

LONGVILLE CITY COUNCIL
MEETING MINUTES UNAPPROVED
Wednesday, April 20, 2022

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, April 20, 2022 at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Phyllis Eck, Neil Tobiason, Nathan Tabaka and Greg Gilsrud. City Clerk: Christina Herheim. Deputy City Clerk: Dianne Larson. Employees: Sara Putnam and Nancy Raines. Citizens: Steve Shallbetter, Carol Johnson, Jon Roscoe, Laura Flohaug, Roy Flohaug, Bob Yochum, Colleen Lasher, Phil Blatt, Edward Pommier and Deputy Jon Bieloh representing Cass County Sheriff's office.

ABSENT: Dean Murray

1. M/S/P: Gilsrud/Tabaka to approve agenda of Wednesday, April 20, 2022
2. M/S/P: Eck/Tobiason to approve Regular City Council Meeting Minutes of March 16, 2022.
3. New Business:
 - a. M/S/P: Eck/Tabaka to approve Resolution #42022 Accepting Donations:
 - i. \$1500 from Kego Township for Ballfield
 - ii. \$3,000 from Kego Township for Stuart Park
 - iii. \$1,000 from Wabedo Township for Stuart Park
 - b. M/S/P: Gilsrud/Eck to Approve Resolution to Adopt Cass County All-Hazard Mitigation Plan
4. Licenses and Permits:
 - a. M/S/P: Tobiason/Gilsrud to approve Liquor/Tobacco License Renewals for One Stop, Tabaka's, Docksider and LLBS, Liquor License for Patrick's and Tobacco License for Dollar General. Tabaka abstained
 - b. M/S/P: Tabaka/Eck to approve Vendor Permit for Hunter's Grill Mobil for July 4, 2022
 - c. M/S/P: Gilsrud/Eck to approve Liquor Permit request from Susan and Gerard Budzien for Family Reunion at Stuart Park Pavilion on 6/4/2022.
5. Old Business:
6. Citizens addressing the council:
 - a. Bob Yochum addressed the council to request early extension of Lease Agreement between the City of Longville and the Snowmobile Club for the Snowmobile building so that they may proceed with some capital improvements. M/S/P: Gilsrud/Tobiason to approve.
 - b. Phil Blatt, architect for the Library construction project, addressed the council to inquire when the council would like to review bids for the project. The Council asked that final plans be presented at the next Council meeting (May 18, 2022) after approval the project may be put out for bids. Blatt is to inform contractors that a Performance Bond may be required. Clerk Herheim informed everyone that they may do a Lien Release in lieu of a Performance Bond. Bids may be presented to the Council at the June 15, 2022 meeting.
 - c. Jon Roscoe, representing Miller McDonald presented the 2021 Audit Report. Roscoe explained changes that had been made to the report and summarized the audit report. It was noted that the City had a good year with good reserves. The Council had no questions.

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- d. Carol Johnson, representing the Longville Area Community Garden project provided the following update:
 - i. Last year there were 60 gardeners; this year there will be 80 gardeners. Gardeners pay a minimal amount for their plot. There was lots of produce last year.
 - ii. They are adding:
 - 1. An orchard
 - 2. 2 dog parks; one for small dogs, one for large dogs
 - 3. A walking path around the perimeter
 - iii. The garden is handicapped accessible, is self-contained and self-watering.
 - iv. They have paid out nearly \$38K through donations and grants and have enough dollars to complete the projects noted above.
 - v. There were no questions, and Council agreed they'd done a great job.
- e. Ed Pommier address the Council with the following concerns/questions:
 - i. Suggested putting locks on the porta-potties after Docksider hours to help avoid vandalism.
 - ii. Pommier inquired about any issues with caffeine in the sewer system. The Council and Commissioner Tabaka did not know of any issues.
 - iii. Pommier asked if the airport runway lights are affected by power outages. Shallbetter confirmed that when the power goes out, the airport runway lights go out as well; pilots are notified by NOTAM if there is a power outage affecting runway lights. Pommier asked if it was possible to apply for a grant for back-up electricity. Shallbetter will check to see if stand-by power units would be eligible.

