

**COOK CITY COUNCIL
REGULAR MEETING MINUTES
JANUARY 22, 2015 – COOK CITY HALL – 6 PM**

TIME AND PLACE: A Regular Meeting of the Cook City Council was held at 6 PM on Thursday, January 22, 2015 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, Kim Brunner, Karen Hollanitsch and Elizabeth Storm. Absent were none. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Cindy Palm, Recreation Committee Secretary Tammy Palmer, The Timberjay and Cook News Herald.

ADDs/DELETES: Mayor Harold Johnston read into the record the revisions to the original agenda.

Add: Recreation Committee Secretary Tammy Palmer – IRRRB grant opportunity and skating rink and building update

Move: None

OATH OF OFFICE: Mayor Harold Johnston and Councilors Jody Bixby and Kim Brunner were sworn in under Oath of Office for newly elected council terms.

PUBLIC FORUM:

JPJ Engineering Project Updates

None

Newspaper Bids – Legal Newspaper Appointed

Legal newspaper bids were accepted from the Cook News Herald and The Timberjay. Both papers were notified to print a legal notice in the standard legal format of their respective newspapers. The invoice from the Cook News Herald was noted as the lesser amount at \$1.38 (Timberjay \$1.56). Cook News Herald bid amounts were display ad rate at \$8.00/column inch and legal rate at \$1.10/column inch. The Timberjay bid amount was \$2.99/column inch for display ad rate and \$.89/column inch for legal ad rate. Both newspapers are utilized and appreciated by the City of Cook.

Attorney Mark Weir has reviewed the Minnesota State Statutes for legal newspaper requirements. After reviewing the process the city used, he believes the city is using due diligence in selecting a legal newspaper.

Motion by Storm, second by Brunner to accept the low bid from Cook News Herald at \$8.00 per column inch-display ad rate and \$1.10 per column inch-legal rate and appoint Cook News Herald as the City of Cook's legal newspaper for 2015. **MOTION CARRIED**

Recreation Committee – Secretary Tammy Palmer

Tammy Palmer shared an opportunity to apply for IRRRB funding for \$50,000 to utilize in construction of the community center. These funds would flow through the city but not jeopardize any city funding opportunities.

She has drafted a letter to be submitted to Representative David Dill and Senator Tom Bakk detailing what the funds would be used for and is asking the council to approve a Resolution to authorize the City of Cook to make application to and accept funds from the IRRRB and/or legislative funding for the Cook Community Center Project.

Motion by Hollanitsch, second by Storm to authorize Resolution 150122 to make application to and accept funds from the IRRRB and/or legislative funding for the Cook Community Center Project.

MOTION CARRIED

The skating rink has been flooded by John Mankus and is being utilized with positive feedback. The Cook Volunteer Fire Department has provided assistance with lending hoses and nozzles for the project. Mark Musakka has volunteered to assist with snow removal.

The building project is moving along with the plumbing inspection and duct work to be finalized by the end of January. Once these two major projects are completed the remainder of the project should move along quickly.

APPROVAL OF MINUTES: See Consent Agenda.

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

MOTION CARRIED

- A. Approval/correction of the Regular Council Minutes of December 18, 2014
- B. Approval/correction of Special Council Minutes of December 18, 2014 – Truth in Taxation Public Hearing

C. Bill Presentation	Paid since last presentation	\$ 87,108.83
	Presented for payment	\$ 27,460.15

D. Reporting of the December 2014 Liquor Store Sales		
	<u>MTD</u>	<u>YTD</u>
2014	\$ 99,239.15	\$1,493,793.68
2013	<u>\$ 99,499.42</u>	<u>\$1,511,834.88</u>
	\$ 260.27	\$ (18,041.20)

- E. Resolution – December 2014 Donations Designated
- F. Ambulance Service Report
- G. 2015 Appointments
- H. 2015 Journal of City Council, Commission, Committee and Board Meetings
- I. Administrator Martinson Attendance at MCFOA Conference

COMMISSION AND STAFF REPORTS:

Library

The Library Board reviewed revised policies and bylaws for the Library and would recommend approval to the council. They also recommend the purchase of a new lighted open sign, two chairs for the juvenile/young adult area and a diaper changing station for the restroom. The Board also recommends appointing Eric Trip (City of Cook resident) to the Library Board.

Motion by Storm, second by Brunner to accept revised policies and bylaws, the purchase of a new lighted open sign, two chairs for the juvenile/young adult area, a diaper changing station for the restroom, and appointing Eric Trip to the Library Board. **MOTION CARRIED**

Librarian Crystal Phillips also provided a new communication tool through the online E-Newsletter. The Friday morning children's reading program recently had good attendance with 12 youngsters. Funding will be researched to add more to programs.

