

**COOK CITY COUNCIL  
REGULAR MEETING MINUTES  
AUGUST 25, 2016 – COOK CITY HALL – 6 PM**

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**TIME AND PLACE:** A Regular Meeting of the Cook City Council was held at 6 PM on Thursday, August 25, 2016 at the Cook City Hall.

**CALL TO ORDER:** Mayor Harold Johnston called the meeting to order at 6 PM.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Mayor Harold Johnston.

**ATTENDANCE:** Present at roll call was Mayor Harold Johnston and City Councilors Jody Bixby, and Elizabeth Storm. Absent were City Councilors Karen Hollanitsch and Kim Brunner. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy-Clerk/Treasurer Stephanie Beaudry, Maintenance Supervisor Bud Ranta, The Timberjay, Cook News Herald, and guest Barb Bakker.

**ADDs/DELETEs:** Administrator Martinson read into the record the revisions to the original agenda.

**Add:** Library Report to Commission and Staff Reports, Purchase of Maintenance Garage to Maintenance Staff Report, and DNR Fire Grant to New Business.

**Move:** None

**PUBLIC FORUM:**

**Reed Erickson – Cook HRA**

Councilor Storm began the discussion by stating that the city reduced the HRA's PILOT payment for 2015 from 10% to 5%. Mr. Erickson stated that the HRA can't generate more revenues like a business would; they have a very limited budget. Having a large PILOT payment creates a hardship on the HRA. Mayor Johnston asked Mr. Erickson if there was any way he could reduce his administrative costs. Mr. Erickson said the HRA's administrative costs are not that large. Mayor Johnston asked if the HRA funding was so close to the wire, what is being done to relieve that. Mr. Erickson stated that they have obtained grants to help with repairs. Councilor Bixby asked Mr. Erickson what he was specifically asking for. Mr. Erickson stated that he would like the PILOT payment to remain at 5%. He also wanted to suggest the creation of a new cooperative agreement between the City of Cook and the Cook HRA, as the current agreement is outdated. In an effort to help the local HRA; the city could do the 5% for one more year.

Motion by Bixby, second by Storm to approve the PILOT payment to remain at 5% for the year 2016, payable in 2017. **MOTION CARRIED**

**JPJ Engineering—Project updates**

Motion by Storm, second by Bixby to approve passing Resolution 160825 to apply and accept IRRRB grant funds for the North River Street Bridge Project. **MOTION CARRIED**

**APPROVAL OF MINUTES:** See Consent Agenda.

**CONSENT AGENDA:** Motion by Storm, second by Bixby to approve the Consent Agenda.

**MOTION CARRIED**

- A. Approval/correction of the Regular Council Minutes of July 28, 2016
- B. Approval/correction of Planning & Zoning Minutes of July 28, 2016—Lindell/Smith Variance – Deck/Landing
- C. Bill Presentation
- D. Reporting of the July 2016 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2016	\$ 223,446.92	\$ 880,833.62
2015	<u>\$ 223,486.04</u>	<u>\$ 880,961.23</u>
	\$ -39.12	\$ -127.61

- E. Resolution – July 2016 Donations Designated
- F. Ambulance Service August 2016 Report

**COMMISSION AND STAFF REPORTS:**

**Maintenance**

The Wellhead Protection Committee met on August 18<sup>th</sup>. The Wellhead Protection Program is a plan approved in 2014 with the goal of protecting our drinking water. It is a 10-year plan and the committee meets at least once a year to make sure it is on track. The committee looks at 24 measures. Two examples of things that are looked at or discussed: tritium testing in 2017 and looking at the possibility of some new well caps. The committee will meet again in one year.

As discussed in the 5 PM Maintenance Budget Meeting, the city has negotiated a price with Richard Edblom to purchase his garage located at 405 W Vermilion Drive (parcel code no. 120-0060-00140) for \$85,000. Operating funds will be used to do so. This building allows space to add on, is centrally located and adjacent to the city’s sewage garage area. Motion by Bixby, second by Storm to purchase Richard Edblom’s maintenance garage for \$85,000. **MOTION CARRIED**

The Sanitary Survey Report for Cook Public Water System from the Minnesota Department of Health was received; there were no deficiencies noted.

Cook resident Tom Soderberg’s submitted a letter to the city council regarding a complaint about weeds along the fence line at the recreation area and this has already been taken care of. Councilor Storm reminded the public that if a citizen is unhappy with something such as weeds, the city would appreciate any volunteer time someone has to assist in this area.

