

**COOK CITY COUNCIL
REGULAR MEETING MINUTES
APRIL 28, 2016 – COOK CITY HALL – 6 PM**

TIME AND PLACE: A Regular Meeting of the Cook City Council was held at 6 PM on Thursday, April 28, 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, Karen Hollanitsch and Elizabeth Storm. Absent was Councilor Kim Brunner. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Stephanie Beaudry, Timber Days committee members Diane Brunner, Shannon Martin, and Lynn Polich, Farmer's Market members Robin Pliml, Kathy Stevenson, Kelly Dahl, and George Pliml, ATV Voyager Country ATV members Bruce Beste and David Culbert, and Cook News Herald.

ADDs/DELETES: None.

PUBLIC FORUM:

Timber Days:

The Timber Days committee is requesting permission to hold Timber Days June 10-12, 2016. The event will require the use of River Street Park and closing a portion of River Street. They would also like use of the baseball fields.

They would also like to request a temporary liquor license for selling alcohol at the baseball field. Cook City Ordinance 601.01 subd. 4 (Referencing MN State Statute 340A) references that a temporary Liquor license can be issued to only clubs, or charitable, religious, or other non-profit organizations, in existence for three years. A temporary license authorizes the on sale of intoxicating liquor in connection with a social event within the city sponsored by the licensee and subject to restrictions imposed by the state liquor act.

The Timber Days committee has requested a gambling permit so they are able to sell raffle tickets and perhaps hold bingo.

The Timber Days committee would also like to have fireworks this year. They have been told they need to have a licensed operator & the proper insurance for fireworks to take place.

Motion by Hollanitsch, second by Storm to approve use of River Street Park, the use of the baseball fields, closing a portion of River Street, allowing the committee to apply for a gambling license & a temporary liquor license, and also fireworks, contingent upon following all laws, licensing, and insurance requirements.

MOTION CARRIED

Committee member Lynn Polich, requested that the fee of \$250 for the use of the Baseball fields be waived during Timber Days. Motion by Bixby, second by Storm to waive the \$250 fee. **MOTION CARRIED**

The Old Muni is requesting to extend their premises to their back area for Timber Days June 10-12, 2016 which is covered under their liquor licensing. They have also requested 10 AM serving for Sunday, June 12, 2016 beyond the City Ordinance of 12 Noon. The Old Muni is also requesting approval of a street dance on River Street for Friday, June 10 only, 8 PM – Midnight. They will be asked to have controlled access. The city's insurance agent Dane Francis advised against liquor on the street. Jack Luecken also stated that he will be handling a car show on River Street. Motion by Storm, second by Hollanitsch to approve the premises extension, the earlier serving time of 10 AM on Sunday June 12, 2016, and the street dance on Friday, June 10, 2016. **MOTION CARRIED**

VFW Post 1757 is requesting to extend their premises to a fenced area in the parking lot for a band during Timber Days, which is covered under their club licensing. They have also requested a 10 AM serving time for Sunday Jun 12, 2016, beyond the City Ordinance of 12 Noon. Motion by Storm, second by Bixby to extend their premises to a fenced area and allow Sunday serving time of 10 AM on June 12, 2016, beyond the City Ordinance of 12 Noon. **MOTION CARRIED**

It was also noted that Rock Gillson (Redwater Complex) is opening the former Cook School building for a basketball tournament & open gym during the 2016 Timber Days event.

Cook Farmer's Market

Cook Area Farmer's Market requests council approval to use River Street Park for a Cook Farmer's Market on Saturdays from 8 AM to 1 PM during the summer months, starting after Timber Days until the end of September/early October. A \$25.00 fee has been paid with liability insurance coverage and vendor waivers provided. Motion by Storm, second by Bixby to grant approval for the Cook Area Farmer's Market to use River Street Park on Saturdays from 8-1 contingent upon all necessary requirements met. **MOTION CARRIED**

Voyager Country ATV

Members of the Voyager Country ATV Club, Bruce Beste and David Culbert, came in front of the Council to ask for support and to try and clarify some of the St. Louis County Draft ATV Ordinance. Mr. Beste stated that there had been an article in the Mesabi Daily News stating that Duluth & Cook were against the ATV Ordinance. Beste stated that there are over 700 members in the Voyager Country ATV Club; it's the largest in the state. He stated that there is a public hearing on May 10, 2016, at the County Courthouse in Duluth at 9:30 AM.

