

**COOK CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 25, 2014 – COOK CITY HALL – 6 PM**

TIME AND PLACE: A Regular Meeting of the Cook City Council was held at 6 PM on Thursday, September 25, 2014 at the Cook City Hall.

CALL TO ORDER: Mayor Harold Johnston called the meeting to order at 6 PM.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Mayor Harold Johnston.

ATTENDANCE: Present at roll call was Mayor Harold Johnston and City Councilors Jody Bixby, Kim Brunner and Karen Hollanitsch. Absent was City Councilor Elizabeth Storm. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Cindy Palm, Cook News Herald, The Timberjay and Ruby's Pantry Members Shirley Cheney, Ruth Jacobson and Roger Metsa and ARDC Nicole Peterson.

ADDs/DELETES: Mayor Harold Johnston read into the record the revisions to the original agenda.

Add: Commission and Staff Reports – Cook First Responders Financial Assistance Request

Move: None

PUBLIC FORUM:

Ruby's Pantry – Community Center Use

Representatives of the group were present to request monthly use of the Community Center. The Group is currently located at the Old School known as Redwater Inc. but the building will not be heated or the water on for the colder season starting in November. Other resources for buildings were researched and nothing is available in the City of Cook for what is needed in size.

Mayor Johnston, Maintenance Technician Don Flack and Administrator Martinson met with the Ruby's Pantry representatives to discuss their plan for use of the Community Center and also Councilor Hollanitsch, Maintenance Technician Don Flack and Administrator Martinson met with Recreation Commission Chair Greg Burckhardt and Secretary Tammy Palmer. Concerns were that the forklift used to haul pallets is a potential for damage, due to the building entrance with the uphill sidewalk and overhang. There is currently no heat, electricity or water to the building and interior sheetrock and flooring has not been completed. A timeframe of completion was not available.

Ruby's Pantry representatives offered to provide floor protection or leave the pallets outside to prevent damage to the floor, and entrance, and are not asking to store anything in the building. The group carries insurance and would also be responsible for traffic control outside the building. They would also provide tables and chairs and allow others to use them in the Community Center.

Council members would like to keep Ruby's Pantry in the City of Cook and want to see the community center utilized based on the following:

As long as there are no other options within the community, and as long as the group is adequately insured, the council's intent is to allow Ruby's Pantry to use the Community Center, if heat and water are provided, and the purpose is reasonably possible. The floor must be protected and no fee has been established yet, but may change in the future.

Motion by Brunner, second by Bixby to allow use of the Community Center under the following conditions: As long as there are no other options within the community, and as long as the group is adequately insured, the

council's intent is to allow Ruby's Pantry to use the Community Center, if heat and water are provided, and the purpose is reasonably possible. The floor must be protected and no fee has been established yet, but may change in the future. **MOTION CARRIED.**

Nicole Peterson - Arrowhead Regional Development Commission (ARDC) – Lake Vermilion Trail Opportunity

A grant opportunity is available for the City of Cook for a section of the Lake Vermilion Trail through a MN DNR Parks and Trails Legacy Grant Program – FY 2015 with application due September 26, 2014.

The grant application is for construction of a .5 mile, 10 foot wide, bicycle/pedestrian trail from the intersection of Vermilion Drive and Vermilion Boulevard to the intersection of Vermilion Drive and Hwy 115, which includes a trailhead kiosk and rest stop within the proposal. The City of Cook would be responsible for maintaining this .5 mile segment of trail for 20 years. The remainder of the trail would extend approximately 60 miles along the south shore of Lake Vermilion and ending in Tower.

Funds would be expended by the City of Cook then reimbursement would be requested from the MN DNR. ARDC estimated the project cost, to the City of Cook, to be approximately \$670,000 to be reimbursed, and is based on the 2013 Lake Vermilion Trail Location Study.

The council could pass the opportunity up for 2014, due to the deadline of September 26 and revisit in 2015.

Council members questioned how this grant opportunity would fit into other financial needs of the city. Would the proposed route need to be followed as there is concern on how this trail would fit through residential, commercial and church properties as well as across the Little Fork River along Vermilion Drive.

Council members also felt there are too many unknowns with the trail plan at this time and feel that more research and information is needed for long term planning. The grant amount is a large initial amount and should be separated into separate funding grants for incremental development. A committee should be formed to study this project in depth so this item will be tabled for further research.

John Jamnick - JPJ Engineering Project Updates and CDBG/IRRRB Funding Applications

JPJ Engineer John Jamnick met with Administrator Martinson, Maintenance Supervisor Bud Ranta and Councilor Hollanitsch to discuss the direction of the Comprehensive Planning Process and how it fits in to community needs for CDBG and IRRRB funding application requests which are due in October.

