



MINUTES  
COHASSET CITY COUNCIL  
305 NW FIRST AVENUE, COHASSET, MN 55721  
TUESDAY, FEBRUARY 13, 2024 – 7:00 P.M.

**5:30 PM City Council CLOSED Work Session**

Property acquisition discussion was held with Cohasset City Council and City Attorney John Licke regarding Parcel No. 05-445-0110.

**7:00 PM City Council Meeting**

1. **Call to Order:** Mayor Andy MacDonell called the meeting to order at 7:00 p.m.

2. **Roll Call**

**Present:** Mayor Andy MacDonell, Councilors Kevin Tinquist, Andy Haarklau, Terry Bartz, and Kevin Ott

**Absent:** None

**Non-Officio Members:** City Administrator; Max Peters, Zoning Officer; Tony Valtinson and Security Officer; Dean Scherf

**Other:** None

3. **Resident Input:** None

4. **Council Info / Liaison Reports:** Planning commission meeting has been working through cleaning up ordinance language. CPUB meeting had a recap of accomplishments and upcoming goals.

5. **Approve Agenda**

**Additions:** None

**Deletions:** None

Moving Item I – Hook & Ladder donation to be Item A.

*A motion was made by Councilor Andy Haarklau to approve the agenda with the restructuring of administration item I Hook and Ladder donation to administration item A. Councilor Kevin Tinquist seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent; None. Motion carried.*

**6. Administration**

**A. Cohasset Fire Hook & Ladder**

Cohasset Fire Chief, Dave Meyers presented the donations for Cohasset Fire Hook and Ladder Organization that was raised from their bingo fundraising event. One check is reimbursing \$3,500.00 for four Ice Commander Rescue suits and the second check is reimbursing \$4,605.55 for a sensit 4-gas monitor and calibration station for the monitors.

Fire Department has 4 trainees that have received all of their training and just finished their first year. The trainees will be given a few more months and then hopefully all will be getting hired on. Dave shared that calls are staying at average numbers for the Fire Department in the last month and a half. F.I.R.E is providing training for the Fire Apparatus Operator certification which will require a 41 hour course, with a certification test that will follow. All Fire Fighters will undergo the training, in which, the state reimburses for all that pass the course.

***A motion was made by Councilor Kevin Ott to accept the 2 check payments of \$3,500 and \$4,605.55 from Cohasset Fire Hook and Ladder. Councilor Andy Haarklau seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.***

#### **B. Resolution 2024-17 Tioga Merchandise Change Fund**

Requesting a motion to approve Resolution 2024-17 Tioga Merchandise Change Fund. Authorizes a Tioga Merchandise change fund in the amount \$150, with official custodian shall be Mindy Smith.

***A motion was made by Councilor Kevin Ott to approve Resolution 2024-17 Tioga Merchandise Change fund. Councilor Kevin Tinquist seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.***

#### **C. New Custodial & Grounds Keeper**

Requesting a motion to appoint Dan Schroeder to the full-time AFSCME union Public Works - Custodial and Grounds Keeping position. Beginning February 19, 2024 at a starting pay of \$16.00 per hour with full union benefits.

***A motion was made by Councilor Terry Bartz to approve Dan Schroeder as the full-time union public works – Custodial and Grounds Keeping position. Councilor Kevin Tinquist seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.***

#### **D. Election Judges**

Request to appoint election judges as follows:  
Head Election Judges (\$17.00 per hour plus mileage and meals)  
Jeannette Ritter  
Election Judges (\$16.00 per hour plus mileage and meals)  
Penny O'Brien  
Norma Hill  
Kathleen Wourms

***A motion was made by Councilor Kevin Tinquist to approve the appointment of election judges for 2024. Councilor Kevin Ott seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.***

#### **E. AWAIR Safety Awards**

Zoning Officer, Tony Valtinson presented the recommendation from the Safety Committee to approve AWAIR safety awards for the second half of 2023.

