

**COOK CITY COUNCIL
REGULAR MEETING MINUTES
OCTOBER 27, 2016 – COOK CITY HALL – 6 PM**

TIME AND PLACE: A Regular Meeting of the Cook City Council was held at 6 PM on Thursday, October 27, 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, Kim Brunner and Elizabeth Storm. Absent was Councilor Karen Hollanitsch. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Stephanie Beaudry, The Timberjay, and The Cook News Herald.

ADDs/DELETES: None

PUBLIC FORUM:

John Jamnick – JPJ Engineering

2016 Infrastructure Improvements: Invoice #5 from JPJ for Project 16-221 in the amount of \$7,342.12. Motion by Brunner, second by Storm to approve payment for invoice #5. **MOTION CARRIED**

River Street Bridge: Antus payment \$17,975 for demolition/JPJ invoice #5, Project 2010-121 in the amount of \$2,100. *Cook Care Center:* Partial Pay Estimate No. 1, City ROW and Part 2, payable to Tony's Construction in the amount of \$64,469.85. Partial Payment Estimate No. 2, City ROW and Part 2, payable to Tony's Construction in the amount of \$47,178.23. Motion by Bixby, second by Storm to approve payment to Antus \$17,975/JPJ invoice #5 in the amount of \$2,100 and \$64,469.85 & \$47,178.23 to Tony's Construction.

MOTION CARRIED

IRYA

IRYA board member Tom Beaudry asked the board to consider donating \$500 to IRYA for programming for the youth. The council stated that as a municipality, the City of Cook is not authorized to make donations to organizations.

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 September 22, 2016
- B. Approval/correction of Special Council Meeting Minutes of September 22 – 2016 Proposed Budget & Levy – Library & Parks and Beautification
- C. Bill Presentation

Presented for Payment	\$170,125.97
Paid since last presentation	\$ 76,417.66

D. Reporting of the September 2016 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2016	\$150,349.62	\$ 1,217,160.22
2015	<u>\$146,119.78</u>	<u>\$ 1,210,947.84</u>
	\$ 4,229.84	\$ 6,212.38

E. Resolution – September 2016 Donations Designated

F. Ambulance Service October 2016 Report

G. Community Resource Development – September 23, 2016

H. Littlefork/RAT Root River Board

COMMISSION AND STAFF REPORTS:

Ambulance

The Cook Ambulance Service & the Cook Hospital are hosting “Brown Bag Day” on Sunday, October 30th, from 12-4 PM. This will allow residents to get assistance with any medication questions. Free blood pressure and heart monitor testing with also be provided.

Airport

Administrator Martinson reported that on Tuesday, October 25, there was a Master Plan/Needs meeting. The DOT was there, along with SEH engineers, pilots, commission and council members, and city staff. There was good feedback. Everything that was in the old Master Plan has been completed. A new plan will need to be completed. The DOT wants the city to plan for 20 years ahead.

The Personnel Committee recommends Jim Prepodnik be promoted to the position of Coordinator at the airport due to Ernie Seppala’s retirement. Jim's rate of pay will be \$15.03/hr., effective 10/1/16. The Committee also recommends Mike Christianson as Airport Operator. Recommended pay rate for Mike is \$12.24/hr. effective 10/1/16. Motion by Storm, second by Bixby to approve job changes and pay rates for Jim Prepodnik and Mike Christianson as recommended. **MOTION CARRIED**

Last Chance Liquor

Administrator Martinson reported that Debbie Lindgren is retiring as of 11/30/2016. Recommendation by the Personnel Committee to promote Debra Heglund to the manager position with certain changes made to the job description. Effective 10/1/16, her pay rate will be \$15.24/hr. with full time benefits applicable. Starting 12/1/16, if satisfactory performance, her pay rate will increase to \$16.50/hr., which would place her in Pay Grade 7 (138 points). A one year probation and performance period begins December 1, 2016. Motion by Brunner, second by Bixby to approve recommendations as stated by Personnel Committee for Debra Heglund. **MOTION CARRIED**

Maintenance

The installation of the new water meters has been completed but the software transition is still ongoing.

Planning & Zoning

Recommendation from the Planning & Zoning Committee to approve a variance for the Habitat for Humanity home. Proposed variance requested from Ordinance No. 901 – Building and Land Use Regulations, Section 901.07 – R1 – One & Two Family Residential District, Subdivision 4 requirements as listed: 20 feet on rear yard setback. Reduction from 20 feet to 18 feet. Requesting a 2-foot variance. Motion by Storm, second by Brunner to approve recommendation from Planning & Zoning committee as stated. **MOTION CARRIED**

Recreation

The Cook Community Center open house was well attended. There was good speeches, good food, and good weather.

OLD BUSINESS:

Disability Specialists site

The city has a purchase agreement from St. Louis County for \$200,000.00 for Parcel ID# 120-60-00020. Motion by Bixby, second by Storm to approve the purchase agreement with St. Louis County. **MOTION CARRIED**

City Bow Hunt

The bow hunt has produced 12 deer as of 10/24/16.

2016 Election Canvass

The City of Cook needs to certify its own election results. Election Canvass date needs to be between 11/11/16 – 11/18/16. Date selected is Tuesday, 11/15/16 at 9 AM.

NEW BUSINESS:

Watering Can vacation request

The council tabled this request.

2016 Audit – WGH proposal

Recommendation made by Administrator Martinson to approve the audit proposal, with expenses not to exceed \$21,500. Motion by Storm, second by Bixby to approve the WGH 2016 audit proposal as stated. **MOTION CARRIED**

CIR Brownfield Coalition

Motion by Storm, second by Brunner to approve the CIRBC Memorandum of Agreement. **MOTION CARRIED**

COUNCIL FORUM: Councilor Storm reminded everyone that the VFW/Cook Lions Halloween Party is at the Community Center this year. She also wanted to acknowledge the presence of the yarn hearts at the bike rack outside of the library during the summer; they were fun to see.

ADJOURNMENT: There being no further business brought before the Council, Motion to adjourn at 6:31 PM by Brunner and second by Bixby. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723

Harold Johnston, Mayor

Attest: Theresa Martinson, Administrator - Clerk/Treasurer

Recorder: Stephanie Beaudry, Deputy Clerk/Treasurer

City Council meeting – October 27, 2016