



MINUTES
COHASSET CITY COUNCIL
305 NORTHWEST FIRST AVENUE
TUESDAY, DECEMBER 10, 2019
6:30 P.M. CITY COUNCIL WORK SESSION
7:00 P.M. REGULAR CITYCOUNCIL MEETING

6:30 p.m. City Council Work Session to discuss Fire Department Relief Association Benefit Increase Request: Mayor Greg Hagy called the City Council work session to order at 6:30 p.m. **Present:** Terry Bartz, Tim Carlson, Mary Flinck, Mayor Greg Hagy, Jason Tabaka, Finance Manager Max Peters; and Josh Casper and Joe Rabbers, Cohasset Fire Relief Association.

The Fire Department Relief Association requested an increase to the annual benefit level of \$100 per year of service. Currently, members are eligible for \$2700 per year at 20 years of service. If approved, the benefit level would go to \$2800 per year of service, fully eligible at 20 years of service. Peters pointed out that a \$200 increase was given last year the levy would have to be increased by \$150,000 in order to accommodate the Relief Fund request. After discussion, it was agreed to schedule a meeting at a future date to further discuss this item.

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, and Jason Tabaka

Absent with Notice: None

Non Officio Members: Finance Manager Max Peters, Zoning Officer Greg Tuttle, and City Attorney John Licke

3. **Resident Input:** None

4. **Approve Agenda**

Additions: None

Deletions: None

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

5. **Administration**

A. **Planning Commission Recommendation to Establish a Right-of-Way Ordinance:** Zoning Officer Greg Tuttle presented the request for a right-of-way ordinance. The ordinance would pertain to companies doing work in the right-of way (cable companies, etc.) It was noted that a public hearing is not required to pass the ordinance. After discussion and questions, *a motion*

was made by Tabaka/Bartz to approve the recommendation from the Planning Commission and approve the proposed Right-of-Way Ordinance with subdivision 3 amended from 60 to 90 days. Voting in favor: Bartz, Carlson, Flinck, Hagy & Tabaka; Voting against: None; Absent: None. Motion carried. Licke explained there is a pending application so a fee should be set. *Tabaka amended his motion to add an application fee of \$500 and an additional \$150 per year for any equipment in the right-of-way (light poles, underground cable, etc.). Motion carried.*

B. Planning Commission Recommendation to Appoint Harlow Zeppelin to Planning Commission to Fill the Unexpired Term of Steve Brown: *A motion was made by Bartz/Flinck to approve the Planning Commission recommendation and appoint Harlow Zeppelin to fill the unexpired term of Steve Brown. Voting in favor: Bartz, Carlson, Flinck, Hagy & Tabaka; Voting against: None; Absent: None. Motion carried.* The appointment will be effective immediately.

C. Recommendation from the Donation Committee: *A motion was made by Tabaka/Carlson to approve the recommendation of the Donation Committee and grant a fee waiver to the Grand Rapids Area Wrestling Association (GRAWA) for rental of the Community Center for a banquet on March 23, 2020. Voting in favor: Bartz, Carlson, Flinck, Hagy & Tabaka; Voting against: None; Absent: None. Motion carried*

D. Sand Creek Employee Assistance Program (EAP): Peters explained the EPA is a wellness program which is also utilized by Itasca County. There is a \$500 per year retainer and a \$160 hourly fee. *A motion was made by Bartz/Flinck to approve the Sand Creek Employee Assistance Program. Voting in favor: Bartz, Carlson, Flinck, Hagy & Tabaka; Voting against: None; Absent: None. Motion carried*

E. Resolution 2019-25 Adopting Final 2019 Tax Levy Collectible in 2020: *A motion was made by Bartz/Tabaka to approve Resolution 2019-25 adopting the final 2019 tax levy collectible in 2020. Voting in favor: Bartz, Carlson, Flinck, Hagy & Tabaka; Voting against: None; Absent: None. Motion carried. The levy is as follows:*

- General Fund: \$2,850,000;
- Economic Development Authority: \$100,000;

TOTAL TAX LEVY: \$2,950,000.

Peters noted that this is the third year in a row that the tax levy amount has not increased. 2020 tax bills have potentially increased for some Cohasset residents due to tax capacity decreases. The decreases are due to Boswell one and two coming off the tax rolls which is beyond the control of the City.

F. Resolution 2019-26 Adopting 2020 Final Budget for Cohasset, MN: *A motion was made by Carlson/Flinck to adopt Resolution 2019-26 adopting the 2020 final budget for the City of Cohasset, MN. Voting in favor: Bartz, Carlson, Flinck, Hagy & Tabaka; Voting against: None; Absent: None. Motion carried.*

G. Storage Office Remodel at Cohasset Community Center: Council approval was requested for an expenditure of up to \$19,000 to convert a storage closet into an office in the Community Center. After discussion, *a motion was made by Carlson/Tabaka to table this item and replace it on the agenda after some bids and an engineer's plan are obtained. Voting in favor: Bartz, Carlson, Flinck, Hagy & Tabaka; Voting against: None; Absent: None. Motion carried*

H. Reschedule/Cancel City Council Meeting Scheduled for December 24, 2019: *A motion was made by Tabaka/Flinck to reschedule the City Council meeting originally scheduled for Tuesday, December 24, 2019, to Monday, December 23, 2019. Voting in favor: Bartz, Carlson, Flinck, Hagy & Tabaka; Voting against: None; Absent: None. Motion carried*

6. Miscellaneous Announcements, Reports, & FYI's: The City Office and Shop will be closed Tuesday, December 24 and Wednesday, December 25 for the Christmas Holiday & Wed., Jan. 1, 2020 for the New Year's Day.

Councilor Terry Bartz suggested packing the snowmobile trails with the cross country groomer. After a brief discussion, it was agreed to work on the logistics.

Light the Night was a huge success and there was a great turnout. The City thanks all volunteers.

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 \$264,874.35
- B. Approve the November 26, 2019 City Council Minutes
- C. Acknowledge the November 4, 2019 PUC Minutes
- D. Acknowledge the November 5, 2019 EDA Minutes
- E. Acknowledge the Sep. 4 & 11 PC Minutes

A motion was made by Bartz/Carlson to approve the consent agenda and claims in the amount of \$264,874.35. Voting in favor: Bartz, Carlson, Flinck, Hagy & Tabaka; Voting against: None; Absent: None. Motion carried.

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

Submitted by Deputy Clerk Karen Blair
Approved: 12/23/2019