

LONGVILLE CITY COUNCIL
MEETING MINUTES UNAPPROVED
Wednesday, April 19, 2023

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, April 19, 2023, 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: Christina Herheim, Deputy City Clerk: Mary Olson. Employees: Sara Putnam, Nancy Raines and Dean Murray. Citizens: Steve Shallbetter, Jon Roscoe, and Seth Robison from the Cass County Sheriff's office.

1. M/S/P: Eck/Tabaka to approve agenda for April 19, 2023.
2. M/S/P: Gilsrud/Tobiason to approve Regular City Council Meeting Minutes of Wednesday, March 15, 2023.
3. New Business:
 - a. M/S/P: Eck/Gilsrud to approve Resolution No. 41923 – Resolution Accepting a Donation to the City:
 - i. \$1,500 from Kego Township for Ballfield
 - ii. \$3,000 from Kego Township for Stuart Park
 - iii. \$1,000 from Wabedo Township for Stuart Park
4. Licenses and Permits:
 - a. M/S/P: Gilsrud/Eck to approve Liquor/Tobacco License Renewals for One Stop, Tabaka's, Docksider and LLBS, Liquor License for Patrick's and the Woodpile, and Tobacco License for Dollar General. Tabaka abstained.
 - b. M/S/P: Eck/Tobiason to approve Liquor Permit request from Susan Budzien for a Celebration of Life at Stuart Park Pavilion on 6/24/2023.
 - c. M/S/P: Eck/Tobiason to approve Liquor Permit request from Dan and Deb Stock for a 50th Wedding Anniversary Party at Stuart Park Pavilion on July 22, 2023.
5. Old Business:
 - a. Discussion regarding the Birch Lane Easements: Tabaka's agree to the easement for Birch Lane across their properties for the current width of the road, 10 feet from center. Gilsrud questioned whether snow removal would be an issue and Tabaka assured the Council there would be no objections or change to the current snow removal operations.
6. Citizens Addressing the Council: Jon Roscoe, representing Miller McDonald presented the 2022 Audit Report. Roscoe summarized the audit report. It was noted that the City had a good year with good reserves. The Council had no questions.
7. Engineer's report: None
8. Commissioner's Reports:
 - a. Kline
 - i. Police: Officer Robison addressed a question regarding the number of dogs that are wondering around City limits. Robison stated the pet owners should be following the City Ordinance 91.02 – 91.05 which states: *Running at large prohibited. It shall be unlawful for the dog or cat of any person who owns, harbors or keeps a dog or cat, to run at large. A person, who owns, harbors or keeps a dog or cat which runs at large shall be guilty of a misdemeanor. Dogs or cats on a leash and accompanied by a responsible person or accompanied by and under the control and direction of a*

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responsible person, so as to be effectively restrained by command as by leash, shall be permitted in streets or on public land unless the City has posted an area with signs reading "Dogs and Cats Prohibited." Any animal running at large is hereby declared a public nuisance. Any Animal Control Officer or Police Officer may impound any dog or other animal found running at large and shall give notice of the impounding to the owner of the dog or other animal, if known. If problem continues Robison informed Council they would contact the pet owners. Council had no other concerns.

