

**MINUTES
REGULAR MEETING
COOK CITY COUNCIL
MARCH 22, 2007 – 6 PM – CITY HALL**

PRESENT: Mayor Dick Edblom, Councilors David Danz, Karen Hollanitsch, Dan Manick and Elizabeth Storm
ABSENT: None
OTHERS PRESENT: Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Lynda Hanninen, Jon Minne – RLK Kuusisto Engineers, The Timberjays, Cook News Herald and John Todae

Mayor Dick Edblom called the meeting to order at 6:01 PM.

Jon Minne, RLK Kuusisto Engineers recommended approval of the Engineering Report and approval for submitting funding applications for the water tower replacement project.

Discussion was held regarding the proposed water storage tank. John Todae questioned why the current water storage tank is not being restored. Councilor Manick replied that the current water storage tank does not meet the requirements for water usage in the City of Cook. Mr. Todae questioned if fluoride treatment will be used in the proposed water tank. Jon Minne stated that fluoride treatment is required by the Minnesota Health Department and is also a requirement to apply for government funding.

John Todae commented that he would like to provide literature to the Council regarding fluoride treatment.

Motion by Storm, second by Danz to approve the Engineering Report and to authorize Administrator Martinson and Jon Minne – RLK Kuusisto Engineers to complete and submit funding applications for the water tower replacement project and also to authorize Mayor Edblom and Administrator Martinson to sign funding applications. **MOTION CARRIED**

Motion by Hollanitsch, second by Manick to accept the Consent Agenda as follows:

- A. Approval/correction of Regular Council Minutes of February 22, 2007
- B. Acceptance of the February Police Department Report
- C. Reporting of the February Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2007	\$64,151.60	\$128,279.23
2006	<u>\$60,093.49</u>	<u>\$120,460.81</u>
(+/-)	\$ 4,058.11	\$ 7,818.42

- D. Bill Presentation
 - Paid since last presentation \$36,548.21
 - Presented for payment \$86,978.22
- E. Highway 1 Update

MOTION CARRIED

Administrator Martinson presented bids for carpeting the apartment in the Airport Arrival/Departure building. Replacing the carpet was included in the 2007 Operating Budget. The City purchased materials for the apartment to be painted and the renters did the labor. Spaces Off Main has the low bid of \$808.00 which includes installation and tear up.

Councilor Manick questioned if the maintenance department could tear up the carpeting. Administrator Martinson replied that it is not known what is underneath the carpet and in consideration to the renters, the work should be done by a professional.

Motion by Hollanitsch, second by Storm to accept the bid of \$808.00 from Spaces Off Main for carpeting the apartment in the Airport Arrival/Departure building.

Aye: Mayor Edblom, Councilors Danz, Hollanitsch and Storm

Nay: Councilor Manick

MOTION CARRIED

Administrator Martinson stated to the Council the Airport Commission is requesting the City to move ahead with the tree obstruction removal. The tree removal has been submitted to the FAA as part of the first \$150,000 grant allocation. Airport Operator Ernie Seppala is working with the Federal Forestry to get information regarding the trees to determine whether it would be beneficial to the City to have a logger remove the trees.

Administrator Martinson reminded the Council that approval needs to be given to proceed with engineering bids requesting qualifications as part of the consultant selection process to obtain federal funding.

Motion by Storm, second by Hollanitsch to approve proceeding with engineering bids requesting qualifications as part of the consultant selection process.

MOTION CARRIED

The airport symposium will be held on April 11 – 13, 2007. Councilor Hollanitsch stated that it was recommended by the Airport Commission that a Council Member attend this symposium to gain knowledge regarding safety issues at the airport.

Motion by Danz, second by Storm to allow up to three people to attend the airport symposium April 11 – 13, 2007. **MOTION CARRIED**

Councilor Manick questioned what was happening with the telephone lines at the airport regarding the Gasboy fuel system.

Councilor Hollanitsch stated that there was a problem with the telephone line that is used to retrieve fuel sales from the Gasboy system. It has been repaired and is now in working order again.

Discussion was held regarding a quote received from Diamond Mowers for a piece of equipment for the airport. Mayor Edblom questioned whether NPIAS funds could be used to purchase this piece of equipment. Administrator Martinson stated that grant money needs to be secured before any purchase can be made.

Mayor Edblom updated the Council regarding Parks and Recreation. A 5K or 10K marathon and a pasty sale are planned for fundraising. Chris Ismil is pursuing possible money from Iron Range Resources.

Mayor Edblom commented that response to Zach Manick working at the recreation center has been excellent. The public comment on the ice made by John Mankus at the recreation center was also excellent.

Administrator Martinson stated that she wants to thank the First Congregational Church for their \$5,000.00 donation to the library and \$10,000.00 donation to the ambulance service. The Church specified that the donation was given to the ambulance department with the understanding that the current EMT staff and first responders have the decision making power. Administrator Martinson explained to Ambulance Director Penny Buckingham that the Council has final spending powers; however, the Council would take into consideration their suggestions/requests. A letter will be sent to the First Congregational Church Board in care of Margaret Rinne on behalf of the City of Cook to thank them for the donations given to the ambulance service, parks and recreation and the library.

The Arrowhead Library System has requested the Cook City Council adopt a Resolution encouraging the Minnesota Legislature to increase the State appropriation known as Regional Library Basic System Support.

