

LONGVILLE CITY COUNCIL  
MEETING MINUTES - UNAPPROVED  
Wednesday, May 15, 2019

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, May 15, 2019 at 4:01 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: Nancy Raines, Sara Putnam, and Jesse Osburnsen. Citizens: Steve Shallbetter, Trish and Shane Emerson. Guests: Jon Roscoe – Miller McDonald and John Kluck from Northern Engineering.

ABSENT: N/A

1. M/S/P: Tabaka/Eck to approve agenda of Wednesday, May 15, 2019
2. M/S/P: Eck/Tobiason to approve Regular City Council Meeting Minutes of April 17, 2019.
3. New Business:
  - a. Jon Roscoe from Miller McDonald presented results of the 2018 audit, and answered any questions from the City Council members.
  - b. Request for donation from Northern Waters Land Trust was declined.
4. Licenses and Permits:
  - a. M/S/P: Tobiason/Eck to approve renewal of liquor licenses for: Patrick's Fine Dining, Jerry's One Stop and Tabaka's. Tabaka abstained.
  - b. M/S/P: Tobiason/Eck to approve renewal of tobacco licenses for: Jerry's One Stop, Tabaka's and Dollar General. Tabaka abstained.
  - c. M/S/P: Gilsrud/Tabaka to approve vendor permit application for Gunner's Paint Ball for the 4<sup>th</sup> of July celebration.
5. Old Business:
  - a. Shane and Trish Emerson were present to continue discussion on their request to be granted a seasonal vendor permit. This will require an ordinance change. Council agreed to have a public hearing, if necessary, to update the current ordinance. Clerk Herheim to consult with attorney. City Council to set dollar amount and terms for seasonal vendor permit.
6. Citizens addressing the council: None
7. Engineer's report. None
8. Commissioner's Reports:
  - a. Kline
    - i. Police: No representatives of Cass County Sheriff's office were present. The monthly report was shared with the council members.
    - ii. Ballfield:
      1. Park Board is arranging for restrooms at Ballfield to be cleaned.
      2. Osburnsen reported that:
        - a. Go Green Lawn Care has been to the ballfield to treat the grass.
        - b. Other preparations are being made to open the ballfield

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- iii. Park:
  - 1. Restrooms have been updated to be ADA compliant
  - 2. Park Board is in the process of getting bids to asphalt paths to be ADA compliant.
  - 3. Park Board is planning to discuss possible arrangement with new owners of former Tossed and Found building for them to mow the grass at the Community Park for a fee.
- b. Eck
  - i. Library
    - 1. Eck is attending the Regional Library meeting in Pine River on 5/16
    - 2. All walls in front room of library have been painted
    - 3. Tom Kutschied has begun work on a mural in the children's section of the library.
    - 4. A portion of the large print titles were rotated on 5/14/19 to bring in further browsing titles.
    - 5. Minnesota mystery author, Allen Eskens, will be presenting at the library on 5/17/19 at 3:30 p.m.
  - ii. Liquor
    - 1. Docksider: Manager Putnam reported:
      - a. Attended MMBA 2019 Conference
      - b. Crazy Daze/Fishing Opener weekend was very busy. Sales were up and many new people visited the Docksider.
      - c. Paws & Claws event went well; \$3,201 raised; well attended.
      - d. M/S/P: Eck/Tabaka to proceed with proposal to Nor-Son for Docksider renovation.
    - 2. LLBS: Manager Raines reported:
      - a. Attended MMBA 2019 Conference – provided report to council.
      - b. Sales have been up from last year.
      - c. LLBS & Docksider received a MMBA Facility Award for Community Involvement (Paws & Claws fundraisers held).
      - d. Presented proposal to council for storage building for extra inventory. Council preferred to have the storage added to the building and requested Manager Raines to contact Nor-Son to obtain quote for potential addition to be included in 2020 budget.
- c. Tobiason
  - i. Airport – M/S/P: Eck/Tobiason to renew Maintenance & Operations Contract for 2020 & 2021.
    - 1. Shallbetter reported:
      - a. Approximately 8564 gallons of fuel on hand. 7999 gallons delivered and suggested new price of \$4.09 per gallon approved.
      - b. