



**MINUTES
COHASSET CITY COUNCIL
305 NORTHWEST FIRST AVENUE
TUESDAY, NOVEMBER 26, 2019
7:00 P.M. REGULAR CITYCOUNCIL 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 Tim Carlson & Terry Bartz

Absent with Notice: Mary Flinck & Jason Tabaka

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

3. **Resident Input:** None

4. **Approve Agenda**

Additions: None

Deletions: None

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

4A. **2019 Itasca County Housing Study & Needs Analysis Speaker:** Steve Griesert presented the results of the study and was thanked for his time. For information on how to obtain a copy of the study or an executive summary of the study, contact Itasca County HRA at 218-326-7978.

5. **Administration**

A. **Pay Estimate No. 18 – Final for Phase II Industrial Park:** Bob Beaver, SEH Engineering presented pay estimate no. 18 – final for the completion of the Industrial Park Phase 2 Project. The pay estimate includes change order no. 11. The items in the pay estimate are as follows:

1. Aggregate surfacing for several locations where class five meets the bituminous road surface;
2. Four sanitary sewer and water services located near the Enbridge pipeline that were completed after the initial round of service construction and were never paid;
3. Casting assemblies for sanitary manholes that were installed after the base bituminous course & before the wear bituminous course;
4. Sign panels (street names & traffic signs);
5. Seeding and fiber matrix mulch – final seeding for disturbed areas and non-growth areas; and
6. Pavement marking – four inch double solid yellow.

Included in change order no. 11 is the final City purchased materials for the project. The City purchased materials reduces the project cost on the pay estimate. The City still pays for the materials, but just directly from the supplier.

Recommendation to Council is for approval of pay estimate no. 18 – final, including change order no. 11 to Hammerlund Construction for \$3,149,948.10.

A motion was made by Bartz/Carlson to approve pay estimate no. 18 final to Hammerlund Construction in the amount of \$3,149,948.10. Voting in favor: Bartz, Carlson, & Hagy; Voting against: None; Absent: Flinck & Tabaka. Motion carried.

B. League of Minnesota Cities Liability Coverage Waiver Form: *A motion was made by Carlson/Bartz to approve the League of Minnesota Cities Liability Coverage Waiver Form. Voting in favor: Bartz, Carlson, & Hagy; Voting against: None; Absent: Flinck & Tabaka. Motion carried.*

C. Recommendation from the Donation Committee: *A motion was made by Carlson/Bartz to approve the recommendation of the Donation Committee and donate \$1000 to the Zion Lutheran High School Youth Ministry for their assistance at the annual City of Cohasset Halloween party. Voting in favor: Bartz, Carlson, & Hagy; Voting against: None; Absent: Flinck & Tabaka. Motion carried.*

D. Tioga Recreation Trail Features (Marketing Videos) & Signage: *A motion was made by Bartz/Carlson to approve the following expenditures from the 410-Tioga Mountain Bike Fund budgeted and paid for by existing grant money:*

- \$10,000 – Marketing Videos – Pathfinder Trail Building; and
- \$25,000 – Trail Signage Design – be.Media House, LLC

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

E. Fire Officer Positions: A motion was requested to approve the following hires per recommendation from the Interview Panel for the Cohasset Fire Department:

- Lieutenant: Two year term beginning Jan. 1, 2020 – Dec. 31, 2021 with the pay rate of \$325 per month: **Josh Casper**
- Captain (two positions): Two year term beginning Jan. 1, 2020 – Dec. 31, 2021 with the pay rate of \$165 per month: **Joe Rabbers & Dave Myers**
- Safety Officer: Two year term beginning Jan. 1, 2020 – Dec. 31, 2021 with the pay rate of \$50 per month: **Kurt Werner**

A motion was made by Carlson/Bartz to approve the Fire Officer Positions as outlined above. Voting in favor: Bartz, Carlson, & Hagy; Voting against: None; Absent: Flinck & Tabaka. Motion carried.

F. MRWA Continuing Education Request: *A motion was made by Carlson/Bartz to approve MRWA Water O&M Training December 4, 2019 in Walker, MN for Jeremy Mallum, Jess Perrington, and Brady Thomsen.* It was noted that registration is free and approval includes mileage & applicable per diems. ***Voting in favor: Bartz, Carlson, & Hagy; Voting against: None; Absent: Flinck & Tabaka. Motion carried.***

G. Trail Grooming Hires: *A motion was made by Carlson/Bartz to approve the hire of Wallace Krook, Randy Cain, and Peter Gustafson for temporary part time/seasonal trail grooming positions at the rate of \$15 per hour. Voting in favor: Bartz, Carlson, & Hagy; Voting against: None; Absent: Flinck & Tabaka. Motion carried.* It was noted that the grooming is for the bike trails and cross country ski trails.

6. Miscellaneous Announcements, Reports and FYIs:

- The City of Cohasset Final Budget & Levy meeting will be held Tuesday, December 10, 2019 in conjunction with the Cohasset City Council Meeting scheduled for 7:00 p.m.
- The City of Cohasset Office and Shop will be closed Thursday & Friday, November 28 & 29, 2019 for the Thanksgiving Holiday
- Light the Night (December 5, 2019; 5-7:30 p.m.)

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 \$475,796.42

B. Approve the November 12, 2019 City Council Minutes

A motion was made by Bartz/Carlson to approve the consent agenda and claims in the amount of \$475,796.42. Voting in favor: Bartz, Carlson, & Hagy; Voting against: None; Absent: Flinck & Tabaka. Motion carried.

Mayor Hagy adjourned the meeting at 7:40 p.m.

Submitted by Deputy Clerk Karen Blair

Approved: December 10, 2019