



MINUTES  
COHASSET CITY COUNCIL  
305 NW FIRST AVENUE, COHASSET, MN 55721  
MONDAY, FEBRUARY 26, 2024 – 7:00 P.M.

**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

**Other:** None

3. **Resident Input:** None

4. **Council Info / Liaison Reports:** None

5. **Approve Agenda**

**Additions:** 6M – Industrial Park Mass Grading

**Deletions:** None

*A motion was made by Councilor Kevin Tinquist to approve the agenda with the additional item 6M for Industrial Park Mass Grading. 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.*

6. **Administration**

**A. Public Hearing to amend Ordinance 11 CPUB name change – March 19, 2024**

The previously scheduled Public Hearing on February 20, 2024 has been rescheduled for March 19, 2024 at 7:05 p.m. at the Cohasset City Hall, 305 NW 1st Avenue, Cohasset, Minnesota 55721. The Cohasset City Council will hold a public hearing to update Ordinance 11 from the title of Public Utility Commission to Cohasset Public Utility Board. The City of Cohasset is requesting the name title correction for Ordinance 11.

**B. Approve CPUB Bylaws**

The CPUB has updated their bylaws with the name change and the bylaws reflecting that the Cohasset Public Utility is a board and not a commission.

*A motion was made by Councilor Kevin Ott to approve the CPUB bylaws. 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.*

### **C. CPUB Accomplishment and Goal Summary**

2023 accomplishments included bylaws, third party rate discussion in July/August, and natural gas expansion in October. 2024 goals are to review the overall impact on utilities for the water & sewer expansion and the Riverfront project and to review infrastructure for water & sewer

### **D. CPUB Chair, Vice-Chair, and Secretary Appointment**

Requesting appointment of Cohasset Public Utilities Board Chair, Vice-Chair, and Secretary for March 2024 – February 2025 as follows: Chair – Jack Yates, Vice-Chair – Barbara Baird, Secretary – Ramona Sjostrand

***A motion was made by Councilor Kevin Tinquist to approve the appointment of Chair Jack Yates, Vice Chair Barbara Baird, and Secretary Ramona Sjostrand. 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. Utility Price Increase**

Requesting approval for an increase of water and sewer rates for residential and commercial.

Residential would be an increase from \$8.90 to \$9.59/thousand gallons.

Commercial would be an increase from \$8.90 to \$10.23/thousand gallons.

City Administrator, Max Peters shared the process on the calculation for these rate increases. This increase is not even close to the rates that are at other cities in this area. The City Council all agreed it's been a long time coming and it is time to make an adjustment to these rates. Andy MacDonell shared they have repaired 6-8 water valves and hydrants in the last year. The local cities are only displaying rates per thousand gallons and is not including what type of base charges that they have included in their utility billings, so anticipating that is why some were displayed as extremely low.

***A motion was made by Councilor Kevin Ott to approve the water and sewer rate increase effective immediately, starting March 2024. Councilor Terry Bartz 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. New Deputy City Clerk**

Requesting a motion to appoint Emma Petermeier to the fulltime AFSCME union Deputy City Clerk position at \$20.67 per hour with all union benefits effective Wednesday, March 6, 2024 pending a criminal background check and passing a pre-employment drug test.

***A motion was made by Councilor Kevin Ott to approve the hire of City Deputy Clerk, Emma Petermeier at \$20.67 per hour starting Wednesday, March 6, 2024. 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. Portage Park Fencing Bids**

Recreational Coordinator, Stephanie Kessler is requesting City Council approval to provide fencing at Portage Park. This fencing would allow shading and foul ball protection at the dugouts and bleachers and they will also do general repairs to the fencing at the park. There were two quotes provided, Keller Fence quoted \$8,593.00 and Iron Oakes Fencing quoted \$7,825.00. A recommendation to approve Keller Fence with the existing business they have had with the City of Cohasset.

***A motion was made by Councilor Terry Bartz to approve Keller Fence quote for \$8,593.00 to provide fencing and repairs for Portage Park. 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. Blackwater Conservation Easement**

The establishment of the Park, the establishment of its boundaries and the acceptance of the Conservation Easement language needs to be documented at the Council Meeting. Once the official record is compiled it will need to be sent to Rian Reed at the DNR as proof for compliance with the Public Waters Permit Mitigation requirements. The DNR has asked for additional specifics on how work will be done in the transitional area between the mooring excavation and the upland area and the area from the mooring to the river channel. The DNR wants to ensure minimal impact occurs in the OHWL transition area and that the river ecosystem and wild rice are well protected as work is done to the river channel. EOR is working with TNT to provide this information. TNT requested a 2nd access point into the excavation area. The USACoE determined that their permit would need modification for this. We will not pursue a 2nd access point. The DNR has approved TNT beginning work in the excavation area to “freeze” the area and remove above surface organics. Excavation can begin after the Council approves the above measures and the DNR reviews additional specification on how work will be done. All work in the mooring area below the OHWL must be completed by April 1, 2024.

