

LONGVILLE CITY COUNCIL
MEETING MINUTES UNAPPROVED
Wednesday, December 15, 2021

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, December 15, 2021 at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Phyllis Eck, and Greg Gilsrud. City Clerk: Christina Herheim. Deputy City Clerk: Dianne Larson. Employees: Sara Putnam, Tim McCuskey and Dean Murray. Citizens: Steve Shallbetter, Ed Pommier and Luke Rasmus representing Cass County Sheriff's office.

ABSENT: Neil Tobiason, Nathan Tabaka

1. M/S/P: Gilsrud/Eck to approve agenda of Wednesday, December 15, 2021
2. M/S/P: Eck/Gilsrud to approve Regular City Council Meeting Minutes of November 17, 2021
3. New Business:
4. Licenses and Permits:
5. Old Business:
6. Citizens addressing the council:
 - a. Ed Pommier addressed the council to express concern about trash, furniture and other unacceptable items being put in the recycling bins behind the City Hall and Library. Mr. Pommier was informed that the recycling center is the responsibility of Cass County and **the area is under video surveillance**. Citizens observing anyone placing unacceptable items in the bins should record the date, time, and, take note of the license number of the vehicle and report any identifying information to Cass County.
7. Engineer's report.
8. Commissioner's Reports:
 - a. Kline
 - i. Police: The monthly report was provided to the Council. Officer Rasmus reported that everything has been quiet in Longville and asked if the Council had any issues to address. The Council had no issues to address. Manager Putnam inquired about counterfeit bills being passed. Officer Rasmus said the offender(s) have not been identified as yet, but they have pictures of them. Officer Rasmus recommended that businesses keep the counterfeit bills, inform the person you are contacting Cass County to confirm legitimacy of the currency, and when the person departs, get the license number of the vehicle. Report incidents to Cass County Sheriff's office providing as much identifying information as possible.
 - ii. Ballfield: Closed for the season.
 - iii. Park: M/S/P: Gilsrud/Eck to approve 2022 Ice Skating Rink Agreement
 - b. Eck
 - i. Library

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1. 2 new staff computers were installed on 11/2. KRLS will order the 2 final computers due for replacement (one patron computer and one catalog computer)
2. The Library will be closed December 24th & 25th and January 1st.
3. 2022 Snow Time to Read/Adult winter reading program: Adults to read 10 books between January 1 and February 28. Prizes, giveaways, drawing and games.
4. The Library sunroom may be reserved year round for meetings.
5. Lots of new materials are arriving.
6. Patrons may register to win locally made holiday diamond art cross stitch hanging. Drawing to be held 12/22.
7. Library renovation: Blueprints have been presented; next steps will be obtaining estimates and put out for bids.
8. Local author Pamela Edwards was at the library on 12/15. The event was well attended and Ms. Edwards signed and sold approximately 30 books.
9. Kitchigami Regional Library Board is meeting the evening of 12/15 for final interviews of the 2 candidates for the Director position.

ii. Liquor

1. LLBS:
 - a. Sales are slowing down a bit but still very similar to 2020 and up significantly from 2019.
 - b. Out of stock items getting worse and this trend is expected to continue to be an issue through the 1st quarter – possibly longer. Inventory purchases are up; Manager Raines is buying additional product as they become available to avoid running out of popular product.
 - c. Thank you to Sam, Tia and Angie for how well they handled the store while Manager Raines was on medical leave.
2. Docksider: reported by Manager Putnam:
 - a. Business has been so slow, Manager Putnam suggested a change in business hours as follows: If there are no customers in the bar there will be a 10 p.m. close during the week, and 12:00 a.m. close Friday and Saturday. If there are customers at the Docksider past these times, the bar will remain open.
 - b. Customer appreciation is scheduled for December 24th from 1:00 – 3:00 p.m. free food and reduced prices on beverages.
 - c. Employee Holiday Pot Luck party will be on Sunday, January 16th at 5:00 p.m.

c. Tobiason

- i. Airport: reported by Steve Shallbetter
 1. Approximately 7358 gallons of fuel on hand at \$4.27/gallon
 2. EMV compliant equipment for fuel system upgrade expected in 1st quarter of 2022.
 3. The grant package for CY 2022 projects has been submitted.
 4. Another hangar site request has been received
 5. Projects for next year are to extend the taxi lane and add additional hangars.

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- d. Tabaka
 - i. Sewer
 - 1. M/S/P: Gilsrud/Eck to approve training for Manager Murray:
 - a. March: St. Cloud
 - i. Conference \$250
 - ii. Hotel \$200
 - iii. Mileage \$150
 - b. May: Hackensack - Free
 - ii. Land Use – no report
 - e. Gilsrud
 - i. Streets: Manager Murray will plow the streets, store owners should then shovel the sidewalks into the streets, and Manager Murray will run the plow through once again for clean-up.
 - ii. Cemetery - quiet
 - 9. Clerk's Report – No report
 - 10. Employee relations
 - a. Closed meeting at 4:25 p.m. to consider allegations of employee misconduct.
 - b. M/S/P: Eck/Gilsrud - Open meeting at 4:31 p.m.
 - c. M/S/P: Eck/Gilsrud to accept verbal resignation of Docksider employee
 - d. M/S/P: Eck/Gilsrud to pay out vacation to said Docksider employee
 - 11. Administration and Financial
 - a. M/S/P: Gilsrud/Eck to approve Payroll, Payroll liabilities and claims from check #70865-70927 in the amount of \$113,719.59 Debit Card amount of \$575.25 totaling \$114,288.84.
- M/S/P: Eck/Gilsrud to adjourn meeting at 4:38 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer