

LONGVILLE CITY COUNCIL
MEETING MINUTES UNAPPROVED
Wednesday, April 17, 2024

Mayor Jocko Kline called the regular scheduled meeting of the month to order on Wednesday, April 17, 2024 at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Phyllis Eck, Neil Tobiason, Greg Gilsrud and Nathan Tabaka. City Clerk/Treasurer: Christina Herheim, Deputy City Clerk: Mary Olson. Employees: Sara Putnam, Nancy Raines and Dean Murray. Citizens: Steve Shallbetter, Paul Harwig, Matt Krueger and Jon Roscoe

1. M/S/P: Eck/Tabaka to approve agenda for Wednesday, April 17, 2024.
2. M/S/P: Gilsrud/Eck to approve Regular City Council Meeting Minutes of March 20, 2024.
3. New Business:
 - a. M/S/P: Tabaka/Tobiason to approve Resolution No. #41724 Accepting Donations from the following:
 - \$500.00 for the Stuart Park Ice Skating Rink from St. Edwards Catholic Church.
 - \$250.00 for the Stuart Park Ice Skating Rink from Wabedo Township.
 - \$1,000.00 for the Longville City Park from Wabedo Township.
 - \$500.00 for the Stuart Park Ice Skating Rink from Kego Township.
 - \$1,000.00 for the Stuart Park Handicap Project from Kego Township.
 - \$3,000.00 for the Longville City Park from Kego Township.
 - \$1,500.00 for the Longville Ballfield from Kego Township.
 - b. Jon Roscoe, representing Miller McDonald presented the 2023 Audit Report. Mr. Roscoe summarized the audit report. It was noted that the City of Longville had a good year with good reserves. The Council had no questions.
4. Licenses and Permits:
 - a. M/S/P: Eck/Tobiason to approve the Longville Area Community Foundation Gambling Application/Permit for an event to be held on September 28, 2024.
 - b. M/S/P: Gilsrud/Eck to approve the Vendor Application for Jamie Walker -Baja Hut for July 4, 2024.
 - c. M/S/P: Tabaka/Eck to approve the Vendor Application for Tommy Woog/Water Wars for July 4, 2024.
 - d. M/S/P: Eck/Tabaka to approve a Liquor Permit request for Sara Kopca and Mary Kopca for an event at Stuart Park Pavilion on June 2, 2024.
 - e. M/S/P: Gilsrud/Tobiason to approve Shane and Trish Emerson's request for a Liquor License renewal for the Woodpile.
 - f. M/S/P: Gilsrud/Tobiason to approve Dollar General's request for Tobacco License renewal.
 - g. M/S/P: Gilsrud/Tobiason to approve One Stop's request for Liquor and Tobacco License renewal.
 - h. M/S/P: Gilsrud/Tobiason –to approve the request for Tabaka's Family food Liquor and Tobacco License renewal. Tabaka abstained.
 - i. M/S/P: Gilsrud/Tobiason – to approve the request for Patrick's Fine Dining Liquor License renewal. Tabaka abstained.
5. Old Business: Nothing to report.

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6. Citizens addressing the Council:
 - a. M/S/P: Gilsrud/Tobiason to approve the Longville Lions Club replacing the City benches with new benches. This will be an on-going effort with two being replaced this year. The five-foot benches will be made out of weather resistant recycled plastic. They will be engraved Longville Lions Club with one of the benches being a memorial bench.
7. Engineer's report: Nothing to report.
8. Commissioner's Reports:
 - a. Kline
 - i. Police: No report given. Sheriff's office unable to attend meeting.
 - ii. Ballfield: Maintenance Department will be starting Spring clean-up to get field ready.
 - iii. Park: Grant applications have been completed and sent for the new handicap accessible equipment project for the City Park. The City will wait for responses from those applications. Big thanks to Colleen Moravek and Beth Tobaison for working through this process for all of the applications.
 - b. Eck
 - i. Library:

There was no Library meeting held.

