



MINUTES

COHASSET CITY COUNCIL MEETING

305 NORTHWEST FIRST AVENUE

TUESDAY, MAY 28, 2019

6:00 P.M. OPEN CITY COUNCIL WORK SESSION

6:30 P.M. ADMINISTRATIVE OVERVIEW/EIDE BAILLY

7:00 P.M. CITY COUNCIL MEETING

6:00 P.M. Open City Council Work Session for discussion on multi-use trail on Co. Rd. 63.

Max Peters explained that the trail is a collaborative project between the Cities of Grand Rapids and Cohasset. The total project cost is \$686,070 and four bids were submitted; \$400,000 of project costs will be paid for by grant monies and the remaining balance will be split by 60% (Cohasset) & 40% (Grand Rapids) based on the mileage of the project. The project will connect the trail on Co. Rd. 63 (which disappears at Co. Rd. 76) and will go to the Mississippi River bridge in Grand Rapids. Grand Rapids has a 2020 project to connect the trail to Fourth Street. Snowmobiles can use the trail in the winter and it will be multi-use in other seasons. Cohasset's share of the project will be \$171,642 and there is a 10% contingency which could lower the final cost.

Discussion was held on the maintenance of the trail and future costs for repairs, etc. City Councilors questioned the City of Cohasset being 100% responsible for trail maintenance and suggested the City's responsibility should end at Cohasset City limits. Max Peters pointed out some advantages to Cohasset being responsible for trail maintenance and Councilors agreed. This item will be added to the agenda.

6:30 P.M. Administrative Overview with Eide Bailly Re: 2018 City Audit

Jean Luke Arel, Eide Bailly presented the executive summary for the City of Cohasset 2018 audit. The City received a clean audit opinion, also known as an unmodified opinion. An unmodified opinion means that the financial statements have been prepared using accounting principles generally accepted in the U.S. and do not contain material misstatements, and are fairly represented. Cash investments remained consistent and the liquidity level is at 12, which Arel said exceptional compared to other cities. Liquidity refers to an organization's ability to pay short-term financial obligations.

Arel also reviewed general operations revenues and expenditures, general fund balance, and the enterprise funds, (natural gas, water and sewer) which are self-sustaining funds. Arel was thanked for his presentation.

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

2. Roll Call

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

Absent with Notice: None

Non Officio Members: Finance Manager Max Peters, Security Officer Dean Scherf,
& Zoning Officer Greg Tuttle

3. Resident Input: None

4. Approve Agenda

Additions: Item 6F) Natural Gas Line Relocation; 6G) Lift Station #2 Valve Replacement; and
6H) Multi-use Trail on County Road 63

Deletions: None

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

5. **Eide Bailly Audit Presentation:** Jean Luke Arel of Eide Bailly gave another presentation for the video recorded portion of the meeting. Please see “administrative overview” above for details.

6. Administration

A. **Approve Temporary Liquor License for July 20, 2019 for S Bastian Companies, LLC** dba Pokegama Grill, 3910 Golf Course Road, Grand Rapids, MN to serve an event at the Cohasset Community Center (Class of 1969 GRHS Class Reunion). *A motion was made by Carlson/Tabaka to approve a temporary liquor license for July 20, 2019 to S Bastian Companies, LLC dba Pokegama Grill as outlined above. Voting in favor: Bartz, Carlson, Flinck, Hagy, and Tabaka; Voting against: None; Absent: None. Motion carried.*

B. **Recommendation from the Donation Committee:** *A motion was made by Carlson/Flinck to approve a Community Center rental fee waiver for the Grand Rapids Area Track and Field Association’s End of the Year Awards Banquet scheduled for Monday, June 3, 2019 for approximately 120 youth and family. Voting in favor: Bartz, Carlson, Flinck, Hagy, and Tabaka; Voting against: None; Absent: None. Motion carried.*

C. Enbridge Right of Way Easement

- 1) Special Damage Release and Receipt
- 2) Enbridge Energy, Limited Partnership Fence Installation Receipt

A motion was made by Bartz/Carlson to approve the Enbridge Right of Way Easement documents as listed above. Voting in favor: Bartz, Carlson, Flinck, Hagy, and Tabaka; Voting against: None; Absent: None. Motion carried.