Liquor Store

Manager Deb Lindgren and Administrator Martinson reviewed the 2013 State Auditor's Report for Municipal Liquor Stores. The City of Cook ranks positive with 58 of 205 for Gross Sales and 40 of 205 for Net Profit/(Loss).

Store improvements were also discussed as local shopping has reduced to large commercial stores new to the Range area. Exterior upgrades will be considered for 2015. Manager Lindgren commented on the current positive and professional staff at the liquor store.

Recreation

Administrator Martinson provided the advertisement for the Open Skating Rink for the season.

Safety

Administrator Martinson provided the 2015 Safety Training Schedule for Vermilion RSG which includes Ely, Babbitt, Breitung, Tower, Winton and Cook. City employees are required to attend training.

OLD BUSINESS:

City Bow hunt

MN DNR Tom Rusch reported the 2014 Cook City Bow Hunt results as follows:

4 Adult Female

1 Juvenile Male

1 Juvenile Female

6 Total

For Comparison, City of Tower Muzzleloader Hunt:

2 Adult Males

3 Adult Females

5 Total

Tom Rusch reminded the council that these are minimum harvest figures as some Cook archery deer may have been registered in the larger permit area (177) by the local registration stations instead of permit area (993). Other factors to consider are that both firearm and archery harvests fell below levels not seen since the late 1990's. The harvest is still heavy to adult female and 100% antlerless and all signs are positive to the local deer manager.

NEW BUSINESS:

St. Louis County – Commissioner Tom Rukavina – letter dated January 9, 2015 RE: Hwy 169

Commissioner Rukavina submitted a letter regarding the proposed route that the MN Dept of Transportation has initiated on Highway 169 in the Eagles Nest Area. Citizens and leaders have worked on this project for 15 years to build a safer highway and a plan has now been drafted.

Commissioner Rukavina is requesting the Cook City Council send a letter of support to MNDOT. He states the importance of contacting MNDOT to get this plan approved and to make public safety on our highways a high priority.

County Board Meeting – Council Attendance – March 24, 2015 – 9:30 AM – Comet Theater

St. Louis County Board of Commissioners will also host one of their board meetings at the Comet Theater in Cook on March 24, 2015 at 9:30 AM. This is an opportunity for the council, local residents and business owners to attend locally for the opportunity to voice their concerns. Administrator Martinson has contacted the Townships for this meeting notice as well.

American Red Cross 2015 Heroes Nominations

The American Red Cross Minnesota Region has provided information for 2015 Heroes Nominations for individuals who display leadership and commitment to their communities, if interested.

2014 Audit Allocations – General Fund Commitments

Walker, Giroux and Hahne presented the 2014 general fund committed account balances for council approval as part of the 2014 audit.

Committed Accounts

Street Equipment	\$ 9,366.27
Library Equipment	\$ 7,963.43
Friends of the Library	\$ 5,115.02
Library Book Fund	\$ 0.00
Library ALS Reimburse	\$ 2,121.50
Library ALS Best Seller	\$ 285.31
Parks and Beautification	\$ 4,000.00
Recreation Building Fund	\$ 33,551.49
Recreation Property Maintenance	\$ 6,000.00
Ambulance Vehicles	\$226,126.99
Ambulance Pager	\$ 5,243.00
Ambulance EMT Scholarships	\$ 4,340.00
Airport Capital Improvements	\$ 2,800.00
Water Capital Improvements	\$ 55,705.74

Motion by Brunner, second by Bixby to approve the 2014 committed account balances as provided by Walker, Giroux and Hahne as part of the 2014 audit. **MOTION CARRIED**

COUNCIL FORUM:

Councilor Storm thanked city staff for their continued dedicated service to the City of Cook.

Property owners are reminded to clear snow on sidewalks as it is their responsibility as stated in the city ordinance.

Due to illness, Don Simonson, local historian, has not maintained his website which is a favorite for residents of Cook. The council and staff are thinking of Don and his family at this time.

ADJOURNMENT:

There being no further business brought before the Council, motion to adjourn at 6:36 PM was made by Councilor Hollanitsch and second by Councilor Brunner. **MOTION CARRIED**

Harold Johnston, Mayor

Recorder: Cindy Palm, Deputy Clerk/Treasurer

Attest: Theresa Martinson, Administrator-Clerk/Treasurer