

**COOK CITY COUNCIL
REGULAR MEETING MINUTES
AUGUST 30, 2018 – COOK CITY HALL – 3 PM**

TIME AND PLACE: A Regular Meeting of the Cook City Council was held at 3 PM on Thursday, August 30, 2018 at the Cook City Hall.

CALL TO ORDER: Mayor Harold Johnston called the meeting to order at 3 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, Kim Brunner, and Elizabeth Storm. Absent was City Councilor Karen Hollanitsch. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Stephanie Beaudry, Maintenance employee Tim Lilya, City Engineer John Jamnick of JPJ Engineering, Cook firefighter Shane Johnson, Cook librarian Crystal Phillips, Cook resident Shirley Lange, St. Louis County Sheriff Deputy John Barrett, The Timberjay, and Cook News Herald.

ADDs/DELETES: None

PUBLIC FORUM:

Planning & Zoning – Lange variance request

At the July council meeting this issue was put on hold due to the council wanting more information from the Langes. The Langes did bring in a letter explaining what they are going to do. Mrs. Lange stated that she did not understand the drainage concern. Administrator Martinson added that the city does not have building codes. City Engineer John Jamnick reiterated that the neighbor is concerned about the direction the water is going to travel off of the roof. Lange stated that the roof is sloped to go into the street. There was never been an issue with drainage. Councilor Storm asked if the Langes would be adding cement. Lange stated no. Councilor Brunner asked if the garage was a pole building. Lange stated yes. Lange went on to state that this issue has dragged on for two months. They have decided to build their storage garage on their son's property out of town because it would add value to his land; it would not add value to their land in town. Motion by Storm, second by Brunner to recognize the Lange's withdrawal of their variance request. **MOTION CARRIED**

Fire Dept. – Fire truck sale, turnout gear, First Net

Administrator Martinson shared that Jeff Annen has made an offer of \$500 for the old fire truck sitting in Station 3. Motion by Bixby, second by Brunner to accept the \$500 off by Jeff Annen for the old fire truck at Station 3. **MOTION CARRIED** Cook firefighter, Shane Johnson, spoke to the council about some requests for the fire department. First, Johnson stated that the fire department has six sets of outdated turnout gear. They also have two outdated helmets and two outdated sets of boots. The fire department is concerned about the issue of liability and protection of the volunteers. Johnson has researched prices and found the following gear at an approximate total cost of \$11,790:

\$10,500 for six sets of turnout gear (\$1750 per set)
\$ 500 for two helmets
\$ 400 for two sets of boots
\$ 390 for six sets of helmet lights ((\$65 per set)

Councilor Storm asked what turnout gear is made out of. Johnson stated that it is made from multiple materials, but the fire retardant weakens over time. Council Brunner asked what is done with the old turnout gear. Johnson stated that it must be thrown away. It cannot be stored in the fire hall because it will continue to be a liability during inspections. Motion by Storm, second by Brunner to approve the aforementioned purchase at the costs listed. **MOTION CARRIED**

Next, Johnson shared some information with the Council regarding FirstNet, which is a nationwide broadband network dedicated to first responders. Johnson is proposing that the City pay 50% of the monthly cost for each active firefighter to have a FirstNet phone, if they so choose; it will not be a requirement. Having FirstNet would allow better communication for the firefighters. The pagers which the service currently has are outdated. It is a possibility that FirstNet may be mandated in the future, so if our firefighters obtain them now, we would be ahead of the game. The firefighters would pay for their own phones, as they would be used for personal calls as well. Councilor Brunner asked if it is FirstNet that sells the phones. Johnson stated that the department could get a deal for \$100 per phone if they purchase the phones from FirstNet in a bundle. Administrator Martinson added that the City would have to look into the best way to reimburse the firefighters or pay the City share of the bills. Johnson stated that with FirstNet the emergency responders would have first use of the phone networks so they would not get bumped off. Also, on FirstNet everyone on the system is pinged, so each department member will know where each other is at. He also stated that there are 16-18 active firefighters currently on the service; this would be a great perk for them. Administrator Martinson asked the council to consider three things: 1) that the City write up a policy for phone reimbursement, 2) that only active firefighters would be offered this deal, and 3) that the city pay 50%, up to \$50 per firefighter, which can be renegotiated if FirstNet rates rise in the future. Councilor Bixby asked if there were other services in the area that use FirstNet. Johnson stated that the Cook Ambulance will be using it and he believed Virginia may be getting in the future. He thought there were some departments around the Duluth area using it. Motion by Storm, second by Bixby to approve the paying of 50% of FirstNet subscriptions for firefighters contingent upon the creation of a reimbursement policy, the deal is offered to active firefighters only, and the City would pay a max of \$50/month per firefighter with the cost being renegotiable if costs rise. **MOTION CARRIED**

JPJ Engineering—Project updates

North River Street Bridge – Erickson Engineering invoice #12644 in the amount of \$427, Erickson Engineering invoice #12720 in the amount of \$14521, and JPJ Engineering invoice #11 in the amount of \$12,922.85 all need approval. Motion by Storm, second by Bixby to approve the aforementioned invoices. **MOTION CARRIED** Administrator Martinson asked Jamnick how the bridge work is going. Jamnick shared that it seems to be going well; it is scheduled to be finished at the end of October. The construction crew has done their best to work with the Cook Building Center regarding access. The pavement at the start right before the bridge will eventually be replaced. Martinson shared that the council needs to discuss bridge styles and colors. Various pictures of examples were shared. Motion by Storm, second by Brunner to go with the multicolor stones and the dark gray finish. **MOTION CARRIED** Administrator Martinson asked what can be done with the Vermilion Drive lighting. We had hoped to work with the county as a more complex project and repair them this year, but that probably won't happen. As a temporary solution, we can remove them and save them for possible use in the future at different locations. Councilor Storm stated that she would like to see them saved. Motion by Brunner, second by Bixby to have the maintenance department work with a contractor and an electrician to have the five lights removed at a cost not to exceed \$5,000. **MOTION CARRIED**

Library Waypath and Patio – Jamnick shared that nothing is going to be done with the street in front of the library. Regarding the current ramp at the library, Jamnick said that there is a small retaining wall. The patio will have to be dug down just a little bit. Administrator Martinson stated that she and Librarian Phillips discussed the idea of two of the concrete pads being moved to the walkway.

