

## CITY COUNCIL MEETING

A work session was held beginning at 3:30 p.m. and the regular meeting of the Coleraine City Council was held at 4:07 p.m. on **Monday, August 22<sup>nd</sup>, 2022** in the Council Chambers of Coleraine City Hall and via TEAMS meeting. In addition, the council meeting was recessed at 5:06pm and a public hearing on a variance application was held. At 5:27pm the public hearing was closed, and the Council meeting resumed.

### WORK SESSION

**3:30 p.m.**

Emily Major of SEH addressed the council regarding three items on the agenda: an amended city engineer agreement, an engineering agreement for the street lighting project, and an engineering agreement on the Autumn Lane project. There was much discussion.

David Holmbeck addressed the council requesting the Council get more information on the proposed pumping of the Canisteo Mine pit.

### REGULAR MEETING

**4:00 p.m.**

The regular meeting was called to order by Mayor Nielsen at 4:07 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. Attorney Dimich was also present.

**Moved** by Mayor Nielsen, supported by Councilperson Sertich **to approve the consent agenda which included Council meeting minutes of 8.8.2022, correspondence, and claims of \$7,991.24.** Roll Call: Ayes: Mayor Nielsen, Councilpersons Sertich, T. Troumbly, Sobtzak, and Pollard. Nays: none. Motion carried.

**Motion** by Mayor Nielsen with the support of Councilperson T. Troumbly **to approve the meeting agenda as presented.** Ayes: all. Nays: none. Motion carried.

### PUBLIC COMMENTS:

Resident Harry Smith of County Road 440 inquired if the Council was aware of the County redoing the road from County Road 21 (Trout Lake Road) to Hwy. 169. He stressed that it was time to do a study on the road due to the increased traffic and stressed that speeding is still a problem there. Council informed that although the Police Department can patrol there, any signs and or road work are beyond the cities control and the city has no jurisdiction on a county road. Harry will approach the County.

## **DEPARTMENT HEADS**

### **Library**

Reports were not yet provided and should be available at the next Council meeting. Clerk Anderson indicated that the report from the last month was included in Council packets indicating the Library Board had approved and was recommending a one dollar increase in pay for the part-time library assistants. One is currently at \$11.50 per hour and the other is at \$14.23 per hour.

### **Clerk's Report**

Clerk Anderson gave a brief oral report stating that the office has been very, very busy. Her biggest concern right now is that there will be additional reporting required via legislative action when the preliminary levy is set and certified to the County. This is a major change. Budget meeting work sessions need to be set up. After discussion, Council set up **Monday, September 19<sup>th</sup> at 5:00 p.m. in Council Chambers** for a **budget work session**.

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

CBT meeting minutes were included in Council packets. No minutes were available for the Public Utilities Commission meeting. Public Works Supervisor Rogich stated that the costs approved for the repair to the road up to the Wastewater Plant and dump site were incorrect. Three options were presented for the additional repair, the line items were not supposed to be totaled. The city's 50% will be lower than what was approved.

### **Trout Lake Fire Department**

Mayor Nielsen reported the Fire Department is still working on getting new tables and chairs for the training room and Henry has been asked to seek out any grants that may be available. The issue regarding 1 gig internet service is a PD issue not a fire department issue so there will be no further discussions.

### **Eagle Ridge Golf Course**

Gary Gustason provided a verbal report:

- Course is busier and busier.
- Just hosted "the Grand Slam" with Pokegama Golf Course and there were 300 plus participants; Eagle Ridge hosted the dinner.
- Club championships are this week.
- The new POS through iPads started on Friday; records will be easier to keep.
- Looking at several fall projects to be done with volunteers.
- The downpouring of rain has wreaked havoc on one of the cart paths.
- This month we are above last year – last year had an unbelievable July and August; this year July and August have been exceptional.
- A new fountain is in on #1.

Councilperson Pollard asked about the financials. Clerk Anderson reported that June's were included in council packets and that the July ones were received at 4pm. July financials will be provided at the next council meeting on September 12<sup>th</sup>.

### **Zoning & Planning**

Minutes from the last meeting were included in Council packets. Zoning Officer, Lloyd Anderson, indicated that the \$300 fine works. Three items coming up need revision and public hearings:

- Powell parking
- Minor subdivision
- Two additions to permitted use table

The goal is to have all three hearings held on the same day.

### **Greenway Joint Recreation Board**

Minutes from the last meeting were included in Council packets.

#### **Cotton Beach**

Nothing to report.

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

Nothing to report.

#### **Police Merger Committee**

The next joint council meeting is scheduled for Wednesday, September 21<sup>st</sup> at 5:00 p.m. in Bovey City Hall to allow the two city clerk's time to make sure budgets being compared are apples to apples.

#### **NEW BUSINESS:**

**Coleraine PD agreement with City of Taconite** – A draft was presented from attorney Dimich who patterned this draft from an agreement Nashwauk has with another city. Discussion centered around the intent of the agreement—blight ordinance and enforcement once a month (scheduled) and what cost per hour would be at time and a half including benefits. Council wants a one-year contract to start with. Adjustments will be made, and agreement will be represented as a draft.

