

**MINUTES
REGULAR MEETING
COOK CITY COUNCIL
MARCH 24, 2011 – CITY HALL – 6 PM**

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

ABSENT: None

OTHERS PRESENT: Administrator-Clerk/Treasurer Theresa Martinson, Deputy-Clerk/Treasurer Cindy Palm, Maintenance Supervisor Bud Ranta, RLK Engineer John Jamnick, Tom Chapman and Sue Martin

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

PUBLIC FORUM:

Sue Martin and Tom Chapman introduced Northwood's Friends of the Arts Group. The group is renting space at Dreamweaver Salon and Day Spa and will display a diversity of arts from local artists in the area. The Spring Art Expo will be held May 13-29 for artistic talents interested in signing up. The group will be looking for sponsorship and membership to support this talented group.

RLK Engineer John Jamnick recommends approval of River Street Streetscape Change Order No. 1 which increases the contract amount by \$1,856.17. An unknown water main was discovered during the construction of the sanitary sewer. It was necessary to cap the water main found to allow construction of the sanitary sewer and construct a new water service. The change order amount does not increase the budget for the project.

Motion by Hollanitsch, second by Bixby to approve Change Order #1 for the River Street Streetscape Project in the amount of \$1,856.17. **MOTION CARRIED**

Lift Station Replacement bids were opened March 24 at 10 a.m. at City Hall. Utility Systems of America had the low bid of \$106,630, KGM Contractors Inc. bid \$117,725 and Wagner Construction bid \$130,000.

Grant funds were received for \$50,000 and the water and sewer replacement fund currently has a balance of \$136,000 that could be utilized to replace the lift station. RLK Engineer John Jamnick will research additional grant funding for demolition of the old sewer plant and water treatment plant.

The current system has safety issues and is costly to maintain. The maintenance department reported that they are "band-aiding" the condition of the lift station. The existing pumps will be salvaged, as they are about 10 years old with a life of 15-20 years. The new lift station will be constructed in the current lot and the old building demolished.

RLK Engineer John Jamnick recommends awarding low bid to Utility Systems of America for \$106,630 for the Lift Station Replacement Project.

Motion by Storm, second by Hollanitsch to award the low bid for the Lift Station Replacement Project to Utility Systems of America for \$106,630 and to utilize the water and sewer replacement fund balance of \$136,000 towards funding of the Lift Station Replacement Project. **MOTION CARRIED**

The Beautification Committee will be deciding on the benches, boulders and trash receptacles for the River Street Streetscape Project.

The Minnesota Department of Health has approached the city with the Wellhead Protection Program and has requested that an advisory board be developed to identify sources of contamination and recommendations for protecting the water supply for the city. This program is prompted by the new well and problems with the old well. Recommendations will be presented to the city council. The Minnesota Department of Health will assist with the first phase of the project and the remaining phases will be the responsibility of the city.

Administrator Martinson reported that there are grant funds through the Minnesota Department of Health for up to \$10,000 for protecting community water supply systems, and would like to apply for abandonment of the old wells and demolition of the old building. Applications are due April 4, 2011.

Motion by Storm, second by Brunner to apply for grant funds up to \$10,000, to the Minnesota Department of Health, for abandonment of the old wells and demolition of the old building. **MOTION CARRIED**

CONSENT AGENDA:

- A. Approval/correction of Regular Council Minutes of February 24, 2011
- B. Approval/correction of the Special Council Minutes of February 24, 2011-Study Session-Utility Rates
- C. Bill Presentation Paid since last presentation \$ 40,986.62
 Presented for payment \$ 54,809.42
- D. Reporting of the February 2011 Liquor Store Sales
 MTD YTD
 2011 \$ 70,312.47 \$ 138,629.61
 2010 \$ 67,846.69 \$ 141,226.90
 \$ 2,465.78 \$ 2,597.29
- E. Airport Operator's Report
- F. Ambulance Service Report
- G. Maintenance Department Report
- H. Recreation Committee Minutes of March 21, 2011

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

COMMISSION AND STAFF REPORTS:

Councilor Hollanitsch reported that for the annual ambulance advisory meeting, language was reviewed and adjusted as needed in the ambulance service agreement. The per capita amounts for each entity were added to the agreement and if townships do not pay the per capita amounts in full then they will no longer be a voting member of the advisory board. Full time residents are numbered by the current census population count and seasonal residents are numbered by the seasonal dwelling counts from the St. Louis County Assessor's Office. The 2010 financials and 2011 budgets were presented and reviewed as well.

Sturgeon Township has requested to be added to the ambulance service board for 2011.

The ambulance advisory board has requested to approve Tim Mankowski as the Ambulance Director at a salary of \$1000 per month (formally \$650 per month) plus on call and run pay. A request is also to split the Assistant Director position between Brian Gramling and Loretta Rankila at \$125 per month for each position plus on call and run pay. The ambulance advisory board also noted that the positions have been promoted within the department.

EMT training is currently being conducted with 15 attendees for the class. The ambulance budget will cover the expense of books and training and will receive partial state reimbursement for 2012.

The city attorney has clarified that the hospital levy funds are to only be used for the purchase of a new ambulance.

The advisory board will contact our legislative representative to try to change the legislative language as these funds are an important part of the budget. \$15,000 has been designated separately for pagers through separate designated capital funds.

The ambulance department would like to purchase two new cots at approximately \$12,500 each with enough funds currently raised to purchase one cot. The old cots will be sold and the funds appropriated towards the new cots.

Motion by Hollanitsch, second by Bixby to approve the 2010 ambulance financials, 2011 ambulance budget, the purchase of two new powered cots at \$12,500 each, approve the new director and assistant director job descriptions and personnel changes and accept the new ambulance agreement and authorize designated representatives to sign. **MOTION CARRIED**

The Fire Advisory Board held the annual meeting and reviewed necessary building repairs, run reports and the 2010 financials and 2011 budgets. There were no township requests for language changes to the Fire Service Agreement.

Insurance will be reviewed for coverage of Cook Volunteer Firefighters when on a service call on the Lake Vermilion Fire Brigade boat.

Motion by Storm, second by Bixby to approve the 2010 fire financials, 2011 budget for and accepting the new fire services agreement and authorize designated representatives to sign. **MOTION CARRIED**

OLD BUSINESS:

Councilor Hollanitsch reported that the Lake Vermilion Trail planning group will meet monthly to develop a non-motorized bike trail from Tower to Cook. Initially, the group will research the cost of development, safety issues and the terrain and there is no current funding in place. The group consists of representatives from Lake Country Power, The Lake Vermilion Resort Association, St. Louis County, USFS, Bois Forte and interested bikers.

NEW BUSINESS:

The Cook Chamber of Commerce has requested permission for the annual Timber Days event to be held June 10-12, 2011. The group has requested a gambling permit to purchase tickets for the coronation and an alcohol permit for a beer wagon at the Doug Johnson Park for softball tournaments. The certificate of insurance is currently being drafted through the agent and was not finalized for this meeting.

Motion by Hollanitsch, second by Bixby to approve June 10-12, 2011 for Timber Days and to issue gambling and alcohol permits for this event contingent on receipt of the certificate of liability insurance.

MOTION CARRIED

COUNCIL FORUM:

None

ADJOURNMENT:

Motion by Bixby, second by Storm to adjourn the regular council meeting at 7:15 p.m.

MOTION CARRIED

Respectfully Submitted,

Cindy Palm
Deputy-Clerk/Treasurer