EMPLOYEE SAFETY COMMITTEE RECOMMENDATION for no paid lost time Workers Compensation claims in the second half of 2023:

1. \$100 for each permanent City Staff x 14 = \$1,400.00
  2. \$75 for each Fire Fighter x 18 = \$1,350.00
  3. \$40 for each FD Trainee x 4 = \$160.00
  4. \$30 for each Seasonal Employee x 4 = NA
- TOTAL = \$2,910.00

*A motion was made by Councilor Kevin Tinquist to approve the AWAIR safety awards for the second half of 2023. Councilor Andy Haarklau seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.*

**F. Life Jacket Loaner Station**

Recreation Coordinator, Stephanie Kessler presented the request for approval to have Army Corps of Engineers to install a “Life Jacket Loaner Station” at the King’s Bay Public Boat Landing. The public is welcome to borrow and return the life jackets. The Pokegama Dam Rec Area staff will maintain the stand take full responsibility for the stand and lifejackets on the stand. This effort promotes safety by providing life jackets for any boater to use.

*A motion was made by Councilor Kevin Ott to install a life jacket loaner station. Councilor Andy Haarklau seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.*

**G. Light the Night 2024 – Firework Quote**

Stephanie is requesting City Council approval for the Light the Night celebration Firework Display that is scheduled December 5, 2024. Premier Pyrotechnics has submitted a quote for \$4,500. If we pay our fee before March 1, 2024, we will get a 10% discount which covers the increase in product costs for 2024, keeping the invoice at the same amount as last year.

*A motion was made by Councilor Kevin Tinquist to approve the \$4,500 invoice for the Light the Night Firework Display. Councilor Kevin Ott seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.*

**H. ICS Blackwater Banks**

The Request for Bids was posted on QuestCDN VirtuBid™ virtual bidding platform on January 23, 2024. Bids were due on February 6, 2024 at 1:00 PM CST with the bids publicly open and read using Zoom video conferencing. A total of six bids were received and the low bidder is TNT Construction Group, LLC, with a total bid of \$179,800.00.

Kent shared that the low bidder was TNT Constructions. The qualifications required for this project was certification to be able to dig in an inland waterway. There are 2 individuals at TNT that holds this certification. TNT Construction, however, does not have relevant experience in the Mississippi watershed or a similar watershed. They do have experience in retention ponds and a lot of wetland. There were 3 bids for companies who had substantial experience with Mississippi Watershed.

Andy is requesting approval of the TNT Construction bid, in the amount \$179,800.00 and said this will be contingent on the establishment of a city park in the Blackwater’s banks watershed frontage, due to the necessity of the conservation easement to fulfil the DNR water permit.

***A motion was made by Councilor Terry Bartz to approve TNT Construction \$179,800.00 bid, contingent on the City Park and water permit. Councilor Kevin Ott seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.***

## **I. ICS Dredging Inspection**

Additional services provided to the original Scope of Services and Fee Proposal for Blackwater Banks Mooring Facility - Bidding and Construction Phase services. The additional services are for construction administration as requested by the project team. EOR has the certification and experience to working with a Mississippi watershed. Emmons & Olivier Resources, Inc. quoted to provide the services at an amount up to \$15,000.00.

***A motion was made by Councilor Andy Haarklau to approve EOR for overseeing the ICS Blackwater Bids \$15,000.00. Councilor Kevin Tinquist seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.***

## **7. Miscellaneous Announcements, Reports, and FYI'S:**

The next meeting will be cancelled, due to there not being a quorum for the February 20, 2024 meeting. The next meeting will be rescheduled for Monday, February 26, 2024. The Public Hearing for amending Ordinance 11 was scheduled for February 20, 2024 and has been rescheduled for March 19<sup>th</sup>, 2024.

**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.**

## **8. Consent Agenda**

- A. Approve Claims in the Amount of \$113,608.78
- B. Acknowledge July 20, 2023 Safety Committee Minutes
- C. Acknowledge January 3, 2024 PC Minutes
- D. Acknowledge January 2, 2024 EDA Minutes
- E. Acknowledge January 8, 2024 CPUB Minutes
- F. Approve the January 23, 2024 City Council Minutes
- G. Acknowledge the Cemetery Deed for Kristen & Warren Whitworth

***A motion was made by Councilor Andy Harklau to approve the consent agenda. Councilor Kevin Ott seconded the motion. Voting in favor: Mayor Andy MacDonell and Councilors Kevin Ott, Terry Bartz, Andy Haarklau, and Kevin Tinquist; Voting against: None; Absent: None; Motion carried.***

Adjourn: Mayor Andy MacDonell adjourned the meeting at 7:24 p.m.

Submitted by: Associate Deputy Clerk Treasurer  
Approved: 2/26/2024