



MINUTES

COHASSET CITY COUNCIL

305 NW FIRST AVENUE, COHASSET, MN 55721

MONDAY, MARCH 19, 2024 – 7:00 P.M.

6:00 PM Council Work Session

Housing Development Discussion

City Administrator, Max Peters is requesting an opinion from the City Council about how the City of Cohasset could utilize the plat of land located behind the cemetery. Max Peters presented the options of a possible roadway, quadplex, triplex, duplex, or a not as dense as multi-family housing but still an area for housing development. There is a high demand for housing in general, but Cohasset needs more single-family housing and 55 plus homes. The area is zoned for single-family homes, so multi-family housing would require additional re-zoning. The City would be required to keep some of the land for the cemetery too. A public meeting will need to be held to allow public opinion on the area. Zoning Officer, Tony Valtinson, shared the specifics dimensions of area required for the multi-family housing options. The City Council agreed to move forward with the next step, which will be figuring out zoning on this property.

ICS Blackwater Banks

Kent Koerbitz, ICS Project Coordinator, Phase I update is the completion of the mooring at the boat launch and private garages, which finished at about \$400,000.00 under the estimated budget. There was a contractor meeting held on March 13, 2024 for the boat launch. All bids are due by 1:00 p.m. on March 26, 2024 for digging the boat landing; ICS will inform City Council if any bids meet the estimated construction cost of \$740,000.00. After doing a review and walk through with two of the contractors, Kent Koerbitz shared that the estimated construction price of \$740,000.00 may be high.

The next phase of the project will be an estimated eight to ten week duration. Due to Minnesota Fisheries, access to the Mississippi River is unavailable between April 1, 2024 and June 30, 2024. The anticipated start date would be July 8, 2024 if the City Council approves the bid of the project. In addition to this wait period, there is also a ninety-day window from the legislature to make sure the Council has all necessary information of any extra funding that may be available.

On March 15, 2024, the walk through with the Department of Natural Resources, Army Corps of Engineers, and Itasca Water and Soil occurred for the mooring project. The water is about a foot and a half deep. In April, the reservoir will come up three feet giving a total depth of four and a half feet deep during normal boating season. City Council approved \$15,000.00 for E.O.R to oversee TNT during the projected 10 days on the mooring project. TNT completed the mooring project in three and a half days, due to the timely completion; E.O.R will not be billing the \$15,000.00.

ICS does have an RFP for a developer that was reviewed with City Administrator, Max Peters. Once a developer is hired, the City will be able to move forward with Phase II, projected to start as early as October or November. The buildings are scheduled to be removed during Phase II with the utility installation.

New Shop Storage Building

Public Works/Public Utilities Supervisor, Walter Shadley, provided two bids for additional storage of off-season equipment, estimated building size of 1,728 square feet, located in the Industrial Park by the main Public Works/Public Utilities shop. The low bid was Mitchell Watkins at \$48,000.00, which does not include concrete.

Mayor Andy MacDonnell requested that City Council, along with Walt Shadley, examine the current buildings and their capacity before the next meeting. Once a more in depth look at the current buildings has occurred City Council will decide to move forward or not.

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, Security Officer, Dean Scherf

Other: None

3. Resident Input: None

4. Council Info / Liaison Reports:

Planning Commission and Economic Development Authority meetings were cancelled this month. During the March 4, 2024 Cohasset Public Utilities Board meeting, City Administrator, Max Peters, presented the water and sewer expansion on County Road 76 and County Road 63.

5. Approve Agenda

Additions: None

Deletions: Item D – New Shop Storage Building is tabled until next week, pending the City Councilors inspection of current storage available.

A motion was made by Councilor Kevin Ott to approve the agenda with Item D – new shop storage building tabled until next meeting. 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.

PUBLIC HEARING (Starting at 7:05 p.m.) to act on the revision of Ordinance No. 11. The revision is to update the name “Public Utility Commission (PUC)” to “Cohasset Public Utility Board (CPUB)” on Ordinance No. 11 – An Ordinance Regulating the Public Utilities for the City of Cohasset.

Zoning Officer, Tony Valtinson presented the request to act on the revision of Ordinance No. 11. Cohasset Public Utilities Board (CPUB) reviewed and approved the revised name change on January 8, 2024. This name change was for technicality reasons, due to commissions handling monetary decisions, in which, this group was not granted the right to do.

A motion was made by Councilor Terry Bartz to approve the revision to update the name “Public Utility Commission (PUC)” to “Cohasset Public Utility Board (CPUB)” on Ordinance No. 11 – An Ordinance Regulating the Public Utilities for the City of Cohasset. 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. Itasca Co. Historical Society Gambling License

Itasca County Historical Society is requesting the City Council approve their gambling license application for their Purse Bingo event being held at the Cohasset Community Center on September 28, 2024. They are also requesting approval to hire a food truck on city hall property for an hour before the event. They are looking at a local veterans group for the liquor license to sell at the event.

A motion was made by Councilor Kevin Ott to approve the Itasca County Historical Society gambling license and hire a food truck for an hour before the event. 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.

B. 2024 Industrial Park Mass Grading Payment Request

On February 26, 2024, City Council approved \$417,000.00 for the Industrial Park Mass Grading bid from Casper Construction, Inc. SEH is requesting City Council approval for the first payment request of \$131,049.89 to Casper Construction. The approved bid from Casper Construction has a remaining balance of \$285,950.11.

A motion was made by Councilor Kevin Tinquist to approve the payment request of \$131,049.89 to Casper Construction Inc. 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.

C. 2024 MCMA Annual Conference – City Administrator

City Administrator, Max Peters is requesting City Council approval to attend the 2024 MCMA Annual Conference located in the Brainerd area from May 1, 2024 to May 3, 2024.

A motion was made by Councilor Kevin Ott to approve City Administrator, Max Peters to attend the 2024 MCMA Annual Conference May 1 – 3, 2024 in the Brainerd area. 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.

D. Equipment Rental – Drum Mower

In June 2023, City Council approved the quote from Ziegler CAT for a one-month rental of a Boom Mower to reach high brush and roadway facing trees. The City did not rent this equipment, which was a budgeted item for 2023.

2023 Ziegler CAT Boom Mower Quote – \$9,320.00.

Public Works/Public Utilities Supervisor, Walt Shadley, is requesting to approve equipment that is more versatile. The Komatsu drum mower rental for one month for the price of \$13,150.00, with an additional \$500.00 needed to replace drum mower teeth.

A motion was made by Councilor Andy Haarklau to approve the one month rental of the Komatsu drum mower attachment at the price of \$13,650.00. 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.

E. Miscellaneous Announcements, Reports, and FYI'S:

The Cohasset Office and Shop will be closed March 29, 2024 in observance of Good Friday.

Annual Board of Appeals & Equalization meeting will be held Wednesday, April 24, 2024 at 9:00 a.m. at the Cohasset City Hall.

Security Officer, Dean Scherf, discussed the amount of calls coming in about squirrels in the City. The public should know that per City ordinance, they cannot shoot any type of a weapon within the City limits, which includes air rifles, BB guns, etc. Dean Scherf suggested live traps instead.

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 \$140,754.51
- B. Acknowledge February 5, 2024 CPUB Minutes
- C. Approve the February 26, 2024 City Council Minutes

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 7:14 p.m.

Submitted by: Deputy Clerk, Emma Petermeier
Approved: 04/09/2024