

**COOK CITY COUNCIL
REGULAR MEETING MINUTES
OCTOBER 24, 2019 – COOK CITY HALL – 6 PM**

TIME AND PLACE: A Regular Meeting of the Cook City Council was held at 6 PM on Thursday, October 24, 2019 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, Karen Hollanitsch and Elizabeth Storm. Also present were Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Stephanie Beaudry, Ambulance Director Tina Rothleutner, Cook firefighter Shane Johnson, The Cook News Herald, and The Timberjay.

ADDs/DELETEs: Add purchase of old County site under New Business

PUBLIC FORUM:

John Jamnick – JPJ Engineering

There are three invoices that need approval from JPJ Engineering. First, invoice #2 for the TH53 Commercial Corridor Project in the amount of \$11,340.00. Invoice #2 for the Library Site Plan in the amount of \$700.00 also needs approval. Lastly, invoice #20 for the River Street Bridge in the amount of \$1,404.90 needs approval. Motion by Hollanitsch, second by Bixby to approve all three aforementioned invoices. **MOTION CARRIED**

Zup's rebuild: Administrator Martinson reminded everyone that parts 2 & 3 of the Zup's rebuild project bid opening is on October 28, 2019. The Council will meet on October 30, 2019, to recognize the received bids.

Library ADA Project: Motion by Hollanitsch, second by Brunner to approve payment of invoice #7316 from Northland Excavating, LLC in the amount of \$33,915 for the Library ADA Project ramp work. **MOTION CARRIED**

Community Center ADA: The City would like to apply to CDBG for ADA improvements at the Cook Community Center. Motion by Storm, second by Brunner to approve Resolution 2019-1024A to apply to CDBG for funding. **MOTION CARRIED**

APPROVAL OF MINUTES: See Consent Agenda

CONSENT AGENDA: Motion by Storm, second by Hollanitsch to approve the Consent Agenda. **MOTION CARRIED**

- A. Approval/correction of the Regular Council Minutes of September 26, 2019
- B. Approval/correction of Special Council Meeting Minutes of September 26, 2019 – 2020 Proposed Budget & Levy – Library and Parks & Beautification
- C. Approval/correction of Special Council Minutes of October 10, 2019 – Sunday extended hours and Zup's rebuild bid awards
- D. Bill Presentation

Paid since last presentation	\$ 193,803.56
Presented for payment	\$ 50,687.02

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E. Reporting of the September 2019 Liquor Store Sales

	<u>MTD</u>	<u>YTD</u>
2019	\$ 114,720.83	\$ 997,662.53
2018	<u>\$ 127,805.09</u>	<u>\$ 1,170,816.01</u>
	\$ -13,084.26	\$ -173,153.48

- F. Resolution – September 2019 Donations Designated
G. Ambulance Service Report

COMMISSION AND STAFF REPORTS:

Airport

Councilor Hollanitsch reported to the council about the meeting with the airport engineers. Discussion at the meeting included completing the airport CIP and obstruction tree removal. The City needs to make appropriate choices with the money that is available. Tree removal needs to be done by January 2019. A positive which was discussed was that the FAA is narrowing down Zone B.

Ambulance

Ambulance Director Tina Rothleutner would like to see the ambulance training officer paid a \$150/month stipend. She stressed that those people who put together training sessions put in a significant amount of prep time and effort. Rothleutner has called around to some other services and their training officers make around \$200/month. The City has never paid those who put together training sessions. The training officer would work with Rothleutner. On average, someone planning a training session would put in between 6-10 hours of work. Rothleutner also shared with the council that September 2019 was the busiest month the service has ever had. Martinson added that this crew is very dedicated. Johnston asked if the prep time has gone up due to newer regulations. Rothleutner didn't think that was the case. Rothleutner will establish criteria for selection of training officer and will open it to the entire crew. Motion by Storm, second by Hollanitsch to give Director Rothleutner the authority to select the appropriate person for training officer and also approve to pay an ambulance training officer a stipend of \$150/month. **MOTION CARRIED**

Broadband

Nothing to report.

Fire Department

Cook firefighter Shane Johnson shared a proposal for the purchase of new turnout gear in the amount of \$21,225.65. Johnson stated that "Universally-sized" turnout gear just doesn't cut it because it doesn't fit well. The gear in the proposal is fitted & tailored therefore making it a little more expensive. Two additional sets have been added to the proposal so that the fire department will have spare gear. There is some grant money coming which will help with the cost. Martinson stated that the turnout gear would be paid by leftover operating budget monies and anything else not covered by grant money would be paid out of the cash fund. Motion by Brunner, second by Storm to approve the purchase of turnout gear at the cost of \$21,225.65 and to utilize stated funds. **MOTION CARRIED.** Johnson went on to discuss the desire to have an outside organization (Minnesota Public Safety Group LLC) provide training for the fire department beginning January 1, 2020. No firefighters on the service want to be a training officer because they are concerned about possible liability issues. The cost would be \$850/month for twelve months. This agreement would cover the department's thirteen training topics. Johnson hopes this will also help with Cook's fire rating. Motion by Brunner, second by Hollanitsch to approve the safety training proposal at a cost of \$10,200. **MOTION CARRIED**

Lake Vermilion Trail

No Report

Maintenance

Some of the city streets and alleys are in need of crack sealing. The maintenance department would like to utilize the St. Louis County program to complete the work. We are asking the County to crack seal their roads that lie in city jurisdiction at the same time that they do ours. We will be using Committed Account monies to pay for this. Council Brunner inquired if the County could do something with the area by 118 Vermilion Drive West on Vermilion Drive due to consistent standing water. Administrator Martinson said she would mention the area to the County. Motion by Bixby, second by Storm to approve utilizing St. Louis County to do our crack sealing and paid with the aforementioned funds with Maintenance Superintendent Flack given the authority to prioritize said roads and dollars used. **MOTION CARRIED**

OLD BUSINESS:

None

NEW BUSINESS:

St. Louis County Public Works site

Administrator Martinson stated that the maintenance department has been without a real building/office for a very long time. The City would like to purchase the old St. Louis County Public Works site on Ashawa Road. It has an appraisal cost of \$190,000. With all the fees, our cost would end of being \$190,673. There will be a lot of space for equipment and an actual office for the maintenance staff. We are hoping this purchase will take place by the end of the year. Motion by Storm, second by Hollanitsch to approve the purchase of the former St. Louis County Public Works site on Ashawa Road (Parcel Code No. 495-0010-00144) with a final purchase price of \$190,673. **MOTION CARRIED**

2020 Election

There will be three elections in 2020: a presidential primary, a primary, and the general election. Each year we have to designate our polling place even if it doesn't change. Motion by Bixby, second by Storm to approve Resolution 2019-1024B designating the Cook Community Center as the City of Cook's polling place for 2020. **MOTION CARRIED**

2019 Audit – WGH proposal


Recommendation to approve the 2019 audit proposal, with expenses not to exceed \$22,950. Motion by Bixby, second by Brunner to approve the Walker, Giroux, and Hahne 2019 audit proposal as stated. **MOTION CARRIED**

COUNCIL FORUM:


None

ADJOURNMENT: There being no further business brought before the Council, Motion to adjourn at 6:40 PM by Storm and second by Brunner. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723



Harold Johnston, Mayor



Attest: Theresa Martinson, Administrator - Clerk/Treasurer



Recorder: Stephanie Beaudry, Deputy Clerk/Treasurer