There was no Regional Library meeting held.
 - iv. Cemetery: Maintenance Department will be starting Spring clean-up.

Council member Eck addressed the board to discuss ideas to attract local entrepreneurs and new businesses to the City of Longville. There are a number of vacant stores/buildings that are sitting empty on Main Street or aren't helping produce foot traffic throughout town. Business owners and entrepreneurs that are looking for funding/help to start-up their business can contact the MN Investment Fund Program and the Minnesota Department of Employment and Economic Development (DEED) to assist in answering questions and guidance in this process.
 - c. Tobiason

M/S/P: Gilsrud/Eck to approve resolution authorization to execute Minnesota Department of Transportation grant agreement for airport improvement excluding land acquisition for the snowblower.

 - i. Airport: Approximately 7268 gallons of fuel on hand. The selling price is \$4.60 per gallon.
 - a. **Maintenance:** The PAPI lights for the Runway 13 are out of service. A Notice to Air Mission (NOTAM) has been issued. One runway edge light needs repair.
 - b. **Zoning Ordinance Project:** The Joint Airport Zoning Board (JAZB) is waiting for MnDOT's comment on the Ordinance and is expecting to meet again in June of this year, 2024.
 - c. **PAPI Light Obstruction Clearing:** Should begin the week of April 22, 2024.
 - d. **State Grant Awarded:** Received the grant for the snow blower attachment for the skid steer; but not for the boom-sprayer. The boom-sprayer did not qualify, due to not meeting the \$5,000.00 minimum grant size. The Airport Advisory Board recommends purchasing the boom-sprayer using Airport funds. The cost would be approximately \$1,626.00

M/S/P: Tobiason/Eck to approve Airport Funds in the amount of \$1,626.00 for the purchase of a boom-sprayer for the Airport.

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- e. **2024 Projects** – Short, Elliott and Hendrickson, Inc. (SEH) will be presenting the bid results for the 2024 projects at the May Council meeting.
- d. Tabaka (ABSENT)
 - i. Sewer – Received a Certificate of Commendation from State of MN for sewer operations.
 - ii. Land Use: Land Use Permit/Application received from Shane and Trish Emerson, Woodpile, LLC for an 8x12 foot storage shed to be located on their property on Hwy 5.
- e. Gilsrud
 - i. Streets: Letters will be sent out addressing the improvement project that will start this Spring on Journey’s End Road, Alpine Drive and Pine Drive. Surveying of the area has already started, the next step will be replacing the sewer line on Alpine Drive and paving will follow that at a date to yet be determined. Any questions or concerns can be addressed by contacting the City Maintenance department.
 - v. Liquor: LLBS: Manager Raines will be attending the conference in Alexandria. Sales are holding steady. The Longville Bottle Shop and the Docksider will be participating in the Paws and Claws event to be held on May 4, 2024 at the Docksider.
 - ii. Docksider: M/S/P: Gilsrud/Tobiason to approve the work proposal received from Mid-State Insulation, Inc. for the roof repair/work on the Docksider. Manager Putnam will be attending the conference in Alexandria, MN.
- 9. Clerk’s Report: Clerk Herheim noted that a report pertaining to Sales and Use tax was incorrectly formulated after a software update and the amount paid to the Minnesota Department of Revenue was inaccurate and too much. The City will receive a refund for the difference. The software company has fixed the problem with a new update.
 - a. M/S/P: Eck/Tabaka to approve a donation to the Woodtick Wheelers in the amount of \$200.00 (Longville Bottle Shop \$100.00 and the Docksider \$100.00)
- 10. Employee Relations: Nothing to report.
- 11. Administration and Financial:
 - a. M/S/P Gilsrud/Tobiason to approve Payroll, Payroll liabilities and claims from check #73030 -73101 in the amount of \$177,288.13 Debit Card amount of \$123.43 totaling \$177,411.56.

M/S/P: Tabaka/Tobiason to adjourn meeting at 4:45 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer

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