Mayor Johnston is concerned about the amount of concrete. Martinson agreed but there does have to be seating and wheelchair accessibility; eventually trees will be put in. Councilor Storm shared that a moose sculpture will eventually be a part of the project as well. Three bids were received for this project with the lowest bid received from Northland Excavating LLC in the amount of \$44,401.15. Motion by Brunner, second by Bixby to accept the Northland Excavating bid for \$44,401.15. **MOTION CARRIED**

Jamnack asked if the pergola for the project has been ordered. Librarian Phillips stated that it has not. Jamnick mentioned to the council that they really need to think about making the library entrance handicapped accessible. This might be able to be done with a CDBG grant. Motion by Storm, second by Brunner to approve preliminary application to CDBG. **MOTION CARRIED**

Tony's Construction punch list – Administrator Martinson asked Jamnick how much we have left from the project. Jamnick stated \$7300.00. Martinson asked if we could just hire someone to finish the work. Jamnick stated that could definitely be done. Motion by Brunner, second by Bixby to hire someone to finish the sidewalk work, deducting from the retainer. **MOTION CARRIED**

APPROVAL OF MINUTES: See Consent Agenda.

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

- A. Approval/correction of the Regular Council Minutes of July 31, 2018
- B. Bill Presentation
- C. Fire Dept. August 2018 Report
- D. Reporting of the July 2018 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2018	\$ 205,429.99	\$ 863,712.59
2017	\$ 230,960.83	\$ 886,943.17
	\$ - 25,530.84	\$ -23,230.58

- E. Resolution – July 2018 Donations Designated

COMMISSION AND STAFF REPORTS:

Airport

Airport Access Road project – The road is already milled and the first layer of pavement is down. This project has been moving along smoothly and we will get some money from St. Louis County to help with costs.

Broadband

The Grizzlies broadband group met its goals from the first round. Librarian Crystal Phillips shared that there is money for a feasibility study/survey. Phillips stated that she told the broadband group the City would support the study but wouldn't take on the responsibility of the survey on itself.

Lake Vermilion Trail

Nothing new to report; any information regarding the Trail is in the council packet.

Last Chance Liquor

The City would like to pass a resolution to oppose the concept of allowing strong beer, spirits, and wine to be sold, for off premise consumption, at any outlet other than the Cook municipal liquor store, as this was introduced in the last legislative session and is expected to be introduced again next year. Motion by Brunner, second by Storm to pass the aforementioned resolution. **MOTION CARRIED**

Library

Certification of Minimum local support requirement for 2019 letter is in the council packet. This is a letter which the Cook Library receives annually.

OLD BUSINESS: None

NEW BUSINESS:

Old Muni Licensing

Old Muni owner, Jack Luecken, is selling to Derek & Steven Udovich. They have not turned in their completed application in to the City yet. Motion by Bixby, second by Brunner to approve application by Derek and Steven Udovich, contingent upon all fees paid, all licensing paperwork/documentation turned in, and City attorney approval. **MOTION CARRIED**

Preliminary Budget & Property Tax Levy for Fiscal Year 2019 and adoption & setting date and time for Truth in Taxation hearing

The preliminary levy increase for 2019 is 5% with a proposed levy increase of \$409,706.

- 2016 LEVY \$367,797 Final
- 2017 LEVY \$378,831 Final
- 2018 LEVY \$390,196 Final

The 2019 preliminary General Fund budget is as follows:

PROPOSED REVENUES	\$550,566
PROPOSED EXPENSES	<u>\$564,279</u>
Deficit	\$(13,713)
AIRPORT DEFICIT	\$(2,612)
GENERAL FUND	\$(13,713)
LEVY 5%	<u>\$ 19,510</u>
	\$ 3,185

Motion by Storm, second by Brunner to approve a preliminary levy increase of 5% and to approve the 2019 General Fund budget. **MOTION CARRIED**

The Truth in Taxation Public Hearing is held to discuss and approve the final budget and tax levy for 2019. 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 2019. The meeting will be held at 6 PM on December 27, 2018 (regular council meeting date) at the Cook City Hall.

Motion by Storm, second by Brunner to set the Truth in Taxation Public Hearing Date as December 27, 2018 at 6 PM at the Cook City Hall whereby the final adoption of the 2019 budget and levy will occur.

MOTION CARRIED

COUNCIL FORUM:

Administrator Martinson reminded everyone to continue to support the Farmer's Market. The City received a thank you card from Youth Baseball for helping and supporting them during their 2018 summer season.

ADJOURNMENT:

There being no further business brought before the Council, motion to adjourn at 3:55 PM was made by Councilor Storm and second by Councilor Brunner. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723



Harold Johnston, Mayor



Attest: Theresa Martinson, Administrator Clerk/Treasurer



Recorder: Stephanie Beaudry, Deputy Clerk/Treasurer