ICS Project Development Specialist, Kent Koerbitz, updated the City Council on the project status. The DNR asked that the rest of the shoreline will need to be covered to avoid any additional structures be developed in that area. There is the ability to add a walking path with the park, if the City of Cohasset wishes. People need to be made culturally aware of the wild rice and the significance to the area. Approval of all permits have been received today, with the pending City Council approval.

***A motion was made by Councilor Andy Haarklau to approve the Blackwater Banks Conservation Easement and City Park. 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. Tioga Maintenance**

Adam Buck from Pathfinder Trail Building, quoted the cost to complete maintenance at Tioga Recreation Area would be a maximum budget of \$45,584.00 for 7-10 days of work, with a four man crew. Max Peters shared that this is part of maintaining the Tioga Recreation area. There is \$130k left of a \$150k budget to provide maintenance for Tioga. This will help fix the trails and berms, after 5-6 years, it needs to be refreshed.

***A motion was made by Councilor Andy Haarklau to approve the quote from Pathfinder Trail Building for \$45,584.00 to provide improvements to the Tioga Recreation Area. 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.***

#### **J. Portage Park Fertilization**

A quote was provided from Professional Turf & Renovation, Inc. to provide fertilization and field layouts at Portage Park for the 2024 Season. Requesting approval for \$7,880.00 which would include: Supply and apply three fertilization application of 26-0-3 55% Mesa, 23% Bio for a cost of \$6,900.00. Provide robotic filed painter, labor, and paint to layout the following fields: two soccer fields and four baseball/softball field foul lines.

***A motion was made by Councilor Kevin Tinquist to approve the quote from Professional Turf & Renovation, Inc. for \$7,880.00 to provide fertilization and field layouts for Portage Park. 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.***

#### **K. Cemetery Grub Treatment**

A quote was provided from Green Again Lawn & Landscape for a grub treatment at the Cemetery, which would alleviate the need for it to be watered for 3 weeks. This also helps alleviate skunks digging in the cemetery. Requesting approval of \$4,000.00 to treat entire site for grubs and 1 application of lawn treatment, pre-emergent, post emergent broad leaf control, liquid fertilizer, and ant control. This would be scheduled to be completed during spring of 2024.

***A motion was made by Councilor Kevin Ott to approve the quote from Green Again Lawn and Landscape for a grub treatment at the Cemetery. 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.***

#### **L. Well 1 – Pull, Inspect & Rehabilitate**

A quote was provided from Their Well to pull, inspect, and rehabilitate Well 1. This would be a four day project that would cost an estimated total of \$18,550.00. Day 1 – Pull Pump Equipment, Day 2 – Pump Well to Waste, Day 3 – Continue pumping Well to Waste and install Chlorine & Acetic Acid into the Well. Day 4 – Surge Well 2-3 hours and install permanent pump.

***A motion was made by Councilor Kevin Ott to table this until we get a second quote. 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.***

#### **M. Industrial Park Mass Grading**

A list of bids was provided for the 2024 Industrial Park Mass Grading. Requesting approval to accept the lowest bid of \$417,000.00 from Casper Construction to complete the mass grading at the Industrial Park.

<u>Contractor</u>	<u>Bid</u>
Casper Construction	\$417,000.00
TNT Construction Group	\$627,800.00
Wm. J. Schwartz & Sons	\$795,487.67
KGM Contractors	\$823,576.90
Gladen Construction	\$837,129.51
Meyer Contracting	\$1,019,172.90
Northland Constructors	\$1,299,000.00
Engineer's Estimate	\$840,148.00

***A motion was made by Councilor Kevin Ott to approve the quote from Casper Construction for the Industrial Park mass grading. 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.***

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

The Board of Appeal and Equalization for Cohasset City shall meet on April 24, 2024 9:00AM at Cohasset City Hall. The purpose of this meeting is to determine whether property in the jurisdiction has been properly valued and classified by the assessor.

**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 \$180,765.22

- B. Approve the February 13, 2024 City Council Minutes
- C. Acknowledge the Cemetery Deed for Robert E. York
- D. Acknowledge the Cemetery Deed for Alice Filipiak

***A motion was made by Councilor Kevin Ott to approve the consent agenda. 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.***

Adjourn: Mayor Andy MacDonell adjourned the meeting at 7:36 p.m.

Submitted by: Deputy Clerk, Emma Petermeier  
Approved: