



**MINUTES**  
**COHASSET CITY COUNCIL**  
**305 NORTHWEST FIRST AVENUE**  
**TUESDAY, OCTOBER 13, 2020**  
**6:00 P.M. OPEN CITY COUNCIL WORK SESSION**  
**7:00 P.M. REGULAR CITY COUNCIL MEETING**

**6:00 p.m. Open City Council Work Session** with Planning Commission to discuss zoning and the Comprehensive Plan

Mayor Hagy called the open City Council Work Session to order at 6:00 p.m.

**Planning Commission Members Present:** Lucas Thompson, Steve Otto, Steve Lavalier, Josh Casper, Lesley Kleveter, and Gary Wheelock.

**Ex-Officio Members:** Zoning Officer Greg Tuttle, City Liaisons Jason Tabaka and Mary Flinck, City Attorney John Licke

**City Council Members:** Mayor Greg Hagy, Terry Bartz, Tim Carlson, Mary Flinck, & Jason Tabaka.

**Others:** Finance Manager Max Peters, and Security Officer Dean Scherf

Mayor Hagy stated he is appreciative of the Planning Commission and the work they do. Hagy explained that in the past there has been pushback against City events such as Benson Bog Days from non-residents trying to intervene in the City's permitting and zoning processes. However, Hagy does not allow non-residents to speak at City Council meetings which is helpful in resolving City issues without the interference of non-taxpayers.

Hagy explained that in regard to zoning it is the City's goal to not exceed State recommendations or to re-write rules. The City does not want to have rules in place that are unenforceable. It was noted that currently, the City's EAW requirement exceeds State guidelines. The City of Cohasset Comprehensive Plan includes the goal of a City campground. Hagy noted that the Comp Plan is 84 pages and he refers to it frequently when making decisions. The Comp Plan is pro tourism and economic development.

Discussion was held regarding the ideal location for a City campground and the Minnesota Basic Code. Hagy asked Tuttle how many campground requests he is currently dealing with. Tuttle stated there are no campground requests. It was noted that the City will not enforce covenants or developer agreements. After extensive discussion, Council's recommendation was for the Planning Commission to fall in line so that City guidelines do not exceed State of Minnesota guidelines. City Attorney Licke and Tuttle will be working together to provide direction for the next Planning Commission meeting.

Mayor Hagy adjourned the work session at 6:55 p.m.

**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

2. **Roll Call**

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

**Absent with Notice:** None

**Non Officio Members:** Finance Director Max Peters, Zoning Officer Greg Tuttle, Fire Chief Davin Tinquist, Jennifer Otten, Lake Country Power, & Security Officer Dean Scherf

**Others:** None

3. **Resident Input:** None

4. **Approve Agenda**

**Additions:** Addition item for item 5)G: Approve Quote from Cascade Computers in the Amount of \$6,919.37 for Technology Items; 5)J Hire Steve Lavalier for Fire Hall Maintenance at the Current Fire Fighter Rate; 5)K Council Approval for Max Peters to attend the MREJ Industrial Summit for a Panel Discussion Regarding Industrial Parks.

**Deletions:** None

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

5. **Administration**

A. **Resolution 2020-21 - Lake Country Power Sign ROW Vacation:** Zoning Officer Greg Tuttle explained the recommendation from the Planning Commission to approve Resolution 2020-21 approving the vacation of a right-of-way to allow Lake Country Power to install a sign.

*A motion was made by Tabaka/Carlson to approve Resolution 2020-21 as outlined above.*

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

B. **Cohasset Fire Department Requests**

1) *Accept a Grant in the Amount of \$10,000 from the Itasca County COVID Relief Fund made Available through CARES Act to be used for Eligible Expenses;*

2) *Approve the Purchase of Rescue Equipment to be used at Tioga Recreation Area*

*(Approximately \$11,000 worth of equipment to be purchased with the CARES Act grant dollars)*

Fire Chief Davin Tinquist outlined the Cohasset Fire Department requests listed above. *A motion was made by Bartz/Flinck to approve Tinquist's requests to accept a grant in the amount of \$10,000 from Itasca County and to approve the purchase of approximately \$11,000 worth of equipment using the grant money. Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.*

C. **Appointment of 2020 Election Judges:** *A motion was made by Carlson/Flinck to approve the following 2020 Election Judges:*

Head Election Judge (\$16 per hour plus mileage & meals)

Dianne Payment

Jeanette Ritter

Election Judges (\$15 per hour plus mileage & meals)

Penny O'Brien

Margaret Maki

Leota Oberg

Norma Hill

Dorothy Sondergroth

Connie Bentson

Jan Leuhrs - COVID Public Health Judge (\$15 per hour plus mileage and meals)

***Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.*** Hagy thanked the Election Judges for serving and doing a good job.

