



**MINUTES**  
**COHASSET CITY COUNCIL**  
**305 NORTHWEST FIRST AVENUE**  
**TUESDAY, MARCH 24, 2020**  
**6:30 P.M. CITY COUNCIL OPEN WORK SESSION**  
**7:00 P.M. REGULAR CITY COUNCIL MEETING**

**6:30 p.m. City Council Work Session:** Discussion of Itasca Eco-Industrial Park Utility Extension/Watermain Looping

Mayor Greg Hagy called the City Council work session to order at approximately 6:30 p.m. The informational packet was reviewed including maps of the project area. Councilor Tim Carlson explained that the City of Grand Rapids had requested that Max present this information to Council and the project did not originate from Peters.

After discussion, Council and Mayor agreed to focus on ongoing City projects and defer this project.

**7:00 p.m. City Council Meeting**

1. **Call to Order:** Mayor Greg Hagy called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

Hagy announced he is optimistic during the pandemic and is hopeful things will get back to normal as soon as possible. Social distancing is being practiced and the City is in communications with other agencies. The City will adapt as needed.

**2. Roll Call**

**Present:** Mayor Greg Hagy, and City Councilors Terry Bartz, Tim Carlson, Mary Flinck, and Jason Tabaka

**Absent with Notice:** None

**Non Officio Present:** Finance Manager Max Peters, Security Officer Dean Scherf, and Fire Chief Davin Tinquist

**Others:** None

**3. Resident Input:** None

Mayor Hagy noted that if any resident has input for the meetings they are welcome to submit them via email.

**4. Approve Agenda**

**Additions:** 5E) Emergency Paid Sick Leave for City Employees

**Deletions:** None

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

## **5. Administration**

### **A. Requests from Fire Chief Davin Tinquist**

1) **Hire Three Fire Fighters:** Tinquist requested Council approval for the hire of Brady Randolph, Mike Soule, and Patrick Doell. *A motion was made by Bartz/Carlson to approve the hire of Randolph, Soule, and Doell with a start date of April 7, 2020. Voting in favor: Bartz, Carlson, Flinck, Hagy, & Tabaka; Voting against: None; Absent: None. Motion carried.*

2) **Release Eric Odden from Employment as a Fire Fighter:** *A motion was made by Carlson/Tabaka to approve Firefighter Eric Odden's release of employment. Voting in favor: Bartz, Carlson, Flinck, Hagy, & Tabaka; Voting against: None; Absent: None. Motion carried.*

3) **Consider Bid from Pioneer Electric for \$3830 to replace all Fire Hall Lights with LED:** *A motion was made by Bartz/Flinck to approve the quote from Pioneer Electric in the amount of \$3830 to replace all fire hall lights with LED. Voting in favor: Bartz, Carlson, Flinck, Hagy, & Tabaka; Voting against: None; Absent: None. Motion carried.*

4) **Allow the Fire Department to form a Truck Committee:** *A motion was made by Bartz/Flinck to approve the formation of a truck committee and for the committee to report back to City Council once estimates are obtained. Voting in favor: Bartz, Carlson, Flinck, Hagy, & Tabaka; Voting against: None; Absent: None. Motion carried.*

Tinquist gave an update on the Fire Fighter's response to COVID -19. The Fire Department will be responding to all calls and there has been an increase in medical calls. Assessments are done from the threshold and as much is done over the phone as possible.

**B. Quote from Cascade Computers in the Amount of \$3,050.25 for Security Cameras:** *A motion was made by Flinck/Bartz to approve the quote from Cascade Computer in the amount of \$3,050.25. Voting in favor: Bartz, Carlson, Flinck, Hagy, & Tabaka; Voting against: None; Absent: None. Motion carried.* Scherf explained the cameras are on a secure network and the City can choose who has access.

**C. Quote from esri in the Amount of \$2470 for Yearly Maintenance License Fee for ArcGIS Mapping Program:** *A motion was made by Flinck/Tabaka to approve the yearly maintenance license fee for ArcGIS with esri in the amount of \$2470. Voting in favor: Bartz, Carlson, Flinck, Hagy, & Tabaka; Voting against: None; Absent: None. Motion carried.*

**D. Recommendation from the Donation Committee:** *A motion was made by Bartz/Carlson to approve the recommendation from the Donation Committee and allow a spay/neuter clinic to use the old public works building July 12-15, 2020. Voting in favor: Bartz, Carlson, Flinck, Hagy, & Tabaka; Voting against: None; Absent: None. Motion carried.*

**E. Emergency Paid Sick Leave for City Employees: A motion was made by Tabaka/Carlson to approve supplemental sick pay (up to 80 hours) for all employees should they qualify under certain criteria. Employees will not have to utilize current accrued sick time if the time needed is due to any of the following:**

- 1) You are subject to a Federal, State or local quarantine or isolation order related to COVID-19
- 2) You have been advised by a health care provider to self-quarantine due to concerns related to COVID-19
- 3) You are experiencing symptoms of COVID-19 and seeking a medical diagnosis
- 4) You are caring for an individual who is subject to an order as described in (1) or have been advised as described in (2)
- 5) You are caring for a son or daughter if the school or place of care of the son or daughter has been closed, or the child care provider of the son or daughter is unavailable due to COVID-19 precautions
- 6) You are experiencing any other substantially similar condition specified by the Secretary of Health and Human Services in consultation with the Secretary of the Treasury and the Secretary of Labor

If you do not meet the above criteria but still feel that you cannot come into work, you will have job protection under the Family and Medical Leave (FMLA). You may utilize your existing sick and vacation time for your wages.

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

#### **6. Miscellaneous Announcements, Reports and FYIs:**

- Mayor Hagy announced that the health and safety of City Employees and Residents is the number one priority of the City. To date, there are no diagnosed cases of COVID-19 in Itasca County. The Cohasset Community Center is open to City employees only. Utility bills may be left in the drop box or paid online and all late fees will be suspended until further notice. Take care of yourselves, each other and our community, and thank you for supporting our community efforts during this unusual time.
- Max Peters reported that the Portage Park skating rink is closed

**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.**

#### **7. Consent Agenda**

- A. Approve Claims in the Amount of \$144,154.54
- B. Approve the March 11, 2020 City Council Minutes
- C. Acknowledge the January 6, 2020 PUC Minutes

***A motion was made by Tabaka/Flinck to approve the consent agenda and claims in the amount of \$144,154.54. Voting in favor: Bartz, Carlson, Flinck, Hagy, & Tabaka; Voting against: None; Absent: None. Motion carried.***

Mayor Greg Hagy adjourned the meeting at 7:30 p.m.

Submitted by Deputy Clerk Karen Blair

Approved: 4/14/2020