

**MINUTES**  
**SPECIAL COUNCIL MEETING**  
**RECREATION AND AIRPORT – 2016 BUDGET**  
**COOK CITY COUNCIL**  
**OCTOBER 22, 2015 – CITY HALL – 5 PM**

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**TIME AND PLACE:** A Special Meeting of the Cook City Council was held at 5 PM on Thursday, October 22, 2015 at the Cook City Hall.

**CALL TO ORDER:** Acting Mayor Karen Hollanitsch called the Special Council Meeting to order at 5 PM.

**ATTENDANCE:** Present was acting Mayor Karen Hollanitsch, City Councilors Kim Brunner, Jody Bixby, and Elizabeth Storm. Absent was Mayor Harold Johnston and Airport Coordinator Ernie Seppala. Also present was Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Stephanie Beaudry, Recreation Commission Secretary Tammy Palmer and Member Tom Beaudry, The Timberjay, and The Cook News Herald.

The purpose of this meeting is to hold monthly special study sessions to discuss budget planning for 2016. Study sessions will be held at 5 PM prior to the monthly regular council meetings for the remainder of the year to discuss the budget and levy for 2016.

The October Study Session focuses on the budgets for Airport and Recreation.

**RECREATION**

**Ice Rink**

Last year the ice rink was cleared in January and February. The Commission hopes to have more ice time this year. Fred Reichel will be doing the lights at the rink so people can skate at night.

**Rec Building**

Palmer shared that the building opening date should be around Christmas break or some time in December.

**Fields**

Palmer stated that there is a 3-year rotation with the aglime. She said that it is to be put down in 2016. Councilor Brunner asked if the rotation could be lengthened since the school isn't using the fields anymore. Councilor Storm asked where the aglime came from. Palmer stated that it comes from Shakopee. Councilor Hollanitsch asked if there is a closer source to help bring down cost. Palmer is going to look into that. Administrator Martinson is also going to inquire with other towns, as well.

**Security System**

Palmer stated that the systems is up and running. She is wondering who will monitor the system. Councilor Hollanitsch suggested maybe getting a recommendation from the county.

**Pavilion**

Palmer stated that the pavilion was scheduled to be power washed in 2013; it still has not been done. This really needs to be addressed. She was wondering if it could be done at the same time as the gazebo in the City Park.

### **Weed Control**

Councilor Brunner stated that the weeds at Doug Johnson look pretty bad. Administrator Martinson suggested that perhaps the city hire a seasonal individual for mowing and lawn care.

### **Playground**

Councilor Storm stated that the playground is used a lot.

Palmer stated that the wood border is pushing up; some has been removed for safety reasons. Palmer is looking into a solution. She stated additional pea rock needs to be added. Councilor Storm questioned why pea rock was chosen. Palmer said rubber can't be used anymore due to safety concerns and pea rock was an affordable alternative.

The Friends of the Parks group has raised money for two spring-loaded "riders" for the playground. The recreation board would also like to extend one side of the park to make room for a "joint swing". This is a swing where a parent/adult can ride on one side and a toddler/child can ride on the other side. The cost of the swing is \$1200.

### **Utilities**

Electricity and heat are up and running in the building.

### **Salaries**

The Recreation Commission is recommending two positions: a Recreation Director and a Recreation Attendant. Palmer stated that she would like to see the Rec Director do the programming, marketing, scheduling, and inventory, while the Rec Attendant would take care of such things as cleaning and working events.

Councilor Hollanitsch felt that perhaps one person could do both jobs. Councilor Storm requested that the commission bring the council job descriptions before they could make any decisions about possible positions for the park.

### **Draft of Policies**

Palmer stated that the council had previously approved fees for baseball field use but it has not been enforced. Councilor Hollanitsch asked if the fees were comparable to the fees other cities charged. Administrator Martinson said that City Hall could check with other cities about their fees. Councilor Brunner questioned the rates of usage for townships that don't support the City of Cook and whether that was an acceptable practice.

### **Revenue**

Palmer stated that the revenue from concession sales will be minimal. There was also talk of Ruby's Pantry maybe utilizing the Community Center, although it most likely will stay at the old school. Reviving the former Summer Recreation Program for elementary-aged kids is also an opportunity for revenue.

Councilor Storm thanked the Recreation Commission for all of their hard work. She thanked the CBC staff for volunteering their time to put down flooring in the Community. She also asked if the commission has thought about putting in a putting green at the park. The idea of Disc Golf was also brought up for the future.

## AIRPORT

Coordinator Seppala was absent from the meeting, so Administrator Martinson shared information about the budget. She stated that there aren't too many changes to the budget, although contract services is higher. Councilor Hollanitsch stated that they are working with SEH for the Master Plan.

Administrator Martinson stated that Seppala would like to see additional storage; currently there is equipment that is sitting outside that needs to be housed in a building.

The apartment is rented. Rent is \$600/month. The apartment is in really good shape. Councilor Bixby asked if there could be a percentage increase added into the rental contract so the Council wouldn't have to approve increases on a regular basis. Administrator Martinson also said they should look at hangar leases at the same time to make sure the costs are comparable.

## **ADJOURNMENT:**

There being no further business brought before the Council, motion to adjourn at 5:57 PM was made by Councilor Storm and seconded by Councilor Bixby. **MOTION CARRIED**

CITY OF COOK – Cook, MN 55723

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Acting Mayor, Karen Hollanitsch

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Recorder: Stephanie Beaudry, Deputy Clerk/Treasurer

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Attest: Theresa Martinson, Administrator-Clerk/Treasurer