

**MINUTES
REGULAR MEETING
COOK CITY COUNCIL
OCTOBER 25, 2012 – CITY HALL – 6 PM**

PRESENT: Acting Mayor Karen Hollanitsch, Councilors Jody Bixby, Kim Brunner and Elizabeth Storm

ABSENT: Mayor Harold Johnston

OTHERS PRESENT: Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Cindy Palm, JPJ Engineering John Jamnick and Cook News Herald

Acting Mayor Karen Hollanitsch called the Regular City Council Meeting to order at 6:11 PM.

PUBLIC FORUM:

JPJ Engineer John Jamnick provided an update on the punch list items for the 2012 Drainage Improvements Project as final items are near completion. Gruska Construction will be starting on the Sunrise Addition culvert and ditching project near Cook's Carefree Living.

CONSENT AGENDA:

- A. Approval/correction of the Regular Council Minutes of September 27, 2012
- B. Approval/correction of the Special Council Minutes of September 27, 2012 - 2013 Proposed Budget and Levy-Library/Parks and Beautification
- C. Approval/correction of the Special Council Minutes of September 13, 2012-2013 Preliminary/Proposed Budget & Levy Adoption
- D. Bill Presentation Presented for payment \$ 120,030.58 Paid since last presentation \$207,364.42
- E. Reporting of the September 2012 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2012	\$ 129,678.41	\$ 1,160,345.98
2011	\$ 139,991.44	\$ 1,103,659.41
	\$ (10,313.03)	\$ 56,686.57
- F. Resolution – September 2012 Donations Designated
- G. Airport Operator's Report
- H. Ambulance Service Report
- I. Recreation Commission Minutes of October 15, 2012
- J. Cook Chamber of Commerce Minutes of October 1, 2012

It was recommended that any reimbursable work done by a contractor at a residence, be reimbursed to the resident and not directly paid to the contractor by the City of Cook.

Motion by Brunner, second by Bixby to approve the consent agenda. **MOTION CARRIED**

COMMISSION AND STAFF REPORTS:

Planning and Zoning

Planning and Zoning met at 4:30 PM on October 25, 2012 to hear evidence in considering granting a Variance to Dan Reing for the purpose of constructing an 18x20 wood shed on his property located at 309 3rd St SE Cook, MN 55723, Abel Addition Block 2 Lots 18-19.

The proposed Variance requested from Ordinance No. 901 – Building and Land Use Regulations, Section 901.07 – R1 – One & Two Family Residential District, Subdivision 1 requirements as listed:

20 feet on Rear Yard Setback. Reduction from 20 feet to 15 feet towards alley

R-1 Front, Rear and Side Yard Setback Requirements are as follows:
30 feet for front yard, 20 feet for rear yard and 10 feet for side yard

There was no public interest in the construction of the wood shed for Dan Reing by neighboring properties or city maintenance.

Planning and Zoning recommends to the City Council that a Variance be granted to Dan Reing for construction of an 18x20 wood shed on his property located at 309 3rd St SE, Cook, MN 55723, Abel Addition Block 2 Lots 18-19.

Motion by Bixby, second by Brunner to grant a Variance of a 5 foot reduction, from 20 feet to 15 feet towards the alley for the Rear Yard Setback to Dan Reing for construction of an 18x20 wood shed on his property.

MOTION CARRIED

Fire

An informational Investment Report Card from the State Auditor was provided for the Fire Relief Association for 2011.

Liquor Store

Part-time staff reductions due to full time employment opportunities and schooling have prompted additional hiring. The liquor store provides a healthy work environment but with the lack of hours and shift schedules it causes higher part-time turnaround. Extensive employment advertising, credit and criminal background checks are done to assure adequate staffing needs; however, the liquor store sees the need to increase part-time positions to a higher level of starting hourly pay at \$10 per hour as these positions provide minimal additional benefits, lack of hours and evening/weekend shifts.

In the meantime, Librarian Steve Harsin has accepted the part-time Liquor Store Clerk/Stocker position which provides him with additional employment hours with the city as well. The liquor store needs to protect its profits and employees from burn out or possible injury and needed to fill the part-time position for the busy season.

After discussing with HR Consultant Paul Ness, Manager Deb Lindgren and Administrator Martinson recommend increasing the minimum starting pay to \$10/hour for part-time liquor store clerk/stockers. Both also request approval of hiring Steve Harsin as part-time clerk/stocker for the liquor Store.

Motion by Brunner, second by Storm to approve the part-time clerk/stocker minimum starting pay at \$10/hour for liquor store employees and to approve the hiring of Steve Harsin as part-time clerk/stocker with starting rate \$10/hour for the liquor store. **MOTION CARRIED**

Recreation

Recreation Commission reported that a crew of volunteers has been actively working on the building putting up exterior siding and rock and interior walls.

The council approved an annual designation of \$2,000 towards a property maintenance account for aglime as the placement rotation is about every three years for the ball fields. This would assure funds be set aside to cover the cost as needed.

The council also voted no ice for January through March 2013 due to safety reasons and the non-completion of the building. If the building is completed prior to December 2013 then the commission could prep the ice for the 2014 skating season.

OLD BUSINESS:

The city will purchase the former St. Louis County Rescue Squad building for a \$500 administrative fee and \$46 recording fee and the deed will be signed by the St. Louis County Board. The building will be for the fire department and all utilities etc. will be transferred into the City of Cook's name. If the property is no longer used for public purpose then it will revert back to St. Louis County.

The Littlefork River Board stated that the primary reason for its existence is to show federal and state governments that local people can manage their own rivers. They feel that there may be more strength if more local entities are involved. A letter will be drafted explaining the project in further detail and a future presentation to the council may be addressed.

NEW BUSINESS:

Dale Gustafson has submitted his airport hangar lease for renewal for 2012-2022 and all lease payments and taxes are current.

Motion by Brunner, second by Bixby to approve Dale Gustafson's airport hangar lease renewal for 2012-2022.

MOTION CARRIED

The MN DNR Fisheries has invited the city council to attend an informational meeting on fish management issues on Lake Vermilion on Nov 1st from 6-8 pm at the Tower Civic Center. The city was invited because of the strong connection to fishery issues on Lake Vermilion.

A recent picture of a highway turnabout was brought to city hall by a concerned citizen due to the increase in traffic accidents at the intersection of Hwy 115 and 24 which is a county road outside the city limits of Cook.

The St. Louis County Sheriff's Office/Division of HS/EM submitted materials on Minnesota Winter Hazard Awareness Week held November 5-9, 2012. Winter preparations are underway for workplace materials to treat roads, response vehicles, and winterizing of seasonal equipment.

COUNCIL FORUM:

Councilor Brunner requested that a proposed bow hunt for the deer population be considered within city limits. The MN DNR Wildlife Management Division will be contacted.

Councilor Storm also expressed the need for pigeon control and has requested a contact be made to see what our opportunities are.

Acting Mayor Hollanitsch shared with citizens that Eric Pederson (city resident) is running as a write in for the Cook-Orr Hospital District Board in the November General Election.

ADJOURNMENT:

Motion by Storm, second by Bixby to adjourn the regular council meeting at 6:45 PM.

MOTION CARRIED

Respectfully Submitted,

Cindy Palm
DeputyClerk/Treasurer