

LONGVILLE CITY COUNCIL  
MEETING MINUTES - UNAPPROVED  
Wednesday, June 20, 2018

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, June 20, 2018 at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Nathan Tabaka, Phyllis Eck, Neil Tobiason. City Clerk: Christina Herheim. Deputy City Clerk: Dianne Larson. Employees: Sara Putnam, Samantha Koehn and Jesse Osburnsen. Citizens: Steve Shallbetter, Carol Charpentier, Stephanie Aaserude, Dawn Gilsrud, John Weins, Lori Daudt, and Officers Bryan Welk, and Eric Alger from Cass County Sheriff's office.

ABSENT: Jim Workman

1. M/S/P: Eck/Tabaka to approve agenda of June 20, 2018.
2. M/S/P: Eck/Tobiason to approve Regular City Council Meeting Minutes as corrected of May 16, 2018
3. New Business:
  - a. M/S/P: Tabaka/Tobiason to grant request of Carol Charpentier to proceed with Phase II of Longville Beautification project.
  - b. M/S/P: Tobiason/Tabaka for City of Longville to contribute \$950.00 toward Phase II of Longville Beautification project.
  - c. M/S/P: Tabaka/Eck to approve Resolution #62018 Accepting Donations from LaVallee, Inc. in the amount of \$8,015.21 for Community Park.
4. Licenses and Permits:
  - a. M/S/P: Eck/Tabaka to approve temporary liquor permit on August 18 at Community Park for Inguadonna Lake Association.
5. Old Business: None
6. Citizens addressing the council: None
7. Engineer's report: None
8. Commissioner's Reports:
  - a. Kline
    - i. Police: Officer Bryan Welk addressed the council and reported all is going well. Officers have been in town for the Turtle Races.
    - ii. Ballfield: Mayor Kline reported that due to a previous agreement with Alan Weaver, who donated the property for Nyvall Ball Park, a Joint Powers Agreement between the City of Longville and surrounding townships is not possible.
    - iii. Park: Joint Powers Agreement for Stuart Community Park is still in negotiation. No updates.
  - b. Eck
    - i. Library: Eck reported she attended a Library meeting in Longville. All is going well; they have a great summer program for children, which has been well received. Library has requested Osburnsen to look at front steps and address any repairs, reinforcement or painting necessary.

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ii. Liquor

1. Docksider: Manager Putnam reported that Trivia is going well, and many people are participating. Docksider is preparing for the 4<sup>th</sup> of July. Manager Putnam works some night shifts and rotates working with each of the bartenders.
2. LLBS: Samantha Koehn reported on behalf of Manager Raines: A porta-potty has been placed at the LLBS for the summer. Sales on Memorial Day this year was the best ever, in large part to being open on Sunday before Memorial Day. LLBS is short-staffed, however current employees are stepping in to fill the hours.
3. M/S/P: Eck/Tabaka to approve performance based pay increase for Koehn as presented.
4. Docksider: Putnam presented preliminary estimates on cost of additional employees needed to accommodate food service at the Docksider. City Council requested that Putnam put together Phase I, Phase II, Phase III, Phase IV plans with intent to start smaller, with plans to include infrastructure to allow expansion if business warrants. Putnam will also connect with other municipals to find out what foods they are serving as well as their profit margins.

c. Tobiason

i. Airport: Reported by Steve Shallbetter

1. Fuel on hand: Approximately 3956 gallons on hand. Price is \$4.20 per gallon.
2. Obstruction on private property – Nothing new to report.
3. Maintenance: Nothing to report.
4. Needs and Wants Meeting is scheduled for 1pm on July 17th, 2018. Council members are invited to attend.
5. 2018 project Bid Results: There were only 2 bidders for the 2018 obstruction removal and grading project and 3 bidders for the crack seal project, S.E.H. has tabulated the bids and provided their recommendations. Bids were reviewed by the council.
  - a. M/S/P: Eck/Tobiason to approve contract amendment with S.E.H. for 2018 obstruction removal and grading project, and crack seal project.
  - b. M/S/P: Tobiason/Tabaka accept bid from Landwehr in the amount of \$195,628 for obstruction removal and grading project, and bid from Fahrner Asphalt in the amount of \$26,855 for crack seal project.
6. Hangar #1 – Hangar #1, owned by Mark Gugisberg, is in the runway protection zone, the FAA would like this hangar removed. Gugisberg is aware of this and has recently purchased hangar #2 and is willing to sell hangar #1 to facilitate its removal. S.E.H. will be providing an outline of the acquisition and reimbursement process.
7. Airport Advisory Board - Kurt Dahlen has resigned his position on the airport advisory board; there are 2 open positions. Shallbetter hopes to have candidates for City Council approval by next month's meeting.

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8. The geese and gulls have become a greater problem at the airport; there was another bird strike this past month. Shallbetter contacted MnDOT and inquired about a depredation permit.
9. M/S/P: Tabaka/Tobiason to approve the DBE Program Objective/Policy Statement.

d. Tabaka

- i. Sewer: Tabaka and Osburnsen reported that sewer cleaning has been completed, and several issues need to be addressed:
  1. Crushed pipe needs to be repaired.
  2. Root obstruction at trailer park needs to be addressed.
  3. Other obstructions created by users are creating problems:
    - a. "flushable" wipes should not be flushed into the sewer system
    - b. Grease is being poured down drains clogging up the system
  4. A public service announcement will be placed in the Pine Cone, and letters sent to all customers regarding these issues.
- ii. Re-mapping is complete, and we have access to a computer application to view the entire sewer system. "This is amazing technology" reported Osburnsen.

e. Workman

- i. Streets
  1. Osburnsen reported that he is working on filling potholes, and clean up after last rain storms. Gravel is needed on dirt roads
- ii. Cemetery: Continuing to work on cemetery clean-up.

9. Clerk's Report

- a. Clerk Herheim shared the Municipal Harbor Storm Water Plan & BMP Design Drainage Analysis with the council

10. Employee relations

- a. Letter of resignation of Jim Workman from the City Council was shared with the council.

11. Administration and Financial

- a. M/S/P: Tabaka/Tobiason to approve Payroll, Payroll liabilities and claims from check #67618-67703 in the amount of \$305,257.56 Debit Card amount of \$457.79 totaling \$305,715.35

M/S/P: Tabaka/Eck to adjourn meeting at 5:21 p.m.

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer