

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

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, July 19, 2023 at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Greg Gilsrud, Phyllis Eck, Neil Tobiason and Nathan Tabaka. City Clerk: Christina Herheim, Deputy City Clerk: Mary Olson. Employees: Dean Murray, Sara Putnam, Nancy Raines. Citizens: Steve Shallbetter, Terry Likens, Carol Johnson, Jane Spaude, and Jonah Koeppen from the Cass County Sheriff's office.

1. M/S/P: Eck/Tabaka to approve agenda for July 19, 2023.
2. M/S/P: Gilsrud/Tobiason to approve Regular City Council Meeting Minutes of Wednesday, June 21, 2023.
3. New Business:
  - a. M/S/P: Eck/Tobiason to approve Resolution No. 71923.1 – Resolution Accepting Donations for the Library expansion project.
4. Licenses and Permits: NONE
5. Old Business: NONE
6. Citizens Addressing the Council:
  - a. Terry Likens was present to talk about bringing a farmers' market to Longville. The location will be on the property between the coffee shop and the hair salon. The project is backed and supported by the Longville Lions. The projected start date will be Tuesday August 1 and run every Tuesday through September 26. The vendors must have a minimum of 50% of goods as consumables. M/S/P: Eck/Tobiason approved to allow the Lions to host this event and waive the individual vendor fees.
7. Engineer's report: Nothing to report.
8. Commissioner's Reports:
  - a. Kline
    - i. Police: Monthly reports were provided to the Council. Officer Koeppen reported that Summer has been very busy. No other questions or concerns to address from the Council.
    - ii. Ballfield: Dugouts have been painted.
    - iii. Park: Park meeting scheduled for July 31.
  - b. Eck
    - i. Cemetery
      1. Cemetery looks good. Not much mowing due to the dry weather.
  - c. Eck/Tobiason
    - ii. Library
      1. KRLS Board meets on Thursday, July 20, 2023. The board has an application from the city asking them to approve \$16,100 for capital improvements to the Longville Library Branch.
      2. The contractors are working on the library expansion project.

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d. Tobiason

iii. Airport:

1. Approximately 2360 gallons on hand. The selling price is \$4.95 per gallon.
2. Steve Shallbetter reported:
  - a) Maintenance: No issues. The airport will be mowed again before the August 6th pancake breakfast.
  - b) Zoning Ordinance Project – All entities invited to join the JAZB have declined. The next step is for the city to pass a resolution indicating the city (Airport Owner) is the sole legislator of the Ordinance.
  - c) Runway 31 Turn Around – SEH will amend the current project to move the PAPI lights at the time the turn-around is constructed, the cost to do it then should be minimal compared to doing it when the lighting is changed to LED.
  - d) Hangar Construction – Three of the four hangars are well under way, the fourth hangar will be started in the near future.
  - e) EAA fly-in burger night report – The Longville Flyers hosted the Bemidji EAA chapter for a fly-in burger night event on Thursday July 6. There were about 20 airplanes that flew in and around 50-60 people who attended. The EAA reported that it was the second most attended event in their history.
  - f) M/S/P: Gilsrud/Tabaka to approve City Resolution No. 71823 – Authorizing the Creation of a Joint Airport Zoning Board appointing Steve Shallbetter and Neil Tobiason to the Board.
  - g) M/S/P: Tobiason/Tabaka to approve City Resolution No. 7192023 – Authorizing Said Municipality to Zone Areas surrounding its airport.

e. Gilsrud

iv. Liquor:

1. LLBS: Manager Raines reported this 4<sup>th</sup> of July week was the busiest ever with record sales. There was a car that hit and damaged the LLBS sign, repairs will follow. LLBS will be selling Longville Fire Department beer cans. Profits from these sales will go directly to the Longville Fire Department.
2. Docksider: Turn-out and feedback was well received for live music. Trying to schedule additional entertainment for the next few months. Docksider is full-staffed, and everything is going well.

v. Streets –

3. There are 2 streetlights that are located on Private property and are of no benefit to the City and will be disconnected and removed. No impact on residents. M/S/P: Gilsrud/Eck
4. Two bids were received for the public restrooms and the Docksider storage building. M/S/P: Gilsrud/Eck to accept the bids from Lake Days Construction.

f. Tabaka

1. Sewer – Johnson Jet Line will be here in the next few weeks to clean the sewer lines along Birch Lane and surrounding area.
2. Land Use Application- NONE

9. Clerk's Report –

- a. League of MN Cities – Liability Coverage Waiver Form M/S/P: Gilsrud/Eck to not waive monetary limits on municipal liability insurance.
- b. M/S/P: Tabaka/Tobiason to approve the remainder of the restricted Cemetery Well Fund to be moved to the general Cemetery fund in the amount of \$39.30.

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c. Fraudulent Check. Clerk Herheim reported there was a vendor check that was stolen during transit in the mail and was altered and there was an unsuccessful attempt to cash the altered check. No impact on City funds.

10. Employee relations.

a. M/S/P: Gilsrud/Tobiason to approve Angela Zwart resignation, with vacation payout if employee finishes all shifts as scheduled.

b. 4:40 p.m. closed meeting to discuss Auditor's recommendations.

c. 5:09 p.m. regular Council meeting reconvened.

11. Administration and Financial:

a. M/S/P: Gilsrud/Tabaka approve Payroll, Payroll liabilities and claims from check #72345-72426 in the amount of \$452,865.84 Debit Card amount of \$734.09 totaling \$453,599.93.

M/S/P: Tabaka/Gilsrud to adjourn meeting at 5:11 p.m.

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer