



MINUTES

COHASSET CITY COUNCIL MEETING

305 NORTHWEST FIRST AVENUE

TUESDAY, JANUARY 12, 2016

6:30 P.M. CLOSED CITY COUNCIL WORK SESSION

7:00 P.M. REGULAR CITY COUNCIL MEETING

6:30 p.m. – CLOSED City Council Work Session RE: Labor Negotiations for Management

7:00 p.m. City Council Meeting

1. **Call to Order** – Mayor Greg Hagy called the meeting to order followed by the Pledge of Allegiance.

2. **Roll Call**

Present: Mayor Greg Hagy, Councilors Terry Bartz, Denny Blankensop (via Skype), Tim Carlson, and Jason Tabaka

Absent: None

Others: Senator Tom Saxhaug

3. **Resident Input:** None

4. **Approve Agenda**

Additions: None

Deletions: None

A motion was made by Bartz/Carlson to approve the agenda as presented. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.

4A. **Senator Tom Saxhaug** explained that a legislative budget session begins on March 8, 2016 and three major items will include a tax bill, fiscal disparities, and transportation. Saxhaug specifically mentioned the need for turn lanes on Hwy 2 between Grand Rapids and Cohasset. Mayor Hagy agreed and mentioned there are 40 turns between Grand Rapids and Cohasset. Saxhaug was thanked for his time.

5. **Appointments**

A. Mayor Pro Tem – Tim Carlson

B. Fire Relief – Max Peters & Terry Bartz

C. City Attorney – John Licke (civil)

D. City Attorney – John Dimich (criminal)

E. Financial Auditor – Eide Bailly

F. EDA Appointment – EDA President Mayor Greg Hagy

G. City Engineer (Bob Beaver - SEH)

- H. Donation Committee (LaShomb, Mester, Peters, Carlson)
- I. Insurance Agency – Itasca Reliable
- J. Security Officer – Dean Scherf
- K. Public Utility Commission – Bill Mager, Jeff Sheldon, & Dan Toewe
- L. Economic Development Authority – Bill Boutwell
- M. Planning Commission – John Chell and Steve Otto

A motion was made by Carlson/Tabaka to approve the above listed appointments 5.A-M. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.

6. City Council Liaisons

- A. Emergency Management Director – Greg Hagy & Tim Carlson
- B. Safety Committee – Denny Blankensop
- C. Personnel Committee – Greg Hagy & Terry Bartz
- D. Planning Commission – Jason Tabaka
- E. Public Utilities Commission – Denny Blankensop
- F. EDA – Tim Carlson
- F. Greater Grand Rapids Cable Commission – Steve Brown

A motion was made by Tabaka/Blankensop to approve the above listed City Council Liaisons 6.A-F. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.

7. Designations & Resolutions

- A. Official Newspaper – Grand Rapids Herald Review
- B. Establish 2016 Meeting Schedule-2nd & 4th Tuesday of each month at 7:00 p.m.
- C. Resolution 2016-01 Designating Official Depositories for City Funds
- D. Resolution 2016-02 Authorizing Signature Authority for City Accounts
- E. Resolution 2016-03 Authorizing Signature Authority for Safe Deposit Box
- F. Resolution 2016-04 Setting Fee Schedule
- G. Resolution 2016-05 Granting Investment Authority for Depositories
- H. Resolution 2016-06 Authorizing Signature Authority for City Credit Card
- I. Resolution 2016-07 Regulation, Agreement & Rental for Community Center
- J. Approve Resolution 2016-08 RE: Joint Powers Agreement (Attorney Dimich)

A motion was made by Carlson/Tabaka to approve the above listed designations and resolutions 7.A-J. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.

8. Administration

A. Pay Estimate No. 2 (TH 2 Street Lights)

Bob Beaver thanked Council for his reappointment as City Engineer and reported that the Hwy 2 street lights were installed and the project was completed on December 16, 2015. The final construction cost matches the original bid of \$56,234.00. There were no extras or additional work associated with the project. Recommendation to Council is for approval of pay estimate

no. 2 – final – to Lanyk Electric for \$19,847.57. Any trench settlements or additional turf restoration activities will be completed as warranty work if needed in the spring. ***A motion was made by Bartz/Carlson to approve pay estimate no. 2 final to Lanyk Electric in the amount of \$19,847.57. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.*** Beaver also reported that the design for the Phase II Industrial Park is progressing.

B. Recommendations from Donation Committee – *A motion was made by Tabaka/Blankensop to approve the recommendation of the donation committee as follows: a fee waiver for Community Center rental for turkey bingo; \$400 to the Cohasset Fire Department for the purchase of youth bicycles for bingo prizes; a 2016 fee waiver for Tioga Beach pavilion rental for the following non-profit organizations: Let’s Go Fishing, Rotary, Lion’s Club, and the Cohasset 4-H Club. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.*

C. Approve 2016 Animal Control Contract – Hagy pointed out that the hourly rate had changed. *A motion was made by Carlson/Bartz to approve the 2016 animal control contract. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.*

D. Continuing Education Request for Jess Piche and Max Peters – *A motion was made by Carlson/Blankensop to approve a continuing education request for Max Peters and Jess Piche to attend the 2016 Minnesota Municipal Clerks Institute scheduled for May 2-6, 2016 in Plymouth, MN. The combined cost for tuition and lodging is \$935 each. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.*

E. Continuing Education Request for Duane Kilde and Jess Perrington – *A motion was made by Tabaka/Carlson to approve attendance for Kilde at the Minnesota Rural Water Association 32nd Annual Waste & Wastewater Technical Conference from March 1-3, 2016 in St. Cloud, MN; the registration fee is \$225; and for Jess Perrington to attend the MN Dept of Health Water Supply System Operator exam on April 7, 2016 in Minneapolis, MN – the exam fee is \$32; as well as the Water and Wastewater Certification Refresher and Exam on October 18-2, 2016 in St. Cloud, MN (exam fee \$55 and course fee \$255). Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.*

F. Approve Recommendation from Personnel Committee RE: Management Wages – *A motion was made by Blankensop/Carlson to approve the recommendation from the Personnel Committee as follows:*

- A 3% pay increase for Jessica Piche and Duane Kilde;
- A 3% employer match increase for Max Peter’s 457b Plan;
- An increase of one week vacation for Max Peters;
- A six month severance payment for Kilde, Peters, and Piche;
- Six months of paid insurance for Kilde, Peters, and Piche; and

Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.

G. Continuing Education Request for Dorie LaShomb – A motion was made by Bartz/Carlson to approve a continuing education request for Dorie LaShomb to attend the Minnesota Clerks and Finance Association Annual Conference in St. Cloud, MN on March 15-18, 2016. The registration fee is \$220 and includes election training, as well as approval for lodging and mileage. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.

9. Miscellaneous Announcements, Reports & FYIs:

- The Portage Park rink is open and conditions are improving
- Some utility customer have been asked to trickle water to prevent freeze up

All matters listed under consent agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

10. Consent Agenda

- A. Approve Claims in the Amount of \$106,369.23
- B. Approve City Council Meeting Minutes of December 22, 2015
- C. Acknowledge December 1, 2015 Cohasset Economic Development Minutes
- D. Acknowledge November 4, 2015 Planning Commission Minutes

A motion was made by Carlson/Tabaka to approve the consent agenda and claims in the amount of \$106,369.23. Voting in favor: Hagy, Bartz, Blankensop, Carlson, Tabaka; Voting against: None; Absent: None. Motion carried.

Mayor Hagy adjourned the meeting at 7:25 p.m.

Submitted by Deputy Clerk Karen Mester

Approved: 1/26/2016