D. Approval of Itasca County Resolutions:

- 1) Resolution 2019-15 Approving County Project within Municipal Corporate Limits
- 2) Resolution 2019-16 Resolution for Parallel Parking
- 3) Resolution 2019-17 Parking Restriction Resolution

Itasca County Assistant Engineer Ryan Sutherland explained the resolutions were required for the Cohasset School project. *A motion was made by Carlson/Tabaka to approve Resolutions 2019-15, 2019-16 and 2019-17 as listed above. Voting in favor: Bartz, Carlson, Flinck, Hagy, and Tabaka; Voting against: None; Absent: None. Motion carried.*

E. Act on a Recommendation from the Planning Commission to Consider Amending Ordinance No. 48 (Parking Regulations): Zoning Officer Greg Tuttle reported he received complaints of people parking on sidewalks. The parking ordinance is silent on the issue so the ordinance was amended to address it. A public hearing was held which is a requirement for amending an ordinance and Tuttle summarized the changes. *A motion was made by Tabaka/Flinck to approve Ordinance No. 48 as amended. Voting in favor: Bartz, Carlson, Flinck, Hagy, and Tabaka; Voting against: None; Absent: None. Motion carried.*

F. Gas Line Relocation: The following was requested:

- A motion to approve a natural gas line relocation on County Road 227 (Columbus Ave.). The cost will be \$25,390.00. It was noted that the current line needs to be relocated due to the Itasca County road project in conjunction with the Cohasset Elementary School remodel; and
- A motion for a budget amendment for the entire project in the amount of \$25,390.00 from the 603-natural gas fund using existing reserves.

A motion was made by Bartz/Carlson to approve the natural gas line relocation and the budget amendment as outlined above. Voting in favor: Bartz, Carlson, Flinck, Hagy, and Tabaka; Voting against: None; Absent: None. Motion carried.

G. Lift Station #2 Valve Replacement: The following was requested:

A motion to approve a quote from Quality Flow in the amount of \$6,890.00 for a lift station #2 valve replacement; and

A motion for a budget amendment for the entire project in the amount of \$6,890.00 from the 602-sewer fund using existing reserves.

A motion was made by Carlson/Flinck to approve the lift station #2 quote from Quality Flow in the amount of \$6,890.00 and the budget amendment in the amount of \$6,890.00 from the 602-sewer fund using existing reserves. Voting in favor: Bartz, Carlson, Flinck, Hagy, and Tabaka; Voting against: None; Absent: None. Motion carried.

H. Multi-use Trail on County Road 63: This item was discussed in a work session as outlined on page one. *A motion was made by Tabaka/Flinck to approve Cohasset's share of the project in the amount of \$171,642 (60%) plus a 10% contingency which could lower the final cost. Voting in favor: Bartz, Carlson, Flinck, Hagy, and Tabaka; Voting against: None; Absent: None. Motion carried.*

7. Miscellaneous Announcements, Reports and FYIs: The Memorial Day Veteran's Social Event was a success and there was a good turnout. Thanks to our volunteers – Wally and Carol Olds, Ella Gelting, and Mike and Linda Roy.

Becky Virkus thanked the City for beautifying Wildwood Cemetery for Memorial Day. The grounds are well kept and look great. Also thanks to the Cohasset Fire Department for putting up Memorial Day flags in the City.

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 \$150,064.41

B. Approve the May 14, 2019 City Council Minutes

A motion was made by Carlson/Tabaka to approve the consent agenda and claims in the amount of \$150,064.41. Voting in favor: Bartz, Carlson, Flinck, Hagy, and Tabaka; Voting against: None; Absent: None. Motion carried.

Adjourn: Mayor Greg Hagy adjourned the meeting at 7:26 p.m.

Submitted by Deputy Clerk Karen Blair

Approved: 6/11/2019