

**MINUTES
REGULAR MEETING
COOK CITY COUNCIL
OCTOBER 22, 2009 – CITY HALL – 6 PM**

PRESENT: Mayor Dick Edblom, Councilors Jody Bixby, Dan Manick and Elizabeth Storm
ABSENT: Councilor Karen Hollanitsch
OTHERS PRESENT: Administrator-Clerk/Treasurer Theresa Martinson, Deputy-Clerk/Treasurer Cindy Palm, Cook News Herald, Tammy Palmer, Greg Burckhardt, RLK Engineer – John Jamnick and numerous Cook School students and community members in support of the proposed community center.

Mayor Dick Edblom called the regular meeting of the Cook City Council to order at 6:00 p.m.

PUBLIC FORUM:

RLK Engineer John Jamnick presented Pay Estimate Number 3 for \$71,368.64 to Magney Construction Inc. for work performed on the Water Treatment Plant. Project completion is at approximately 60%.

Motion by Manick, second by Storm to approve Pay Estimate Number 3 for \$71,368.64 to Magney Construction Inc. for work performed on the Water Treatment Plant. **MOTION CARRIED**

RLK Engineer John Jamnick presented Pay Estimate Number 3 for \$30,495.00 to Traut Wells for work performed on the Well Replacement Project. Project completion is at approximately 92%.

Motion by Storm, second by Bixby to approve Pay Estimate Number 3 for \$30,495 to Traut Wells for work performed on the Well Replacement Project. **MOTION CARRIED**

A contractor change order will be issued for the relocation of the backwash tank at the Water Treatment Plant.

A pre-construction meeting for the Water Tower Project will be held with the contractor, Maguire Iron, on Wednesday, October 28 at Cook City Hall. The base will be installed in 2009 and the tower in the spring of 2010.

CONSENT AGENDA:

- A. Approval/correction of Regular Council Minutes of September 24, 2009
- B. Approval/correction of Special Council Minutes of September 24, 2009 (Budget 2010)
- C. Reporting of the September 2009 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2009	\$136,869.13	\$1,050,075.21
2008	<u>\$110,302.02</u>	<u>\$1,034,570.00</u>
	\$ 26,567.11	\$ 15,505.21

- D. Bill Presentation Paid since last presentation \$488,433.19
 Presented for payment \$ 97,740.53
- E. Airport Operator's October Report
- F. Maintenance Department September 2009 Report
- G. Ambulance Service September Activity Report
- H. Parks and Recreation Minutes of October 19, 2009
- I. MN Department of Health Lead/Copper Results – October 8, 2009

COMMISSION AND STAFF REPORTS:

Greg Burckhardt of the Parks and Recreation Committee presented the city council with the proposed \$158,000 to complete the new community center. The center would be fully completed inside and outside with furnishings provided at a later date. The \$158,000 budget includes all materials and a security system with the labor volunteered by local contractors. In 2009, the old building would be demolished and site preparation completed. In the spring of 2010, the new building will be completed. The Parks and Recreation Committee are seeking council approval to move ahead with the first phase of demolition and site preparation for 2009.

The City Council addressed the following items that needed clarification prior to approving the start of this project:

The Council questioned city involvement in the liability of individuals and groups working on this project. Chris Ismil with Iron Range Youth In Action (IRYA) is the Project Manager on this project and assured the City that St. Louis County holds all liability and that IRYA is represented by St. Louis County. No volunteers will work on the project without Chris Ismil as the Project Manager present. Administrator Martinson requested a Certificate of Liability from St. Louis County prior to the start of the project.

The Council also questioned how the project would be bid to area contractors and suppliers. According to the City Attorney, there is a state bid law for projects over \$100,000 that requires that the project allow contractors and suppliers to submit bid prices on the project. Chris Ismil, IRYA, mentioned that all materials and labor would be submitted for bid.

The Council was also concerned about environmental contamination if the fuel tank wasn't removed properly and questioned who would be responsible for the excess cost. Chris Ismil, IRYA, assured the council that all soil testing and contamination issues are addressed prior to digging.

If the building is demolished for the winter then the skating rink will not be flooded for use. Residents asked if the fire department would flood the rink. Local students and residents would volunteer to remove snow from the rink.

Tammy Palmer is currently working on pursuing non-profit status for the Parks and Recreation Committee to run the center for the future. Chris Ismil, IRYA, recommends a Park Director and will research financing for this program.

The contest for naming the new road in front of the Doug Johnson Park has been tabled until the November 19, 2009 council meeting.

Administrator Martinson reminded residents and students that the city supports the fundraising and construction efforts for the community center project. She reminded the crowd that the Council is not against this project but is looking for a supportive plan moving into the future.

