MINUTES
REGULAR MEETING
COOK CITY COUNCIL
OCTOBER 25, 2007 – 6 PM – COOK CITY HALL

PRESENT: Mayor Dick Edblom, Councilors David Danz, Karen Hollanitsch, Dan Manick and Elizabeth Storm

ABSENT: None

OTHERS PRESENT: Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Lynda Hanninen, Airport Coordinator Tom Woock, Parks and Recreation Secretary Tammy Palmer, The Timberjay and the Cook News Herald

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

Mayor Edblom thanked Councilor Manick for performing as Acting Mayor at the September 27, 2007 Council Meeting.

Motion by Storm, second by Hollanitsch to approve the Consent Agenda as follows:

A. Approval/correction of Regular Council Minutes of September 27, 2007
B. Acceptance of the September Police Department Report.
C. Reporting of the September Liquor Store Sales

	MTD		YTD
2007	$107,074.64		$985,555.77
2006	$118,303.89		$971,660.03
(-)	$ 11,229.25	(+)	$ 13,895.74

D. Bill Presentation

Paid since last presentation	$ 67,886.01
Presented for payment	$ 59,574.63
	$127,460.64

E. Department of Health Letter
F. October 2007 Airport Operator's Report
G. Airport Commission Minutes of October 18, 2007
H. Parks and Recreation Minutes of October 22, 2007
I. Friends of the Library Quarterly Report
J. Safety Committee Minutes of September 24, 2007

Aye: Mayor Edblom, Councilors Danz, Hollanitsch and Storm
Nay: None
Abstain: Councilor Manick
MOTION CARRIED

Councilor Hollanitsch updated regarding the airport. Councilor Hollanitsch and Administrator Martinson attended the 2007 AirTAPP Fall Forum in Brainerd on October 16 and 17, 2007. Staff from MNDOT will be meeting with the City of Cook regarding the Capital Improvement Plan. Bill Fischer inquired whether the parking fee at the airport for his airplane was a fair fee compared to hangar owners. The Airport Commission did not feel that this issue needed to be addressed. This aircraft is non-flyable and is not licensed by the State of Minnesota.

Six airport tractor bids were received. These bids were opened and are as follows:

Fritz Lundin	**$2,910.50**
Charles E. Scott	**$2,900.50**
Jeff Maus	**$2,612.00**
Tory Watne	**$2,505.00**
Karl Summers	**$2,387.46**
Arvid Lokken	**$2,306.00**

Motion by Hollanitsch, second by Storm to accept the highest bid for the tractor from Fritz Lundin in the amount of $2,910.50. **MOTION CARRIED**

Administrator Martinson thanked the Friends of Aviation for their dedication and for the cleanup of the Arrival/Departure Building at the Airport.

A motion is needed to approve the resolution and agreement between the State of Minnesota Department of Transportation and the City of Cook for the grant agreement for airport maintenance and operation of the Cook Municipal Airport in the amount of $14,855 which includes an additional amount of $1,601 for the crosswind runway maintenance for the State fiscal years of 2008 and 2009.

Motion by Storm, second by Manick to approve Resolution 071025A between the State of Minnesota Department of Transportation and the City of Cook for the grant agreement for airport maintenance and operation of the Cook Municipal Airport in the amount of $14,855 which includes an additional amount of $1,601 for the crosswind runway maintenance for the State fiscal years of 2008 and 2009. **MOTION CARRIED**

Discussion was held regarding the need to approve a contract amendment between the City of Cook and S.E.H. Engineers. This contract amendment includes an Environmental Assessment of the proposed runway extension and parallel taxiway at the Cook Municipal Airport. The Environmental Assessment needs to be completed before any further funding is given. The fee for the Environmental Assessment will be $48,200. Application for funding will be done with the State of Minnesota at 70/30 funding. Federal funding at 95/5 will be given once the completed Justification Report is accepted. State of Minnesota funding is guaranteed once the Environmental Assessment is complete.

Motion by Manick, second by Hollanitsch to approve applying for the State grant at 70/30 funding for the Environmental Assessment. **MOTION CARRIED**

Motion by Storm, second by Danz to approve the contract amendment with S.E.H. Engineers to include the Environmental Assessment based on grant approval from the State of Minnesota. **MOTION CARRIED**

Councilor Hollanitsch stated that she had questioned a contractor at the 2007 AirTAPP Forum regarding the Environmental Assessment fee cost of $48,200 and whether this fee is excessive. The contractor responded that this fee was acceptable.

Administrator Martinson stated that the Justification Report was shared with Airport Coordinator Tom Woock and the Airport Commission.

The Federal Aviation Administration has reviewed the Airport Layout Plan. The land that was removed from airport property and put as City property for development was questioned. The FAA is concerned that there is a security issue. This land needs to be identified as airport property.

Motion by Manick, second by Storm to release the City property at the airport that was for development and return it to airport property. **MOTION CARRIED**

Airport Coordinator Tom Woock stated that fuel sales surpassed last year by 1,000 gallons.

Discussion was held regarding a $50,000 grant Parks and Recreation received from Iron Range Resources for the new Community Center Building. Tammy Palmer and Greg Burckhardt lobbied in St. Paul. The Council thanked Tammy Palmer and Greg Burckhardt for their dedication to the City of Cook Parks and Recreation. These grant dollars can only be used for the new construction. Chris Ismil completed the grant application and the Council also thanked him for his time.