- ii. Ballfield: No report
- iii. Park: No report.
- b. Eck
 - i. Cemetery
 - 1. City Maintenance Department has rented a stand-on blower to clean up the cemetery during the week of May 8 through May 12, 2023. Weather permitting. Notices will be posted informing residents and visitors to the cemetery not to leave flowers or plants before or during this time of clean-up.
- c. Eck/Tobiason
 - i. Library
 - 1. Next scheduled Regional Library meeting will be held May 4, 2023.
 - 2. City and Library Staff to schedule a Contractor's meeting to discuss Library expansion. Date to be determined. Groundbreaking Ceremony for the new Library expansion will be scheduled after the Contractor's meeting takes place.
- d. Tobiason
 - i. Airport:
 - 1. Approximately 3980 gallons on hand. The selling price is \$4.99 per gallon.
 - 2. Steve Shallbetter reported:
 - a. Maintenance: No issues to report.
 - b. Zoning Ordinance Project: SEH met the City Clerk and Steve Shallbetter to outline the process necessary to move forward with the project. The first step is to recall and/or create a Joint Airport Zoning Board (JAZB). To create a new JAZB Board, the City will contact the County and Townships within the proposed airport zoning boundaries and invite them in writing to join the JAZB. Certified letters will be sent to Cass County, Kego Township, Wabedo Township and Inguadona Township.
 - 3. Airport Advisory Board: Met on April 11, 2023, at 3:00 pm:
 - a. Discussed replacing the existing beacon with an LED and adding it to the Capital Improvement Projects (CIP) for 2024.
 - b. Reviewed sketches provided by SEH for the departure end turn-out for runway 31 that is scheduled for CY2024. The board supports beginning the design process.
 - c. EMV card reader is expected to be available the second quarter of this year, 2023, and that Wi-Fi will need to be installed on the ramp to support the reader. A Wi-Fi contractor has been contacted for estimates/quotes. This project will be funded by CRRSA funding.
- e. Gilsrud
 - v. Liquor:
 - 1. LLBS: Manager Raines received an award for "Best Innovation" from the Minnesota Municipal Beverage Association (MMBA) for her innovative beer can wrap as part of the Purse Bingo Fundraiser Event held on March 11, 2023. The event was the biggest fundraiser the Fire Department has ever held.
 - 2. Manager Raines and Manager Putnam will be involved with the Paws and Claws event that will be held on June 3, 2023.
 - 3. Everything going well.

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4. Docksider: Manager Putnam reported:
 - a. A water pipe burst in the back room of the bar, repairs have been made.
 - b. The floors at the Docksider have all been stripped and waxed.
 - c. A Comedian is scheduled for May 12, 2023 to perform at the Docksider.
 - d. Music entertainment is scheduled for June, 10, 2023.
 - e. Putnam reported that other local music artists have reached out to her to perform at the Docksider.
 - f. Tabaka
 - i. Sewer – City of Longville Wastewater Treatment Plant was awarded a Certificate of Commendation for recognition of exceptional compliance with its Minnesota Pollution Control Agency NPDES/SDS wastewater permit during the 2022 review period.
 - ii. Land Use –
 1. Land Use – Donna Pichard, TruNorth Solar/Salem Lutheran Church – 45.12 KW/AC ground-mounted solar array next to parking lot of church. Square footage: 3313, Height: 9’3”.
 - g. Gilsrud
 - i. Streets –
 1. Birch Lane Traffic Detour was discussed. Traffic will need alternate ways to get around during the different phases of construction along Birch Ln. Tabaka, Eck and Maintenance supervisor Murray will work on this to get a plan in place for each phase.
 2. Timeline for parking lot paving for LLBS and the Docksider will be scheduled this fall after Labor Day.
 9. Clerk’s Report –
 - a. Chamber Spring Dinner, April 25, 2023, to be held at the Anchorage.
 - b. City Clerk met with a Cass County Sheriff’s official, Chamber of Commerce and other groups involved to develop a new route for the 4th of July Parade. The new map was presented to the Council.
 10. Employee relations
 - a. M/S/P: Gilsrud/Tabaka: to table the discussion until the June Council meeting regarding a proposal from MetLife Insurance for Short-Term Disability for full-time employees.
 - b. M/S/P: Eck/Tabaka: approve Vacation Request for Dean Murray
 11. Administration and Financial:
 - h. M/S/P: Gilsrud/Tabaka approve Payroll, Payroll liabilities and claims from check #72098-72173 in the amount of \$170,940.99 Debit Card amount of \$489.25 totaling \$171,430.24.
- M/S/P: Tabaka/Gilsrud to adjourn meeting at 5:13 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer

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