**At 5:06p.m. Mayor Nielsen recessed the meeting to allow for the public hearing.**

At **5:06 p.m.** the Zoning & Planning Commission **opened the public hearing.** In attendance were Ken Smith, Lloyd Anderson, and Harry Smith. The public hearing was to hear comments on a variance request by Greg Stoltz for parcel number 88-012-4102, 953 County Road 440, to construct a building with a setback of 50 feet from the center line of 440. The city's ordinance states the setback is 68 feet. The layout of the land prohibits meeting the 68 foot set-back. No comments had been received by the Clerk's office and no public was in attendance for comment. **Motion** by Harry Smith with support from Lloyd Anderson **that the Zoning & Planning Commission recommends that the Council grant the variance for said property granting a 50 foot set back from the center line of County Road 440 for the building.** Ayes: all. Nays: none. At 5:27pm the public hearing was closed.

At **5:27 p.m.** the regular council meeting was reopened. **Motion** by Councilperson Sobtzak, with the support of Mayor Nielsen, **to approve the above variance for 953 County Road 440.** Roll Call: Ayes: Councilperson Sobtzak, Mayor Nielsen, Councilpersons Sertich, Troumbly, and Pollard. Nays: none. Motion carried.

**Review of Orders--407 Mitchell and 26 Roosevelt** – Attorney Dimich mentioned that the two properties should be visited to ascertain compliance with orders. If non-compliant, first the rental license should be revoked. There was discussion. No motion was made, nor any action was taken at this time. This will need to be checked in to.

**City issued cell phones for PD (2)** – Interim Police Chief Grossell is requesting two city issued cellphones – one for himself and one for the other full-time road officer. His request was laid out in a memo to the Council, and it was indicated that the annual cost would be \$960. **Motion** by Councilperson Sertich with support from Mayor Nielsen **to approve the request and have the phones ordered.** Roll Call: Ayes: Councilperson Sertich, Mayor Nielsen, Councilpersons T. Troumbly, Soltzak, and Pollards. Nays: none. Motion carried.

**School Resource Officer – Motion** by Councilperson Soltzak **to add a full-time police officer with a student resource officer assignment three quarters of the year to the Coleraine Police Department.** The **motion** was seconded by Mayor Nielsen with the **addition of adding the appointment of Marcus Kaanta to fill the position.** Roll Call: Ayes: Councilperson Soltzak, Mayor Nielsen, Councilpersons Pollard, T. Troumbly, and Sertich. Nays: none. Motion carried.

**Amended City Engineer Contract – Motion** by Councilperson Soltzak with the support of Sertich **to approve the amended City Engineer Contract with SEH.** Roll Call: Ayes: Councilpersons Soltzak, Sertich, T. Troumbly, Pollard, and Mayor Nielsen. Nays: none. Motion carried.

**Raise for PT Library staff – Motion** by Councilperson Soltzak, with support of Pollard, **to increase each of the part-time library staffs hourly wage by \$1 per hour.** Roll Call: Ayes: Councilpersons Soltzak, Pollard, T. Troumbly, Sertich, and Mayor Nielsen. Nays: none: Motion carried.

#### **UNFINISHED BUSINESS:**

**Equipment for PD road squad – Motion** by Councilperson Sertich with support from T. Troumbly **to install additional emergency lights on the PD squad and clean up the electrical per quotation received.** Roll Call: Ayes: Councilpersons Sertich, T. Troumbly, Soltzak, Pollard, and Mayor Nielsen. Nays: none. Motion carried.

**Log Church exterior restoration – deposit and down payment** – Clerk Anderson indicated all approvals have been received and she signed the grant documents. In order for work to commence the contractor is requesting a \$500 deposit and one half of the balance of the quoted amount at work start (\$15,380). Since this is out of the norm for payment, council must approve. **Motion** by Councilperson Soltzak, supported by T. Troumbly, **to 1) authorize the work, 2) pay the \$500 deposit, and 3) pay half of the balance (\$15,380) at work start.** Roll Call: Ayes: Councilpersons Soltzak, T. Troumbly, Pollard, Sertich, and Mayor Nielsen. Nays: none. Motion carried.

**Bridge 5293 – Gayley Ave Bridge** – after some discussion, this should be removed from the agenda until further notice.

**City-wide infrastructure project** – nothing to report at this time.

**Street lighting project & Autumn Lane Industrial Park – engineering agreements--** Engineering agreements specific to each project outlining the scope of work was presented by Emily Major of SEH. These agreements had been included in council packets for prior review and Major went over them during the work session. **Motion to approve and sign both agreements** made by Councilperson Sertich with support from Mayor Nielsen. There was some additional discussion. Roll Call: Ayes: Councilperson Sertich, Mayor Nielsen, Councilpersons Pollard, Soltzak, and T. Troumbly. Nays: none. Motion carried.

**Council concerns/comments**

Pollard: None

Sertich: None

Sobtzak: None

T. Troumbly: None

Mayor Nielsen: Has received an inquiry from Home and & Comfort to purchase adjoining property.

**Motion** by Mayor Nielsen, supported by Councilperson Pollard, **to get a quote from SEH on how much the surveying would cost.** Ayes: all. Nays: none. Motion carried.

Mayor Nielsen **motioned to adjourn the meeting at 6:16 p.m.** Motion supported by Councilperson Sertich. Ayes: all. Nays: none. Meeting adjourned.



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Thomas Nielsen, Mayor



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Briana Anderson, Clerk-Treasurer