There is an annual meeting for the Voyager Country ATV club at Trail's End on May 11. Councilor Hollanitsch asked what roads the ordinance is about. Beste stated that they are asking for the county to open up county roads for use outside of city limits. Mayor Johnston asked if it would be helpful to pass a city ordinance. David Culbert stated that Orr is waiting for the county ordinance to be finalized before they pass any sort of city ordinance. Mayor Johnston suggested that a letter be written to support responsible use of ATV within the city limits, with routes yet to be determined. The city welcomes working with the county on the issue. Motion by Storm, second by Hollanitsch to write such a letter. **MOTION CARRIED**

Councilor Storm asked David Culbert if he would represent Cook at the public hearing in Duluth on May 10th. Culbert stated that he would. Motion by Storm, second by Hollanitsch to have David Culbert as the spokesperson for the City of Cook at the public hearing on May 10, 2016. **MOTION CARRIED**

IRRRB – Cook Care Center

The Cook Hospital is requesting the City of Cook be a grant facilitator as they are applying for a grant for the demo of their buildings in anticipation of the construction of the new Cook Care Center. Motion by Storm, second by Hollanitsch to give permission for the city to be the Administrator of the Hospital's demo grant. The Mayor and Clerk are authorized to sign necessary documents. **MOTION CARRIED**

Cook Hospital/Shake-a-Leg 5K

The Cook Hospital is going to be using the Community Center for the Shake-a-Leg 5K being held on Saturday morning, June 11, 2016. The city is charging them the half-day rate of \$75. Councilor Hollanitsch asked if we need to create a pricing tier for community & educational events. She stated that she thinks that should be looked at. Councilor Hollanitsch also shared with the Council that in the past, proceeds from the Shake-a-Leg 5K Run have gone to the food shelf.

John Jamnick—JPJ Engineering

Three invoices for approval: 1) JPJ invoice #1, project #16-221 in the amount of \$9800.00 for the 2016 Infrastructure Improvements project, 2) JPJ invoice #3, project #2010-121 in the amount of \$6395.00 for the River Street Bridge project, and 3) Erickson Engineering invoice #11689, project #2010-121 in the amount of \$2598.50 for the River Street Bridge project. Motion by Storm, second by Bixby to approve the three invoices presented. **MOTION CARRIED**

APPROVAL OF MINUTES: See Consent Agenda.

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

- A. Approval/correction of the Regular Council Minutes of March 24, 2016
- B. Approval/correction of Planning & Zoning Minutes of March 24, 2016 – Cook Hospital & Kevin Brady Variances
- C. Bill Presentation
- D. Reporting of the March 2016 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2016	\$ 81,615.16	\$ 240,391.47
2015	\$ 80,893.80	\$ 236,615.67
	\$ 721.36	\$ 3,775.80

- D. Resolution – March 2016 Donations Designated
- E. Ambulance Service Report

COMMISSION AND STAFF REPORTS:**Airport**

Council approval is needed for S.E.H Engineering invoice #312895 in the amount of \$13,405.00 for the Master Plan project. Administrator Martinson also noted that the airport is having issues with its crack sealing; Orr is also having the same issues. She will keep the council updated on the status of this issue. Motion by Hollanitsch, second by Bixby to approve S.E.H. Engineering invoice #312895. **MOTION CARRIED**

Ambulance

Administrator Martinson reported that a letter was sent to legislators asking them to update the levy language to open up the monies to operating, administrative, and salary costs rather than just capital expenses. Motion by Storm, second by Hollanitsch to approve the letter. **MOTION CARRIED**

There will be a mock crash held at 10 AM on May 5th, 2016, at North Woods School, for 10-12th grade students. There will be a real life scenario with “actual” victims from the student body and the topic of drinking & driving will be stressed.

