

**MINUTES  
REGULAR MEETING  
COOK CITY COUNCIL  
DECEMBER 20, 2012 – CITY HALL – 6 PM**

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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, The Timberjay and Cook News Herald

Acting Mayor Karen Hollanitsch called the regular city council meeting to order at 6:05 PM.

**PUBLIC FORUM:** None

**CONSENT AGENDA:**

- A. Approval/correction of the Regular Council Minutes of November 15, 2012
- B. Approval/correction of the Special Council Minutes of November 15, 2012-2013 Proposed Budget and Levy
- C. Approval/correction of the Special Council/Canvass Board Minutes of November 15, 2012-2012 Election Results
- D. Bill Presentation Presented for payment \$ 221,581.61 Paid since last presentation \$177,569.53
- E. Reporting of the November 2012 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2012	\$ 118,824.79	\$ 1,386,679.58
2011	\$ 115,717.31	\$ 1,326,513.41
	\$ 3,107.48	\$ 60,166.17
- F. Resolution – November 2012 Donations Designated
- G. Airport Operator's Report
- H. Ambulance Service Report
- I. Benchmark Engineering Letter of Interest
- J. Cook Chamber of Commerce Minutes of November 5, 2012
- K. Cook Chamber of Commerce Minutes of December 3, 2012

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

**COMMISSION AND STAFF REPORTS:**

**Airport**

Airport Commission Chair Karen Hollanitsch presented a *revised* Cook Municipal Airport hangar lease for potential hangar owner John Schmelz. Schmelz requested changes to the original hangar lease language which were reviewed by Attorney Mark Weir. Weir felt the changes were not detrimental to the city or the lessee and recommended the changes be made. Weir also included additional language regarding primary purpose be aviation related.

Airport Commission Chair Karen Hollanitsch recommended the Council approve the new lease based on the recommendation of City Attorney Mark Weir.

Hollanitsch explained that all current hangar leases once they are up for renewal will be offered this new lease language.

Motion by Bixby, second by Brunner to approve Cook Municipal Airport hangar lease changes. **MOTION CARRIED**

### **Personnel Committee**

At the November Council Meeting, the council approved a pay grade increase to the part time pay structure for Liquor Store Clerk/Stockers. The Office Assistant position is also in this pay grade and will need to be increased for Pay Equity Compliance with the State of Minnesota.

Motion by Storm, second by Bixby to increase the step structure pay grade for the Office Assistant position to be in comparison with the Liquor Store Clerk/Stockers increase and to meet Pay Equity Compliance with the State of Minnesota. **MOTION CARRIED**

### **OLD BUSINESS:**

Councilor Elizabeth Storm provided an update on the St. Louis County SHIP 2.0 Strategies Program for safety improvements for the City of Cook. The first phase involved the process selection for the City of Cook. Phase two will involve a grant application which will be awarded in January 2013.

The groundwork for the program is based on individuals who utilize the community through a steering committee, council and area residents. The focus is on health and safety while protecting an elderly population in Cook.

Grant funds will facilitate planning by creating an analysis of safety improvements for the City of Cook such as extended sidewalks for walking, speed limit improvements for highway 53, through and approaching Cook, with the new double lane highway. The analysis will then be presented for the next phase of the program.

At the November Council Meeting, the council approved proceeding with a public hearing to allow for public comment regarding a possible bow hunt in the City of Cook. The MN DNR Wildlife Management is scheduled to attend this public hearing on February 28, 2013 at 4:30 PM. Local bow hunters will be asked to attend to share their sport experience.

Northwest Pest Management reported that the pigeons have left the Doug Johnson Recreation Area. The fascia on the community center has been completed causing the pigeons to move back to the Gazebo and the pigeons have been removed. Complete sanitation and a scent blocker were added to the gazebo to keep the pigeons from returning.

### **NEW BUSINESS:**

Motion by Storm, second by Bixby to renew the following licenses for 2013 for The Old Muni Bar and Lounge: On Sale Intoxicating, On Sale Intoxicating Sunday, Off Sale 3.2, and Gaming. **MOTION CARRIED**

Motion by Storm, second by Bixby to renew the following licenses for 2013 for VFW Post 1757: On Sale Intoxicating Sunday, On Sale Intoxicating Club, Off Sale 3.2, and Gaming. **MOTION CARRIED**

The 2013 commission appointments will be held at the January Council Meeting on January 24, 2013. Any questions or request for changes can be addressed to Administrator Martinson prior to this meeting.

## **COUNCIL FORUM:**

Councilor Brunner thanked JPJ Engineer John Jamnick for his dedicated work with the City of Cook. She reported a phone scam that involves requesting money from the elderly and that people should be on the alert for suspicious activity. She expressed Happy Holidays to all.

Councilor Storm commented on the beautiful holiday decorating for City Hall, River Street Park and local residents and businesses. She thanked the Cook News Herald and The Timberjay for good public reporting for 2012. She wishes a Happy New Year and good health to all for 2013.

Councilor Hollanitsch thanked the employees for their dedicated work to the City of Cook for 2012. She expressed that the employee commitment to Cook is exceptional as she realizes the employees work for lower wages and appreciates their dedication.

## **ADJOURNMENT:**

Motion by Storm, second by Brunner to adjourn the regular council meeting at 6:35 PM. **MOTION CARRIED**

Respectfully Submitted,

Cindy Palm  
Deputy Clerk/Treasurer