Motion by Storm, second by Hollanitsch to adopt a Resolution encouraging the Minnesota Legislature to increase the State appropriation known as Regional Library Basic System Support. **MOTION CARRIED**

Administrator Martinson presented the billing invoice received from the Cook News Herald and The Timberjay for publishing the Public Hearing Notice for the elevated water storage tank. The Cook News Herald did a legal publication totaling \$22.50. The Timberjay did a display ad totaling \$17.10. The Timberjay has the lowest bid. Councilor Manick questioned if we take circulation of the newspaper into consideration. The City has guidelines that need to be followed regarding bids and circulation is not considered. If there is an item or a piece of equipment up for bid for any department, as well as any additional advertising needed, it is advertised in both the Cook News Herald and The Timberjay. The Council had previously decided to publish only what is required in the legal newspaper for the City.

Motion by Manick, second by Danz to accept The Timberjay as the official newspaper for 2007 for the City of Cook. **MOTION CARRIED**

Administrator Martinson stated that approval needs to be given to authorize execution of the St. Louis County Development Block Grant agreement of \$20,000 for City Hall renovations to become ADA compliant. This project will provide public access to City Hall and bathroom in compliance with federal ADA requirements. The City received \$10,624.30 from the State of Minnesota which needs to be used by June 15, 2007. The City of Cook did commit to \$3500.00 of its own funding. Administrator Martinson would like the authority to proceed with Architectural Resources to complete drawings, specs and contracts.

Motion by Danz, second by Storm to approve execution of the Agreement between St. Louis County and the City of Cook for a Community Development Block Grant that will not exceed \$20,000. This project provides public access to the City Hall/Community Center and bathroom in compliance with federal ADA requirements to include replacement of existing sidewalks and stoops, and installation of new accessible exterior doors with automatic power, hardware and threshold. The restroom will be upgraded to include accessible entry, sink, and both horizontal and vertical grab bars. The Mayor and City Administrator are authorized to sign said agreement on behalf of the City of Cook.

MOTION CARRIED

The City of Tower has requested the Council to write a letter of support for their harbor project. A copy of a support letter was provided. Councilor Storm recommended writing a simple letter of support excluding the verbiage regarding the Hwy 1 Corridor Economic Development Work Group. Councilor Manick stated that he feels uninformed regarding the harbor project in the City of Tower. Councilor Hollanitsch stated that when seeking grant money it may be a requirement to ask others for support letters. Councilor Danz stated that he is not fully aware of the harbor project in Tower but does support their efforts to better their community. He is in support of sending a letter if the letter is basic.

Motion by Hollanitsch, second by Storm to send a basic letter of support for the City of Tower's harbor project.

Aye: Mayor Edblom, Councilors Danz, Hollanitsch and Storm

Abstained: Councilor Manick

MOTION CARRIED

Councilor Danz commented that he will be providing Administrator Martinson information on greenhouse gases before the next Council meeting to be discussed.

Councilor Storm stated that she would like to remind people in the community to please pick up after their dogs. She stated that people walk their dogs so that their dogs can relieve themselves but do not clean up after them. There is an Ordinance in the City of Cook stating that cats and dogs need to be registered and need to be leashed at all times.

Councilor Hollanitsch commented regarding water issues. She stated that residents are concerned about not having flow rates measured correctly and feel that their water usage is incorrect.

Administrator Martinson stated that LABCo, Inc. has provided leak testers for toilets and that these are available to the residents. A handout regarding “Simple Steps to Save Water” was sent in the utility billing for usage from February 8 – March 6, 2007.

Councilor Hollanitsch commented that we need to be supportive of residents and be available to answer their questions.

Administrator Martinson stated that the water rates are based on the City’s operational system and debt load. She stated that the City of Cook has been commended by funding agencies regarding the water rates and have been told that the rates are responsible.

Councilor Storm stated that the City had been told by auditors in the past that the previous water rates were not paying for the system.

Councilor Manick expressed his displeasure with a storm drain maintenance situation in front of the First National Bank. He indicated bank employees were attempting to unplug the drain. He stated that the City maintenance truck was parked in front of the Montana Café at the time. Councilor Manick had called City Hall from the First National Bank and stated that the drains at the intersection were plugged and requested that someone from the City take care of the problem. He stated that he later returned to the bank to check the drain to see if the problem had been taken care of. He expressed that he felt that the salt that had been put down was a minimal effort to unplug the drain.

Administrator Martinson stated that Councilor Manick is welcome in her office at any time to discuss any concerns or issues. Maintenance Supervisor Bud Ranta was working on a frozen water line that day. The maintenance worker applied salt to the drain and was not aware of the location of all of the drains as this is not a primary job responsibility for the maintenance worker position. The steamer was not available to the City that day.

Mayor Edblom spoke with St. Louis County regarding safety concerns and the lighting situation in the City of Cook. He requested that the streetlights be in working order or temporary lighting be installed.

Administrator Martinson stated that Lee Phillips requested a temporary liquor license for the Chamber of Commerce during Timberdays.

Motion by Manick, second by Danz to grant a temporary liquor license to the Chamber of Commerce during Timberdays once insurance and all other requirements are met.

MOTION CARRIED

Administrator Martinson met with Police Chief Al Hietala regarding closing River Street during Timberdays. Parks and Recreation have requested closing River Street on Saturday for a children’s race. Al Hietala expressed his concern about closing the entire street on Saturday due to safety concerns. River Street will be closed on Sunday for the parade. Councilor Hollanitsch questioned the legalities regarding the race.

Motion by Hollanitsch, second by Storm to close the block of River Street in front of City Hall on Saturday for the children's race. **MOTION CARRIED**

Motion by Manick, second by Hollanitsch to adjourn the meeting at 7:15 PM.

Respectfully submitted,

Lynda Hanninen
Deputy Clerk/Treasurer