Cook EMS is hosting a Blood Drive at the Fire Hall on Saturday, May 21st, from 2 – 5 PM.

The Cook Ambulance Service has requested that the ambulance hall be staffed 24 hours daily. In order for this to happen they would need another full time day staff member at \$8.00/hr. for an EMR or \$9.00 for an EMT. They have also requested call time pay to be \$8.00 hr. /EMR and \$9.00/hr./ EMT. Councilor Hollanitsch said that she would like to see some actual crunched numbers for Cook, adding that the city has to be fiscally responsible and shouldn't jump into anything. Mayor Johnston stated that the city has made some changes already. Hollanitsch added that we need to see how our current changes work out before we take too much action. Administrator Martinson shared that the volunteers that are left are burning out. Councilor Hollanitsch asked if we could be doing a better job with such things as recruitment. Martinson suggested that it would be beneficial to talk face to face with the ambulance departments of other cities to find out how they run things and what works for them. It was decided that Administrator Martinson will arrange a meeting between the council and ambulance staff members Tim Mankowski, Marylin Hannan, and Nancy Reing to hear their concerns.

Last Chance Liquor

Two bids for the staining of the liquor store were received. One from Northern Log Home Restoration, Inc. in the amount of \$9,450.00 and one from Cal Contracting in the amount of \$10,550.00. Motion by Hollanitsch, second by Storm to go with the lower bid from Northern Log Home Restoration, Inc. **MOTION CARRIED**

Personnel

Office Assistant, Ruth Boudreau, has put in her resignation. Motion by Storm, second by Bixby to regrettably accept her resignation and begin the process of finding a replacement. Councilor Storm thanked Ms. Boudreau for her service. **MOTION CARRIED**

Recreation

Recommendation made to hire Ashley Vito as an assistant at the Community Center and also a recommendation was made to allow the personnel committee to review Lois Pajari's position. Motion by Hollanitsch, second by Storm to hire Ashley Vito and allow the personnel committee to review Lois Pajari's position. **MOTION CARRIED**

OLD BUSINESS:**Lake Vermilion Trail**

The Lake Vermilion Trail group is in the process of applying for Regional Designation. This is the first step in vying for state Parks and Trails Legacy funding. The group asks that the City of Cook and the City of Tower be joint applicants for the Regional Trail Designation. Motion by Hollanitsch, second by Bixby for the City of Cook and the City of Tower to be joint applicants for the Regional Trail Designation. **MOTION CARRIED**

The Lake Vermilion Trail group is partnering with North Woods Friends of the Arts on a logo contest; deadline for submissions is June 15, 2016. They are also working on developing a brochure for the trail project.

NEW BUSINESS:

Election 2016 items

Administrator Martinson recommends changing this fall's polling place from the Cook City Hall to the new community center. Motion by Storm, second by Hollanitsch to adopt the polling place change. **MOTION CARRIED**

Vermilion Law Office

City attorney Mark Weir sold his practice to local attorney, Lara Whiteside, which she will continue to operate as Vermilion Law. The City will continue in its relationship with Vermilion Law.

Sex Trafficking Forum

The Cook Hospital is hosting a Sex Trafficking Forum at the Cook Community Center on May 12, 2016 at 6 PM. This is open to the public.

COUNCIL FORUM:

Mayor Johnston brought up how the city can best enforce our ordinances. He wondered if contracting with the county sheriff would ever be a possibility and what the city's other options might be.

ADJOURNMENT:

There being no further business brought before the Council, motion to adjourn at 7:17 PM was made by Councilor Bixby and second by Councilor Storm. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723

Harold Johnston, Mayor

Attest: Theresa Martinson, Administrator Clerk/Treasurer

Recorder: Stephanie Beaudry, Deputy Clerk/Treasurer