

**MINUTES
REGULAR MEETING
COOK CITY COUNCIL
DECEMBER 22, 2011 – CITY HALL – 6 PM**

PRESENT: Mayor Harold Johnston, Councilors Kim Brunner, Elizabeth Storm and Karen Hollanitsch

ABSENT: Councilor Jody Bixby

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

Mayor Harold Johnston called the meeting to order at 6:00 PM.

PUBLIC FORUM:

Old Muni Bar and Lounge owner John Luecken was present to address the Sunday Liquor Licensing issue in regards to the status of determining if his restaurant license considers him a "valid" restaurant to sell Sunday liquor. There appears to be a conflict of interpretation between the State Alcohol and Gambling Enforcement Division (alcohol sales) and the State Department of Health (restaurant sales) on the status of John Luecken's restaurant license. This puts the City of Cook in the middle of the confusion while trying to protect the city's liability factor as the liquor licensor. The law needs to be re-written between the state agencies involved, and until then the council will renew the 2012 liquor licensing for the Old Muni Bar and Lounge.

Motion by Johnston, second by Brunner to renew the following licenses for 2012 for the Old Muni Bar and Lounge: On Sale Intoxicating, On Sale Intoxicating Sunday, Off Sale 3.2, and Gaming. **MOTION CARRIED**

CONSENT AGENDA:

- A. Approval/correction of Regular Council Minutes of November 17, 2011
- B. Approval/correction of the Special Council Minutes of November 17, 2011-Budget/Levy 2012
- C. Approval/correction of the Special Council Minutes of December 1, 2011 – Lake Vermilion Resort Association sign variance request
- D. Approval/correction of the Minutes of Planning and Zoning Public Hearing of December 1, 2011 – Lake Vermilion Resort Association sign variance request
- E. Bill Presentation Paid since last presentation \$ 266,914.22
 Presented for payment \$ 35,283.81
- F. Reporting of the November 2011 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2011	\$114,502.89	\$ 1,326,869.47
2010	<u>\$111,001.74</u>	<u>\$ 1,296,338.98</u>
	\$ 3,501.15	\$ 30,530.19
- G. Airport Operator's Report
- H. Ambulance Service Report
- I. Maintenance Department Report
- J. Recreation Minutes of November 2011

Motion by Storm, second by Hollanitsch to approve the consent agenda. **MOTION CARRIED**

COMMISSION AND STAFF REPORTS:

Airport

Airport Runway Expansion - Approval needed for Partial Pay Estimate #6 to KGM Contractors for \$47,407.84, S.E.H. Engineering services for \$94,300 Runway Expansion and \$3000 Additional Drain Tile.

Motion by Storm, second by Brunner to approve PPE #6 to KGM Contractors for \$47,407.84 and S.E.H. Engineering Services for \$94,300 Runway Expansion and \$3000 Additional Drain Tile. **MOTION CARRIED**

A proposed salary increase to \$1000 per month for the Airport Coordinator position was presented for 2012 and has been budgeted for 2012. The council was presented with a memorandum to support this payroll action.

Motion by Storm, second by Brunner to approve a salary increase to \$1000 per month for the Airport Coordinator position for 2012. **MOTION CARRIED**

Library

Motion by Storm, second by Hollanitsch to approve the hiring of William Sobyra Jr. at \$7.25 per hour with no benefits for the Casual Worker Position. **MOTION CARRIED**

The Librarian job description has been revised and a proposed point rating system has been reviewed and updated through HR Consultant Paul Ness. This focuses on the essential function of today and moving forward for the librarian position's changing needs. The Personnel Committee is requesting the council approve the revised librarian description and point rating system to proceed with the hiring for the position.

Motion by Storm, second by Hollanitsch to approve the revised Librarian job description and point rating system and proceed with the hiring for the position. **MOTION CARRIED**

Maintenance

The Maintenance Technician/Public Works Assistant job description has been revised and a proposed point rating system has been reviewed and updated through HR Consultant Paul Ness. The Personnel Committee is requesting the council approve the revised Maintenance Technician/Public Works Assistant description and point rating system to proceed with the hiring for the position.

Motion by Hollanitsch, second by Storm to approve the revised Maintenance Technician/Public Works Assistant job description and point rating system and proceed with the hiring for the position.

MOTION CARRIED

OLD BUSINESS:

Councilor Hollanitsch updated the council on the Lake Vermilion Trail Plan Implementation from the December 2011 committee meeting.

The Heartland Broadcasting and Access Communications water tower lease agreements have been tabled for approval until the January 2012 Council Meeting. There were reported issues with radio frequency problems in the city so Heartland Broadcasting will be contacted to perform further analysis.

City Auditor, Walker, Giroux and Hahne's 2010 audit report states a GASB 54 reporting change for fund balance classifications. The policy needs to be adopted by 12-31-2011 and the fund balance classifications changed for the 2012 audit.

Motion by Brunner, second by Storm to adopt GASB 54 for 2011 year end and re-classify the fund balance classifications for 2012. **MOTION CARRIED**

NEW BUSINESS:

City Attorney Mark Weir has drafted an Easement Agreement for utilities and roadway purposes between the Eldien property and the City of Cook for council approval and the Mayor and Administrator to sign.

Motion by Storm, second by Brunner to approve and authorize the Mayor and Administrator to sign for an Easement Agreement for utilities and roadway purposes between the Eldien property and the City of Cook. **MOTION CARRIED**

Motion by Storm, second by Brunner to renew the following licenses for 2012 for VFW Post 1757: On Sale Intoxicating Sunday, On Sale Intoxicating Club, Off Sale 3.2, and Gaming. **MOTION CARRIED**

The League of MN Cities Annual Leadership Conference for Experienced Officials will be held January 27-28, 2012 in Brooklyn Center, MN. Funds are budgeted to attend this conference if council members are interested.

The annual Minnesota Mayor's Reception will be held February 4, 2012 in St. Paul, MN as part of the St. Paul Winter Carnival. This event will be held at the St. Paul City Hall from 3:30-5:30 p.m.

COUNCIL FORUM:

Councilor Storm welcomed the beautiful holiday decorations by City Hall and in the River Street Park. She also requested that Administrator Martinson send a reminder to council members about the confidentiality of Closed Council Meetings.

Mayor Johnston noted that he has seen many citizens still showing interest in the murals in River Street Park. He also requested more communication with citizens about encouraging education and attendance at city council meetings.

ADJOURNMENT: Motion by Brunner, second by Hollanitsch to adjourn the regular council meeting at 6:33 p.m. **MOTION CARRIED**

Respectfully Submitted,

Cindy Palm
Deputy-Clerk/Treasurer