Recommendation of a \$60 fee for disconnect (non-compliance fee) if a utility customer does not comply with the efforts to change out the old water meters for the new radio-read meter installation project. This process will be starting in September with letters being mailed. Motion by Storm, second by Bixby to adopt a \$60 non-compliance fee. **MOTION CARRIED**

**Library**

New carpet will be installed September 19<sup>th</sup> & 20<sup>th</sup>. On September 16<sup>th</sup> from 4-7 PM, the library will be hosting a Carpet Graffiti Fundraiser. It will be held at the library and will be a silent auction and art event.

**OLD BUSINESS:**

**Lake Vermilion Trail**

Councilor Storm stated that there is no update on the Lake Vermilion Trail.

**NEW BUSINESS:**

**Possible sale of land to St. Louis County**

Mayor Johnston stated that Mr. Jim Nyhus is interested in selling his Disability Specialists building to the county. The county is interested in the building but also interested in the city-owned 60 acres next to it. He stated that we lose a property tax paying business but no one else has been screaming to move into that area, as it was thought to be a possible business park. Mayor Johnston stated that he feels that we would be helping a local business and would be receiving water revenues from the county after they build a facility. Administrator Martinson stated that the county is asking other entities to be a part of what they are wanting to do. Councilor Storm reiterated that the city has not done anything with that city-owned land. The county provided a summary of benefits to the land being purchased by them as well as hurdles they encumbered with researching other properties in Cook. Motion by Storm, second by Bixby for the intent to sell the city-owned 60 acres next to Disability Specialists, conditional upon protecting the city’s investment. Mayor Johnston, Attorney Weir and Administrator Martinson are authorized to proceed with this sale on behalf of the city. **MOTION CARRIED**

**Temporary Family Health Care Dwellings of 2016 Opt Out Ordinance NO. 510**

This discussion was tabled from last month, Motion by Storm, second by Bixby to approve the creation of an ordinance allowing the City of Cook to opt out of the requirements of Minnesota statutes section 462-3593 (the Temporary Home Health Care Dwelling statute). Ordinance No. 510 is approved and attached to these minutes.

Voting Aye: Councilor Jody Bixby and Elizabeth Storm

Voting Nay: Mayor Johnston

Absent: Councilors Kim Brunner and Karen Hollanitsch

**MOTION CARRIED**

**Preliminary Budget & Property Tax Levy for Fiscal Year 2017 and adoption & setting date and time for Truth in Taxation hearing**

The preliminary levy increase for 2017 is 8% with a proposed levy of \$397,221.

2014 LEVY \$357,084 Final

2015 LEVY \$357,084 Final

2016 LEVY \$367,797 Final

Motion by Storm, second by Bixby to approve a preliminary levy increase of 8%. The proposed levy for 2017 is \$397,221. **MOTION CARRIED**

Motion by Bixby, second by Storm to approve the 2017 General Fund budget as follows:

PROPOSED REVENUES	\$517,403
PROPOSED EXPENSES	<u>\$541,819</u>
Deficit	\$(24,416)
AIRPORT DEFICIT	\$( 4,450)
GENERAL FUND	\$(24,416)
LEVY 8%	<u>\$ 29,924</u>
	\$ 1,058

**MOTION CARRIED**

The Truth in Taxation Public Hearing is held to discuss and approve the final budget and tax levy for 2017. The Council will discuss the amount of property taxes it is proposing to collect to pay for the costs of services the city will provide in 2017. The meeting will be held at 6 PM on December 22, 2016 (regular council meeting date) at the Cook City Hall.

Motion by Storm, second by Bixby to set the Truth in Taxation Public Hearing Date as December 22, 2016 at 6 PM at the Cook City Hall whereby the final adoption of the 2017 budget and levy will occur.

**MOTION CARRIED**

**MN Department of Agriculture – municipal tree sales**

The City received a letter from the MN Dept. of Agriculture stating that the city can buy and plant trees on any city-owned property without a nursery certificate. However, if the City plans on selling or giving away trees or other nursery stock to private property owners, it must obtain a nursery certificate.

**Election 2016**

Administrator Martinson reported that the mayoral seat and the two council seats are running unopposed.

**DNR Fire Grant**


Motion by Bixby, second by Storm to authorize the Mayor and Clerk to sign and accept Minnesota DNR Volunteer Fire Assistance matching grant up to \$5000 (50:50 match) to be used for fire equipment and gear.

**MOTION CARRIED**

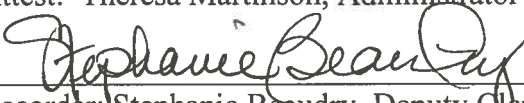
**COUNCIL FORUM:** None.

**ADJOURNMENT:** There being no further business brought before the Council, motion to adjourn at 6:45 PM was made by Councilor Storm and second by Councilor Bixby. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723

  
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Harold Johnston, Mayor

  
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Attest: Theresa Martinson, Administrator Clerk/Treasurer

  
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Recorder: Stephanie Beaudry, Deputy Clerk/Treasurer