resolution for the library to apply for, accept, and spend funds from the ALS mini grant program.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Pollard, Sobtzak, and T. Troumbly. Nays: none. Motion carried.

UNFINISHED BUSINESS:

ARP-LFR funds – will be removed from agenda until proposal on how to spend funds is presented.

Deputy Clerk position – Clerk Anderson reported that Sheila Jensen has verbally accepted the position and will begin employment on November 1st.

Production tax--\$95,799 – Motion by Councilperson Sobtzak with the support of Mayor Nielsen to **deposit the production tax monies into Fund 200 – Special projects fund.** Roll Call: Ayes: Councilperson Sobtzak, Mayor Nielsen, Councilpersons T. Troumbly and Pollard. Nays: none. Motion carried.

Midway Lane Speed Bumps – Motion by Councilperson Sobtzak, supported by Pollard, to **approve the installation of two (2) permanent speed bumps on Midway Lane. The installation of the speed bumps is not to set a precedent and will be done to deter the habitual speeding on Midway Lane and allow the officers to spend more time patrolling other areas of the city.** Roll Call: Ayes: Councilpersons Sobtzak, Pollard, T. Troumbly, and Mayor Nielsen. Nays: none. Motion carried.

Brock Lane – City Engineer Bob Beaver provided a status report on the project and stated that work on the project could not be started until spring due to the required permitting from the BNSF railroad. **Motion** by Councilperson Sobtzak, supported by Pollard, to **remove the remaining \$115,000 originally budgeted for the project from the general fund to the 402 Municipal Street Construction fund so that these funds are set aside.** Roll Call: Ayes: Councilpersons Sobtzak, Pollard, T. Troumbly, and Mayor Nielsen. Nays: none. Motion carried.

Congdon Street – City Engineer Bob Beaver again reported on this project. After much review, this project will require a lot more work and expense than what was initially anticipated. The problems are serious and need to be addressed with a permanent solution. He recommended that part of the expense be assessed to property owners as has been its practice for other projects like this. He will continue to work on a plan and look for potential funding sources for Council to review and consider.

Coalition of Greater Minnesota Cities – will be removed from agenda until presentation from representative can be done.

Cybersecurity and Equipment – Still in discussions with IT people. Will be removed from agenda for now.

Number of positions in Public Works -- There was much discussion on number of employees, number of hours for one position, and contracted services. **Motion** by Councilperson Pollard, supported by T. Troumbly to **leave all Public Works employee hours at 40 per week.** Ayes: all. Nays: none. Motion carried.

Snowplowing contracted services – **Motion** by Mayor Nielsen with the support of Councilperson Pollard that **any contracted services for snowplowing within the urban district follow the current**

snow removal policy and be the actual plowing as approved by the City. Ayes: all. Nays: none.
Motion carried. Attorney Dimich was asked to draft a letter to the Homeowner's Association.

COUNCIL CONCERNS:

Pollard: None
T. Troumbly: Will no longer be able to attend Zoning & Planning meetings; a new representative will need to be chosen.
Sobtzak: None
Sertich: Absent
Nielsen: None

Motion to adjourn the meeting at **6:25 p.m.** by Mayor Nielsen with the support of Pollard. Ayes: all.
Meeting adjourned.



Thomas Nielsen, Mayor



Briana Anderson, Clerk-Treasurer