

**COOK CITY COUNCIL
REGULAR MEETING MINUTES
AUGUST 24, 2017 – COOK CITY HALL – 6 PM**

TIME AND PLACE: A Regular Meeting of the Cook City Council was held at 6 PM on Thursday, August 24, 2017 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 Kim Brunner. Absent were City Councilors Karen Hollanitsch and Elizabeth Storm. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Stephanie Beaudry, Maintenance employee Tim Lilya, The Timberjay, and Cook News Herald.

ADDs/DELETES: None.

PUBLIC FORUM:

VFW – Early open

The VFW has requested an early serving time of 8 AM on Sunday, October 29, 2017, beyond the City Ordinance of 12 Noon. There is an NFL football game being broadcast from London which they would like to be open for. Motion by Brunner, second by Bixby to approve the early opening of 8 AM. **MOTION CARRIED**

JPJ Engineering—Project updates

Nothing new to report here apart from the fact that the county plans to bid the bridge project out in the fall of this year with construction planned for the spring.

APPROVAL OF MINUTES: See Consent Agenda.

CONSENT AGENDA: Motion by Brunner, second by Bixby to approve the Consent Agenda.
MOTION CARRIED

- A. Approval/correction of the Regular Council Minutes of July 27, 2017
- B. Approval/correction of Special Council Minutes of August 3, 2017 – Maintenance Dept. hire
- C. Bill Presentation
- D. Ambulance Service August 2017 Report
- E. Reporting of the July 2017 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2017	\$ 230,960.83	\$ 886,943.17
2016	\$ 223,446.92	\$ 880,833.62
	\$ 7,513.91	\$ 6,109.55

- F. Resolution – July 2017 Donations Designated

COMMISSION AND STAFF REPORTS:

Airport

There is a bad conduit running from the airport building to the fuel station. The City has asked for a grant from the state to repair this issue. We are working with the new owner of Reichel Electric to get it repaired. The cost will be around \$8018.00. Looking toward the future, a new tank replacement will be around \$100,000-\$150,000. City seeking approval of state grant amendment #1028067; total project costs \$15,676.89/city's portion \$6,270.76 (40%).

We also need to approve the Maintenance & Operations Grant for fiscal years 2018 and 2019. This is something which the city uses every year; we submit select airport expenses and receive 75% reimbursement up to our grant's cap amount. Resolution – State of Minnesota contract number 1028899 not to exceed \$26,593 each year of 2018 & 2019; total contract \$53,186.00.

Finally, approval for the Airport parking lot and entrance road rehabilitation grant is needed. It was noted that the county did chip seal part of the entrance road. The city will work with the engineer regarding ownership of the road and the planned improvements since this recent work was done. Resolution – State of Minnesota Agreement No. 1029229; total project costs of \$27,900. Federal AIP 3-27-0157-10-17/SP 6917-40.

Motion by Bixby, second by Brunner to approve all three of the aforementioned grants and authorize the Mayor and Clerk to sign all necessary documentation. **MOTION CARRIED**

Ambulance

Ambulance staff member Danny Reing requested that the City sponsor his EMT class. The City would pay 75% of the cost and he would be responsible for 25%. He would also commit to 24/hours a month on call for a year, after class is complete and all licensing has been received. Motion by Brunner, second by Bixby to sponsor Danny Reing's EMT class. **MOTION CARRIED**

2017 City Bow Hunt

Twenty-nine people signed up for the hunt; twenty-five people were selected through a lottery process for the hunt. The orientation will take place at 6:30 PM on September 6, 2017, at the Cook Community Center.

Broadband Steering Committee

There is a new Smart TV at the library, the library hotspots are in, and the training schedule is being worked on. The next committee meeting is August 24, 2017, at 6 PM.

Lake Vermilion Trail. Nothing new to report.

Last Chance Liquor

Recommendation to approve the hiring of Chris Annen beginning 8/16/17 as a clerk/stocker at a starting rate of \$10.56/hour. Motion by Brunner, second by Bixby to approve the hiring of Chris Annen at \$10.56/hr.

MOTION CARRIED

Maintenance

Welcome new maintenance employee Tim Lilya! We have a sick time payout upon separation request from Bud Ranta. Administrator Martinson stated that sick time payout is not normal practice but Bud has worked for the City for nearly 30 years; it has been a career for him, not just a job. Recommendation to pay out 50% of Ranta's remaining sick time upon separation. As of 8/24/17, Ranta has 408 hours of sick time banked.

Motion by Brunner, second by Bixby to pay out 50% of banked sick time hours upon separation for Bud Ranta.
MOTION CARRIED

OLD BUSINESS: None

NEW BUSINESS:

City – HRA Commercial Rehabilitation Project

This is through CDBG and would basically be for exterior improvements. Reed Erickson would take care of the administrative side and the City would take care of the accounting side of the grant. General approval is needed from the council to move forward with this; we need to reach out to our local businesses to see if there is any interest in the project. Motion by Brunner, second by Bixby to begin moving forward with this project, collaborating with the Cook HRA and authorizing the use of the \$6,000 economic development budget.

MOTION CARRIED

St. Louis County Comprehensive Land Use Plan

St. Louis County is preparing a comprehensive land use plan for all areas of county zoning jurisdiction. They will be holding a series of public workshops at various locations throughout the county. We should consider future discussion about what this means for the city.

Preliminary Budget & Property Tax Levy for Fiscal Year 2018 and adoption & setting date and time for Truth in Taxation hearing

The preliminary levy increase for 2018 is 8% with a proposed levy increase of \$409,137.

2015 LEVY \$357,084 Final
2016 LEVY \$367,797 Final
2017 LEVY \$378,831 Final

The 2018 General Fund budget is as follows:

PROPOSED REVENUES	\$537,111
PROPOSED EXPENSES	<u>\$557,814</u>
Deficit	\$(20,703)
AIRPORT DEFICIT	\$(2,500)
GENERAL FUND	\$(20,703)
LEVY 8%	<u>\$ 30,306</u>
	\$ 7,103

Motion by Brunner, second by Bixby to approve a preliminary levy increase of 8% and to approve the 2018 General Fund budget. **MOTION CARRIED**

The Truth in Taxation Public Hearing is held to discuss and approve the final budget and tax levy for 2018. 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 2018. The meeting will be held at 6 PM on December 28, 2017 (regular council meeting date) at the Cook City Hall.

Motion by Brunner, second by Bixby to set the Truth in Taxation Public Hearing Date as December 28, 2017 at 6 PM at the Cook City Hall whereby the final adoption of the 2018 budget and levy will occur.

MOTION CARRIED


COUNCIL FORUM:

The Farmer's Market is open until the end of September. There is one Music in the Park on August 30th. The Peace Pole will be installed this October.

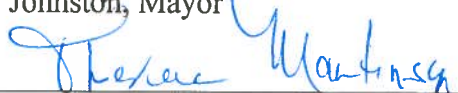
ADJOURNMENT:

There being no further business brought before the Council, motion to adjourn at 6:15 PM was made by Councilor Brunner and second by Councilor Bixby. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723



Harold Johnston, Mayor



Attest: Theresa Martinson, Administrator Clerk/Treasurer



Recorder: Stephanie Beaudry, Deputy Clerk/Treasurer