

**COOK CITY COUNCIL  
REGULAR MEETING MINUTES  
OCTOBER 24, 2013 – COOK CITY HALL – 6 PM**

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**TIME AND PLACE:** A regular meeting of the Cook City Council was held at 6 PM on Thursday, October 24, 2013 at the Cook City Hall.

**CALL TO ORDER:** Acting Mayor Karen Hollanitsch called the meeting to order at 6 PM.

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Acting Mayor Karen Hollanitsch.

**ATTENDANCE:** Present at roll call was Acting Mayor Karen Hollanitsch and City Councilors Jody Bixby, Kim Brunner and Elizabeth Storm. Absent was Mayor Harold Johnston. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk-Treasurer Cindy Palm, HRA Executive Director Jennifer Krenz, Cook News Herald, The Timberjay and Jodi Julkowski.

**ADDs/DELETES:** Acting Mayor Karen Hollanitsch read into the record the revisions to the original agenda.

**Add:** None

**Move:** None

Local Board of Review information was presented to the council if choosing to re-establish that authority.

**PUBLIC FORUM:**

**Executive Director Jennifer Krenz - Cook Housing Authority – Pilot Payment**

Executive Director Jennifer Krenz requested a reduced HRA payment in lieu of taxes or an extension for payment due to budget constraints within the Cook Housing Authority. HRA payments are due annually by December 31<sup>st</sup>.

The council informed her that the city operates on a minimal budget due to a small tax base and is dependent on these funds under contract agreement. The city is also obligated to distribute a portion of these funds to St. Louis County and the Cook Hospital.

**Jodi Julkowski – Utility Usage One Time Reprieve**

Jodi Julkowski requested the council consider a one-time reprieve with a surcharge added for high utility usage due to hardship. Council members informed her that the city policy is to work with the customer and provide a reasonable payment plan with late fees removed, as long as payments are paid according to contract. Most high usage issues are the result of negligent property maintenance and it is not fair to other customers who have paid this in the past as they will want a credit. The council opted to research this request further.

Administrator Martinson provided the following project updates on behalf of JPJ Engineering:

**2013 Street Improvements**

JPJ Engineer John Jamnick recommends Partial Pay Estimate #1 to KGM Contractors Inc. for \$108,706.60.

**2013 IRRRB Commercial Demolition Program-Cook Dollar Barn**

JPJ Engineer John Jamnick recommends Final Pay to GMEN Environmental Services Inc. for \$64,450. Council approval also needed for Final IRRRB Grant Reimbursement Request for \$46,000.

Motion by Storm, second by Bixby to approve Partial Pay Estimate #1 to KGM Contractors Inc. for \$108,706.60 for the 2013 Street Improvements Project. Final Pay to GMEN Environmental Services. Inc for \$64,450 and Final IRRRB Grant Reimbursement Request for \$46,000 for the 2013 IRRRB Commercial Demolition Program – Cook Dollar Barn. **MOTION CARRIED**

**APPROVAL OF MINUTES:** See Consent Agenda.

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

**MOTION CARRIED**

- A. Approval/correction of the Regular Council Minutes of September 26, 2013
- B. Approval/correction of Special Council Minutes of September 26, 2013 -2014 Proposed Budget & Levy and 2014 Library and Parks & Beautification Budgets
- C. Bill Presentation        Paid since last presentation        \$224,920.36  
    Presented for payment                                        \$ 47,434.24
- D. Reporting of the September 2013 Liquor Store Sales
 

	<u>MTD</u>	<u>YTD</u>
2013	\$121,803.04	\$1,180,782.13
2012	<u>\$130,729.76</u>	<u>\$1,161,397.33</u>
	\$ (8,926.72)	\$ 19,384.80
- E. Resolution – September 2013 Donations Designated
- F. Ambulance Service Report
- G. Recreation Minutes of October 21, 2013

**COMMISSION AND STAFF REPORTS:** None

**OLD BUSINESS:**

**Bow Hunt**

The Bow Hunt season began September 14<sup>th</sup> and will end December 31<sup>st</sup>. The number of harvested deer (8) was comparable to Permit Area 177 just outside of Cook. The DNR provided the city with area maps depicting a better view of hunt areas and city corporate limits with noted landmarks.

**Chicken and Rooster Complaint**

The resident owning the chickens and rooster in Balliets Addition has complied with neighboring complaints after being contacted by staff. Attorney Weir recommends an ordinance preventing livestock and exotic pets be adopted. The council could consider allowing chickens but have exception to the livestock ordinance. No council decision was made regarding recommendations for adopting an ordinance preventing livestock and exotic pets.

**SHIP Update**

Councilor Storm gave an update on progress of the Statewide Health Improvement Plan (SHIP). The Cook Active Living Coalition has networked with community members to develop an assessment of safe walking areas within the City of Cook and research shows a large walking population. The group identified barriers along Highway 53, Highway 24 and the railroad tracks and has prioritized a walking path for the Doug Johnson Park. Through grant funding sources, a preliminary engineering survey will be completed for \$6400 as there are issues to be addressed with the property for installing a walking path.

The Cook Active Living Coalition would also like to paint a bicycle/pedestrian safety line on 5<sup>th</sup> St SE to the stop sign at 3<sup>rd</sup> Ave and along Gopher Drive.

**Personnel Committee – Complaint Form**

Staff has requested consideration for a written policy for a complaint form to be completed and signed to better address and document complaints through city hall. The complaint form is a good guideline for addressing and enforcing issues and is used by numerous communities but more research will be conducted.

**NEW BUSINESS:**

**Domestic Violence Awareness Month Proclamation 2013**

Advocates for Family Peace have requested the City of Cook read a proclamation to end domestic violence as October is Domestic Violence Awareness Month. The proclamation was shared.

**Walker, Giroux and Hahne LTD – 2013 Audit Proposal**

Walker, Giroux, Hahne LTD. presented a proposal to conduct the 2013 audit in the amount of \$19,000.

Motion by Brunner, second by Storm to accept a proposal by Walker, Giroux, Hahne LTD. to conduct the 2013 audit in the amount of \$19,000. **MOTION CARRIED**

**COUNCIL FORUM:**

Councilor Brunner commented that the 2013 Street Improvements project is going well.

Councilor Storm wished all a safe and Happy Halloween and reminds residents that St. Mary’s Catholic Church will again host the Community Thanksgiving Dinner.

Acting Mayor Hollanitsch reminded residents that the VFW will host a Halloween Party for children.

**ADJOURNMENT:**

There being no further business brought before the Council, motion to adjourn at 7:10 PM was made by Councilor Bixby and second by Councilor Storm. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723

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Harold Johnston, Mayor

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Recorder: Cindy Palm, Deputy Clerk/Treasurer

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Attest: Theresa Martinson, Administrator-Clerk/Treasurer