Motion by Manick, second by Bixby to approve proceeding with recreation center demolition and community center site preparation for 2009 with completion of the building in 2010. Chris Ismil, Iron Range Youth In Action, is the Project Manager represented by St. Louis County. St. Louis County is responsible for liability insurance on the project and all funds are procured by the Parks and Recreation Committee. This project will be completed at NO COST TO THE CITY OF COOK. **MOTION CARRIED.**

Resolution 091022 is needed to authorize execution of the MNDOT grant agreement funds for airport maintenance and operation reimbursement for \$14,855.

Motion by Manick, second by Storm to authorize execution of Resolution 091022 for MNDOT grant agreement funds for \$14,855 for airport maintenance and operation reimbursement and allowing the Mayor and Clerk to sign all related documents. **MOTION CARRIED**

The Personnel Committee has requested council approval for Human Resource Consultant Paul Ness to perform some pay-related work for the Maintenance Supervisor position. This work will cost \$99/Hr for approximately 3-5 hours and will include a classification review, base pay terms, premium pay and any recommended changes to the job description.

Motion by Manick, second by Bixby to approve Paul Ness to conduct a review for the Maintenance Supervisor position at \$99/Hr for approximately 3-5 hours. **MOTION CARRIED**

The library has requested hiring a temporary part-time employee through December 31, 2009. This position pays minimum wage at \$7.25 / hour for approximately 4-8 hours per week. Friends of the Library will cover costs associated with the part time help up to \$1,200. Sarah Hecht has been requested for hire subject to a qualifying background check.

Motion by Manick, second by Storm to hire Sarah Hecht as part-time temporary library clerk (subject to a background check) at \$7.25/Hr through December 31, 2009. **MOTION CARRIED**

OLD BUSINESS:

Mayor Edblom reported that city officials along with Attorney's Mitch Brunfelt and Adam Licari met with LABCO, Secure Vision and their bonding attorney, Dan Gregerson representing Granite. LABCO and Secure Vision were offered a chance to settle with the city monetarily or to fix the existing problems within a certain time. The City of Cook requested that all water meter valves be replaced by LABCO at no cost to the city, and the Secure Vision radio and software issue be resolved to properly read meters consistently for one year without fault. A detailed operations manual has also been requested which had not been previously provided. The laptop and radio equipment was sent to the lab with Secure Vision. Both entities were given one week to respond and have chosen to repair the valves and fix the radio/software problem. There are also warranty reimbursements that are due to the City of Cook in the amount of \$7,929.64.

Mayor Edblom addressed the School Referendum issue with the City Council. Discussion was held as to whether the council should support a "vote no" or "vote yes" position. The general consensus was to let the people decide.

NEW BUSINESS:

Cook Area Health Services is applying for federal grant funding from the Bureau of Primary Health Care. Cook Area Health Services is requesting a letter of support from the City of Cook for their application to be successful. This is the competing year to apply for funding for five medical and two dental facilities.

Motion by Manick, second by Bixby to issue a letter of support for the Cook Area Health Services Bureau of Primary Health Care 330 (e) grant application for funding for five medical and two dental facilities. **MOTION CARRIED**

Authorization is needed for Mayor and Clerk to sign the Fire Protection Services Agreements for fire protection in St. Louis County Unorganized Townships 62-17 and 63-17 from the Cook Fire Department.

Motion by Bixby, second by Storm to authorize renewal of the Fire Protection Services Agreements for fire protection in St. Louis County Unorganized Townships 62-17 and 63-17 by the Cook Fire Department. The Mayor and Clerk are authorized to sign agreements. **MOTION CARRIED**

Walker, Giroux and Hahne submitted the audit services letter for the 2009 audit. The cost of the audit will remain at \$16,000 with a possible \$2,500 additional amount if audited for federal grant funds for 2009.

Motion by Storm, second by Bixby to accept Walker, Giroux and Hahne's audit proposal for the City of Cook for 2009. Cost of the regular audit is \$16,000 and \$2,500 for federal grant funds audit. **MOTION CARRIED**

Spectrum Community Health submitted a funds request to the City of Cook for \$3,048 payable to Lake Country Power. As the disbursing agent, once the City receives funds from Iron Range Resources then a check will be submitted to Lake Country Power.

Motion by Bixby, second by Storm to approve payment to Lake Country Power for \$3,048 from the City of Cook as the disbursing agent for the Spectrum Project. Funds will be payable once received from Iron Range Resources. **MOTION CARRIED**

COUNCIL FORUM:

Councilor Storm showed appreciation for those residents and businesses that have decorated their properties with Halloween lights and decorations.

ADJOURNMENT:

Motion by Bixby, second by Manick to adjourn the meeting at 7:15 p.m. **MOTION CARRIED**

Respectfully Submitted,
Cindy Palm - Deputy-Clerk/Treasurer