7. Engineer's report.

8. Commissioner's Reports:

- a. Kline
 - i. Police. Monthly reports were provided to the Council. Officer Bieloh reported they are still working on the issue of speeding. The Council had no questions or issues to address.
 - ii. Ballfield – No report
 - iii. Park – No report
- b. Eck
 - i. Library – Focus is currently on the renovation project. Eck to attend a Retreat in Pine River on Thursday, April 21, 2022.
 - ii. Cemetery: M/S/P: Eck/Gilsrud to approve Cemetery Service Contract for identifying and confirming all existing cemetery plots and plotting remaining cemetery at a cost of \$9,208.20.
- c. Tobiason
 - i. Airport – reported by Steve Shallbetter:
 - 1. 4264 gallons on hand at \$4.27 per gallon; expect price to increase significantly on the next fill.
 - 2. Maintenance: some runway lights need replacement. Have materials.
 - 3. Longville is eligible to receive \$110K in Bi-partisan Infrastructure Law (BIL) money each year for the next 5 years. It can be carried forward year to year, but all must be used within the 5 year period or forfeited. Money must be used for stand-alone projects. A spreadsheet SEH prepared was provided to

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the Council. The Airport Advisory Board agrees that the plan addresses our needs for the next 2 years and expects changes in future years.

4. Ashwill Company from Cokato, MN was the low bidder on the hangar site expansion project. The total cost of the project is \$284,880. With \$256,392 in grant money, the airport share would be \$14,244. The airport fund is able to support this expenditure. M/S/P: Gilsrud/Tobiason to proceed with awarding the bid to Ashwill Company and proceeding with the project.
 5. Shallbetter requested permission to apply for a depredation permit to help with over population of geese, gulls and deer on airport property. Shallbetter to provide a plan and process to approve and select applicants (possibly a lottery drawing) at the next Council meeting. M/S/P: Tobiason/Tabaka to approve applying for a Depredation Permit.
- d. Tabaka
- i. Sewer – a Certificate of Commendation of Wastewater Treatment Facility Operational Award was presented to Chuck Ratz, the Longville Waste Water Treatment Plant and its staff.
 - ii. Land Use – Steve Hanson , 12x12 shed
- e. Gilsrud
- i. Streets: Porta Potties are arranged for the summer to be outside the Docksider and LLBS. Arrangements will be made to lock them after hours.
 - ii. Liquor
 1. LLBS – Manager Raines reported that sales are down. Server training has been scheduled for employees of LLBS & Docksider. Managers Raines, and Putnam are working with the Lions on the Paws and Claws fundraiser for 5/21.
 2. Docksider – Manager Putnam reported that she is adjusting the inventory process to try to resolve the discrepancy issues. Docksider floors will be stripped and waxed on Sunday, April 24th.
9. Clerk's Report – Clerk Herheim shared a thank you from the Longville Lakes Area Snowmobile club for support from the City.
10. Employee relations – Closed meeting at 5:08 p.m. Re-opened at 5:13 p.m.
- a. M/S/P: Eck/Tabaka to accept application and approve hire of seasonal LLBS employee.
 - b. M/S/P:Gilsrud/Tobiason to accept retirement notice from Deputy Clerk and approve hiring of replacement at complete discretion of the interview committee.
 - c. M/S/P: Eck/Tobiason or approve vacation request of Murray.
11. Administration and Financial
- a. M/S/P: Gilsrud/Eck to approve Payroll, Payroll liabilities and claims from check #71140-71216 in the amount of \$160,377.61 Debit Card amount of \$5,597.05 totaling \$165,974.66.
- M/S/P: Tabaka/Gilsrud to adjourn meeting at 5:20 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer

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