JPJ Engineer John Jamnick recommended applying for CDBG funding for the North River Street Bridge replacement and demolition of the old water plant. The bridge replacement would require design and demolition of architectural buildings and barriers near the bridge. The old water plant wells have been sealed and the building is a potential safety hazard.

Jamnick also recommends applying for IRRRB funding for drainage, ADA accessibility and sidewalk improvements for the City of Cook.

Authority to proceed and apply to CDBG and IRRRB is needed for JPJ Engineer Jamnick, Administrator Martinson and Maintenance Supervisor Ranta.

Motion by Bixby, second by Hollanitsch to grant authority to JPJ Engineer John Jamnick, Administrator Theresa Martinson and Maintenance Supervisor Bud Ranta to make application to CDBG and IRRRB, on

behalf of the City of Cook, for the above mentioned funding application requests for the October deadline.

MOTION CARRIED

APPROVAL OF MINUTES: See Consent Agenda.

CONSENT AGENDA: Motion by Hollanitsch, second by Bixby to approve the Consent Agenda with revised Special Meeting Minutes, August 28, 2014, for Cook Comprehensive Planning notes added.

MOTION CARRIED

- A. Approval/correction of Regular Council Minutes of August 28, 2014
- B. Approval/correction of Special Council Minutes of August 28, 2014 - Cook Comprehensive Planning
- C. Approval/correction of Special Council Minutes of August 28, 2014 -
2015 Proposed Budget & Levy – Streets and Alleys – Preliminary Adoption
- D. Bill Presentation Paid since last presentation \$ 97,639.95
 Presented for payment \$ 58,079.01
- E. Reporting of the August 2014 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2014	\$ 200,337.53	\$ 1,049,432.57
2013	\$ 202,107.81	\$ 1,058,979.09
	\$ (1,770.28)	\$ (9,546.52)
- F. Resolution – August 2014 Donations Designated
- G. Airport Operator's Report
- H. Ambulance Service Report

COMMISSION AND STAFF REPORTS:

Airport

Approval is needed for the MNDOT Resolution and Grant Agreement for the Master Plan and ALP Update Project. S.E.H. Engineer Benita Crow and city staff recommend rejection of the crack sealing bids and to rebid that portion of the project in 2015. The 2015 crack sealing will be funded and allow more crack sealing to be completed than could be in 2014.

Motion by Hollanitsch, second by Bixby to approve the MNDOT Resolution and Grant Agreement for the Master Plan and ALP Update and to reject the crack sealing bids submitted by Asphalt Contractors Inc. (ACI) \$15,500 and Astech and to rebid that portion of the project in 2015. **MOTION CARRIED**

Ambulance

Director Tim Mankowski has submitted his letter of resignation for the Cook Area Ambulance Service effective November 30, 2014. Administrator Martinson has requested approval to accept his resignation, with regret and appreciation, and to authorize Administrator Martinson and City Councilor/Ambulance Chair Karen Hollanitsch to conduct the replacement process.

Motion by Brunner, second by Bixby to accept the resignation of Ambulance Director Tim Mankowski, with regret and appreciation, effective November 30, 2014 and to authorize Administrator Martinson and City Councilor/Ambulance Chair Karen Hollanitsch to conduct the replacement process. **MOTION CARRIED**

Cook First Responder Coordinator, Roger Esterby submitted a letter of financial assistance request to the City of Cook seeking funds to cover the \$2500 cost for a pager, radio and bag with equipment for each of the 9 new first responders.

Motion by Bixby, second by Brunner to approve \$2500 for the cost of a pager, radio and bag with equipment for 1 new first responder and to challenge other boards and townships to contribute as well. **MOTION CARRIED**

Library

An Accordion Performance will be held Wednesday, October 22nd at 1 PM at the Comet Theater by the Cook Public Library. Admission is free of charge to the public and is made possible by the Arrowhead Library System.

Librarian Phillips reported that they are working on updating the library computer and internet policies and the bylaws to submit to the board for review.

Recreation

Quotes were received by Ratai Construction (\$3050) and Aune Keister Construction (\$2800) to install drywall on the high ceiling and outside walls of the Community Center. Aune Keister Construction has the low bid of \$2800 for labor and materials.

Motion by Bixby, second by Brunner to accept the low quote of \$2800 from Aune Keister Construction to install drywall on the high ceiling and outside walls of the Community Center. **MOTION CARRIED**

OLD BUSINESS: None

NEW BUSINESS: None

COUNCIL FORUM: None

ADJOURNMENT:

There being no further business brought before the Council, motion to adjourn at 7 PM was made by Councilor Bixby and second by Councilor Brunner. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723

Harold Johnston, Mayor

Recorder: Cindy Palm, Deputy Clerk/Treasurer

Recorder and Attest: Theresa Martinson, Administrator-Clerk/Treasurer