

LONGVILLE CITY COUNCIL
MEETING MINUTES UNAPPROVED
Wednesday, August 19, 2020

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, August 19, 2020 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, Nancy Raines and Dean Murray. Citizens: Steve Shallbetter, Peter Breer, Bud Ovitt, Wes Slagle, Chris Johnson, Nick Ylitalo from CoBuilt Construction, Bob Helling and Officer Seth Robison from Cass County Sheriff's office.

ABSENT: N/A

1. M/S/P: Tabaka/Eck to approve agenda of Wednesday, August 19, 2020
2. M/S/P: Gilsrud/Eck to approve Regular City Council Meeting Minutes of July 15, 2020
3. New Business: M/S/P: Tabaka/Tobiason to approve Resolution #81920 accepting donations: \$100 to Longville Airport from Scott Stuart Imperial Foundation
4. Licenses and Permits: N/A
5. Old Business:
 - a. Breer Variance: Peter Breer addressed the council with answers to the Council's questions from the last meeting. There will be a maximum of 200 yards fill necessary and Breen has guaranteed there will be no additional run off once it's excavated. It may be necessary to put in a culvert and they are willing to do that if necessary. M/S/P: Gilsrud/Tobiason to approve variance.
6. Citizens addressing the council:
 - a. Chris Johnson from Lifetime Painting addressed the Council. Mr. Johnson would like to donate his time (1 week per year over a 4 year period) to give a facelift to the storefronts on Main Street. He is asking that owners of the businesses provide the funds for materials, and suggested contacting other contractors to see who might be willing to donate their expertise. Mayor Kline volunteered to contact other contractors.
 - b. Bud Ovitt addressed the Council to ask for help to fix driveway that is washing into County 7 as a result of work that was done on the road. Gilsrud will contact the County regarding a solution to the problem created by the work done on the road. The Council agreed to provide a load of Class V to help alleviate the problem, if necessary. Maintenance Manager Murray will make the arrangements.
7. Engineer's report: None
8. Commissioner's Reports:
 - a. Kline
 - i. Police: Officer Robison was present to report that all has been going well and to address any issues. No issues reported.
 - ii. Ballfield – no report
 - iii. Park: An estimate was provided from Rapid Garage Door and Awning for roll up doors at the pavilion. Quality doors will be ordered from Ace, and work will be done by volunteer labor. The VFW is funding the project at a cost of approximately \$12K

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- b. Eck
 - i. Library
 1. The library is open for regular hours. Patrons may call ahead to secure computer time, or stop in to use available computers.
 2. The KRLS temporary freeze for overdue notices will be lifted as of 9/21/20. Patrons are asked to please return overdue materials.
 3. 8/18/20 is the last week the library is offering kid's activity kits. This weeks' kits are homemade lava lamps and exploding chalk. Plant activity kits are still available for pick up. Kits will be available until supplies run out. So far, 309 activity kits and 151 craft kits have been handed out. Kids may still come in for summer reading prizes.
 4. Regional Library is making long-term IT plans.
 - ii. Liquor
 1. LLBS will be closing at 8:00 p.m. Mon-Thurs beginning week of 8/24. Sales are up \$321K (34%) over last year.
 2. LLBS Renovation:
 - a. M/S/P: Gilsrud/Eck to accept bids
 - b. M/S/P: Gilsrud/Eck to award bid to Co-Built
 - c. M/S/P: Eck/Tabaka to approve Manager Raines as point of contact for the project, with the stipulation that she address the council with any decisions that require their approval.
 - d. M/S/P: Tabaka/Eck to approve the project, funded by liquor profits.
 3. Docksider: Manager Putnam reported it has been a difficult summer with lack of cooperation from customers: moving of chairs, wearing masks, etc. Looking for suggestions on how to handle. Council advised Putnam to continue handling the situations as she feels is appropriate.
- c. Tobiason
 - i. Airport – reported by Shallbetter
 1. Recently purchased approximately 8000 gallons. Approximately 7557 gallons of fuel on hand at a price of \$3.30/gallon
 2. There have been issues with the phone/POS system. Have not been able to use credit cards. Cash and check payments have been accepted.
 3. Shallbetter is checking to confirm the amount of stimulus money available.
 4. Quotes were provided from O'Day and MN Petroleum for fuel system upgrades. A grant request (including using airport CARES Act money) was shared with the council. The airport advisory board is in favor of the project. M/S/P: Tabaka/Tobiason to approve Shallbetter to submit grant request.
 5. Venture North Aviation, located in Cloquet, MN specializes in personal flight training offering customized and flexible accelerated instrument rating courses, accelerated commercial pilot courses, and seaplane ratings. They are interested in expanding their operations to the Longville area, which would include leasing part of the ambulance building, finding or building a suitable hangar, and establishing local accommodations for students. The Council agreed to see a presentation given by Venture North Aviation.
 6. Hangar #20 has a new owner who will be basing his aircraft at Longville.
 7. The Council approved Shallbetter to remove the ambulance sign at the airport.

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- d. Tabaka
 - i. Sewer
 - 1. Lifetime Painting and Staining, located north of Dollar General, will need to hook up to city sewer. M/S/P: Tabaka/Gilsrud to approve expenditure up to \$1K to fund repair of Aspen Lane which will need to be torn up to enable hook up to the sewer lines.
 - 2. Northern Engineering informed Tabaka that Gladen has agreed to pay \$5,030 for reimbursement of Garden Way project.
 - 3. Johnson Jet Line annual cleaning to begin on Journey's End on 8/20/20.
 - ii. Land Use: the following requests were approved by Clerk Herheim, having met all qualifications, and paid appropriate amount:
 - 1. Doug Longnecker: 36x50 Pole Building
 - 2. John Hazelwood: Pole Building
 - e. Gilsrud
 - i. Streets:
 - 1. Co Rd 5 project to begin 9/8/2020 to include milling/repaving, expected to last a couple of days. There will be in-traffic detour.
 - 2. Hwy 200 project: Clerk Herheim shared a message sent to the Longville Chamber from the State of MN. The project is to reclaim, mill and overlay 15.6 mile stretch of Hwy 200 between Hwy 371 and Hwy 84; widen shoulders, replace 2 culverts and add turn lanes. There will be a virtual Q&A session with MnDOT to address questions.
 - ii. Cemetery- Gilsrud reported that the cemetery looks great.
9. Clerk's Report
- a. M/S/P: Gilsrud/Eck to approve Memorandum of Understanding between the City of Longville and Cass County.
 - b. M/S/P: Eck/Tobiason to approve League of MN Cities Liability Coverage Waiver.
 - c. M/S/P: Eck/Tabaka to approve purchase of new signage for City Hall.
 - d. 2021 Budget Meeting date set for September 10th at 8:00 a.m.
10. Employee relations: Alicia Reed is off Docksider staff for the rest of the summer. Manager Putnam to get notice from Ms. Reed in writing.
11. Administration and Financial
- a. M/S/P: Gilsrud/Tabaka to approve Payroll, Payroll liabilities and claims from check #69616-69697 in the amount of \$251,469.23 Debit Card amount of \$652.30 totaling \$252,121.53.
- M/S/P: Tabaka/Eck to adjourn meeting at 5:09 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer

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