Motion by Storm, second by Hollanitsch to approve by Resolution 071025B the Iron Range Resources $50,000 grant for the Parks and Recreation new community building. **MOTION CARRIED**

Councilor Manick stated that Sheldon Sandberg has post chain linked fencing that he would like the City to purchase for the Doug Johnson Recreation Center. Tammy Palmer stated that there are not enough funds in the Parks and Recreation budget to purchase the fencing at this time. Parks and Recreation would also like to do the backstop for the t-ball field. Sheldon Sandberg has volunteered his services to do the backstop. Most of the labor to do the backstop will be done by volunteers. A request was made to add the backstop to the 2008 Parks and Recreation budget.

Discussion was held in regards to waiving building rental fees for community organizations. The Boy Scouts and Girl Scouts help clean up the City. Councilor Storm requested a list of community organizations that will have fees waived. Mayor Edblom questioned who will be responsible for them when they are utilizing the building. Administrator Martinson replied that they are let into the building and the building is inspected once a group leaves. Tammy Palmer stated that the rental fees will be waived for the existing building, but will be reviewed when the new building is constructed.

A Certificate of Deposit has been opened at the Cook Area Credit Union in the amount of $15,177.63 for the Parks and Recreation building fund.

Tammy Palmer stated that Parks and Recreation have $14,926.74 in funds for playground equipment. She is presently applying for a Lake Country Power Operation Roundup Grant for playground equipment.

Discussion was held regarding the installation of playground equipment. The ground needs to meet code and will be inspected.

Councilor Hollanitsch questioned if a roster of the number of children utilizing the Recreation Center and where they live was developed. Parks and Recreation has stated that they oppose asking for donations from the townships for playground equipment.

Administrator Martinson stated that the school district is willing to talk with the City regarding Parks and Recreation. Councilor Danz stated that he is not in favor of asking for financial support and feels that the facility is owned by the City; therefore, should be taken care of by the City.

Administrator Martinson stated that the City should be thankful for the townships. They have supported the library, ambulance service, fire service and the airport.

Councilor Danz questioned who would be responsible to ask for donations from the townships. Tammy Palmer stated that Parks and Recreation would be willing to do this.

Councilor Storm stated that the City has sent letters to the townships in the past asking for donations.

Discussion was held regarding the Lake Country Power Operation Roundup grant application. Tammy Palmer stated that she needs to state on this application the amount of money Parks and Recreation currently has for playground equipment and what the City is going to match. The local representative for Lake Country Power is Sue Gustafson. Administrator Martinson stated that the Operation Roundup Board makes the decision of who receives grant dollars.

Administrator Martinson stated that she feels that it is important for the City to support the playground equipment project. Friends of Aviation have become a non-profit organization and donations can be tax deductible.

Mayor Edblom stated that materials have been scrapped and sold and the monies received will cover the $600.00 cost to purchase the fencing for the Recreation Center from Sheldon Sandberg.

Administrator Martinson gave a Police reminder to the community that the No Parking signs from 2 AM – 6 AM on River Street for street sweeping and snow plowing will be enforced.

Councilor Storm updated regarding Emergency Preparedness. The Ambulance Service is in dire need for more EMT's. The City currently does not have enough EMT's to do a transfer during the day. Councilor Storm also commented regarding Officer Nylund's concerns about River Front Park. Northern Lights will be surveying the property lines at River Front Park.

Discussion was held regarding emergency readiness. Councilor Storm suggested to everyone to take precautions and to go to the website codeready.com. She stated that this will instruct you regarding what telephone numbers to have and what a person should take with them in the event of an emergency.

Administrator Martinson commented regarding the railroad wanting to get water from the City recently. Council members had been contacted regarding this. The Council should have a listing of all department heads telephone numbers. In the case of a non-emergency maintenance/utility situation, Bud Ranta should be contacted. If it is an emergency situation, 911 should be contacted. Dispatch will alert the police who will call the maintenance department.

Ambulance Director Penny Buckingham provided an ambulance report for the Council.

Motion by Manick, second by Danz to approve the First Baptist Church substantial completion of the utility lines. **MOTION CARRIED**

Mayor Edblom updated regarding a meeting held on Tuesday, October 22, 2007 with Labco. Labco has been given a deadline date of November 30, 2007 to correct problems that exist with water meters, radios and water valves. If the existing problems are not resolved by this date, legal action may be taken.

Councilor Danz attended a meeting with the Commissioners Advisory Task Force on the proposed Lake Vermilion State Park. There are 3,000 acres of land for a park at the east end of Lake Vermilion. The City of Tower has passed a Resolution in favor of the park. Councilor Danz will schedule a meeting for the DNR to show a power point.

Councilor Manick stated that he feels that it is time for Parks and Recreation to grow.

Councilor Storm thanked business owners and residents who are improving their properties. She stated that beautification is happening and everything is looking very nice.

Councilor Danz stated that he wants as part of the upcoming budget meeting, the paving of some streets as it is an elemental part of a good community to have paved streets.

A Budget meeting will be held on November 8, 2007 at 5 PM.

Motion by Storm, second by Edblom to adjourn the meeting at 7:43 PM. **MOTION CARRIED**

Respectfully submitted,

Lynda Hanninen
Deputy Clerk/Treasurer