**D. Approve Sell of Scrap Vehicles to Smith Recycling:** *A motion was made by Carlson/Flinck to sell the 2002 Ford F150, the 2006 Ford F150, and the 2007 Dodge Caravan to Smith Recycling for scrap. Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.* It was noted that these vehicles would normally be sold at the DNR auction but the auction will only be held online this year due to COVID and the vehicles cannot be sold outright as they were originally purchased through the State bid process.

**E. Approve Purchase & Install of New Motor in City Truck (2010 Ford F150):** *A motion was made by Carlson/Tabaka to purchase and install a new motor in the 2010 Ford F150. Motor and labor to be provided from Lake Woods of Grand Rapids, MN at a cost of \$5436.40. Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.* It was noted that the 2010 Ford F150 is in excellent condition other than the motor. Three bids were obtained and Lake Wood was the lowest and includes a three year unlimited warranty on parts and labor.

**F. Approve Halloween Drive-Through Treat Bag Give-Away:** *A motion was made by Flinck/Carlson to approve a drive through treat bag distribution at the Cohasset Community Center on Saturday, October 31, 2020 from 4-6:00 p.m. OR until the treat bags run out. Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.*

**G. Approve the Disbursement of COVID-19 Funding to Area Businesses and for the Purchase of City Equipment:** *A motion was made by Carlson/Flinck to approve using COVID-19 funding for the following:*

- \$90,000 to the Cohasset Economic Development Authority to disburse at their discretion to Cohasset businesses effected by COVID-19;
- \$2,194.60 for the purchase of a Track Barrow;
- \$5,933.10 for two disinfectant sprayers and chemicals for cleaning City facilities;
- \$47,433 for the purchase of a John Deere 35G Compact Excavator; and
- \$6,919.37 to Cascade Computers for updated equipment for Zoom meetings

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

**H. Approve the PUC Recommendation to Appoint Delbert Anderson to the Cohasset PUC:**  
*A motion was made by Bartz/Carlson to approve the PUC recommendation and appoint Delbert Anderson to the Cohasset PUC. Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.*

**I. Acknowledge Bill Boutwell's Resignation from the EDA:** *A motion was made by Carlson/Tabaka to acknowledge Bill Boutwell's resignation from the Cohasset EDA. Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.* Mayor Hagy thanked Boutwell for his many years of service to the EDA.

**J. Hire Steve Lavalier for Fire Hall Maintenance at the Current Fire Fighter Rate:** *A motion was made by Tabaka/Flinck to hire Steve Lavalier for five hours per week to maintain the Fire Hall at the current Fire Fighter rate. Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.* It was noted that Lavalier is a retired Fire Fighter and previously provided maintenance at the Fire Hall.

**K. Approve Max Peters Attendance at the MREJ Industrial Summit for a Panel Discussion Regarding Industrial Parks (Approval includes applicable per diem, mileage, and lodging):**  
*A motion was made by Carlson/Flinck to approve Max Peters attendance at the MREJ Industrial Summit including applicable per diem, mileage and lodging. Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.*

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

Dean Scherf reported there continues to be traffic issues at the Cohasset Elementary School at student pick up time but the situation is improving. Scherf is also working on efficient traffic flow for Halloween night for the drive through candy bag give-away.

**All matters listed under the 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 \$101,548.25
- B. Approve September 22, 2020 City Council Minutes
- C. Acknowledge September 14, 2020 PUC Minutes
- D. Acknowledge September 1, 2020 EDA Minutes
- E. Acknowledge September 2, 2020 PC Minutes
- F. Acknowledge Cemetery Deed for James & Patricia Davey
- G. Acknowledge Cemetery Deed for Katie Firman

*A motion was made by Tabaka/Flinck to approve the consent agenda and claims in the amount of \$101,548.25. Voting in favor: Hagy, Bartz, Carlson, Flinck, & Tabaka; Voting against: None; Absent: None. Motion carried.*

Mayor Hagy adjourned the meeting at 7:25 p.m.

Submitted by Deputy Clerk Karen Blair

Approved: