

**MINUTES
REGULAR MEETING
COOK CITY COUNCIL
APRIL 22, 2010 – CITY HALL – 6 PM**

PRESENT: Acting Mayor Karen Hollanitsch, Councilors Jody Bixby, and Elizabeth Storm
ABSENT: Mayor Dick Edblom, Councilor Dan Manick
OTHERS PRESENT: Administrator-Clerk/Treasurer Theresa Martinson, Deputy-Clerk/Treasurer Cindy Palm,
The Timberjay and Cook News Herald

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

PUBLIC FORUM:

The Water Tower Project had site problems with soft ground this spring and crews continue to move along with the project.

The city logo on the water tower has funding in place to keep the “sawmill” theme portrayed in the entrance signs to the city from Highway 53 north and south. The logo has approximately 10-12 years of longevity before it would need to be replaced. At this time, the logo could be downsized for lack of funding if needed.

The River Street Streetscape plans are being finalized for review by the Minnesota Department of Transportation. The project includes street beautification and to fix the lighting issues along Vermilion Boulevard. The anticipated start day would be after July 4, 2010.

Adjustments to the new well and water treatment plant caused cloudy and light brown water for residents and businesses. Maintenance has flushed water lines and it appears that the problem has been cleared.

Utility infrastructure plans for the new Disabilities Specialist Inc. building have been completed through a development agreement with the business. The project needs authorization to submit for bids to be opened May 18, 2010. Total estimated project cost is \$271,000 to construct infrastructure to the building from the city. A CDBG application needs council approval to be processed for funding of \$50,000. IRR funding is approved for \$200,000. RLK Engineering is currently working on acquiring easements from nearby property owners for utility infrastructure from the city to the new building.

Motion by Storm, second by Bixby to approve application to CDBG for funding of \$50,000 and to authorize RLK Engineering to submit the Utility Infrastructure Project for bids to be accepted and open on May 18, 2010.

MOTION CARRIED

The design for the replacement of the Lift Station Replacement project is moving forward. This is the last major infrastructure part of the project. CDBG grant funding of \$50,000 should be received soon.

The Spectrum Assisted Living and Memory Care Facility is now open and an attractive addition to the community.

In other updates, RLK Engineering is assisting the city with creating a Storefront Loan program for application to IRR for funding.

A cost estimate of \$81,000 was prepared to pave the road near Spectrum from Vermilion Boulevard to the hospital for approximately three blocks. The city may need to create an assessment program for paving improvements where the property owners would be assessed some of the cost.

St. Louis County has listed the River Street bridge to be the 12th worst in the county and that it needs to be replaced. RLK confirmed with the Minnesota Department of Transportation that the City of Cook owns the bridge.

Controls Plus submitted a quote for \$3,455.00 for two variable frequency drives to be added to the existing water plant control panel. Maintenance had the old panel rebuilt because of its good condition instead of the excessive cost of purchasing new. The variable frequency drives were added after the fact as plans changed on the Water Tower project.

Motion by Storm, second by Hollanitsch, to accept a quote for \$3,455.00 for two variable frequency drives at the water plant due to a change in plans for the Water Tower Project. **MOTION CARRIED**

CONSENT AGENDA:

- A. Approval/correction of Regular Council Minutes of March 25, 2010
- B. Bill Presentation Paid since last presentation \$ 70,652.02
 Presented for payment \$ 70,505.61
- C. Reporting of the March 2010 Liquor Store Sales
 MTD YTD
 2010 \$77,363.71 \$215,993.32
 2009 \$71,151.89 \$206,604.13
 \$ 6,211.82 \$ 9,389.19

- D. Airport Operator’s Report
- E. Maintenance Department Report
- F. Chamber of Commerce Minutes of March 1, 2010

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

COMMISSION AND STAFF REPORTS:

In March, the council approved the purchasing of a new PCI compliant fuel system contingent upon 50:50 funding from the State of Minnesota. These funds have been approved from the state and a resolution is needed to execute the grant agreement to receive the funding.

Motion by Storm, second by Bixby to approve a resolution to execute the State of Minnesota, grant agreement for 50:50 funding towards the new airport fuel system. **MOTION CARRIED**

Federal funding requirements were issued requiring the State to certify a Memorandum of Agreement for the Minnesota Unified Certification Program for Disadvantaged Business Enterprises (DBE). This requires that the Cook Airport, a federal fund recipient, participate in the program for offering DBE opportunities to contract and subcontract on the airport projects throughout the State of Minnesota.

Motion by Storm, second by Bixby to approve a Memorandum of Agreement for the Minnesota Unified Certification Program for Disadvantaged Business Enterprises (DBE). **MOTION CARRIED**

The Safety Committee will meet in June to inspect city buildings for safety compliance. The city tornado siren was tested during the month of April for National Tornado Month and has met compliance standards as well.

The Cemetery Committee is advertising for the Cemetery Sexton position with bids being opened on May 10th at 5 p.m.. The Cemetery has compiled a list of maintenance projects and has a clean up weekend scheduled for May 22nd and 23rd.

Cook Hospital Administrator, Al Vogt submitted a letter of error in calculating the Ambulance Levy apportionment. An overpayment to the city of \$6,836.75 was discovered in a recent audit and the auditors' have requested that the overpayment be subtracted from the next distribution rather than being reimbursed via check.

Motion by Bixby, second by Storm to deduct \$6,836.75 from the next Ambulance Levy apportionment.

MOTION CARRIED

OLD BUSINESS:

Attorney Adam Licari notified Administrator Martinson that he did not have any Water Meter Project updates for her this month due to a deadline with another matter. He will address the project next week and have a revised settlement document for city review prior to submitting to the bonding company.

Mayor Edblom resigned from the City Council effective April 1, 2010. The council had not accepted his resignation at the March council meeting and will need to due so or continue to pay mayoral salary for each month not accepted.

Motion by Storm, second by Bixby to respectfully honor Mayor Edblom's resignation effective April 1, 2010.

MOTION CARRIED

Motion by Storm, second by Bixby to appoint Acting Mayor Karen Hollanitsch as an approved signer on all city bank accounts effective April 1, 2010. **MOTION CARRIED**

NEW BUSINESS:

St. Louis County Engineer, Earl Wilkins, requested a resolution be adopted by the City of Cook to approve SAP 69-624-016 for the CSAH 24 road construction project within municipal corporate limits.

Motion by Storm, second by Bixby to approve SAP 69-624-016 for the CSAH 24 road construction project within municipal corporate limits. **MOTION CARRIED**

COUNCIL FORUM:

Councilor Storm voiced her support for the VFW Loyalty Days to be held the weekend of April 30 in honor of former Mayor Darryl Lindgren. She also would like to welcome Disability Specialists Inc. as they prepare to build a larger building as they have outgrown the old space along highway 53.

Mayor Hollanitsch commented on the sewage odor this spring coming from the ponds. This was in relation to the early spring and other communities were dealing with the same problem as well.

ADJOURNMENT:

Motion by Storm, second by Bixby to adjourn the meeting at 6:45 p.m. **MOTION CARRIED**

Respectfully Submitted,

Cindy Palm
Deputy-Clerk/Treasurer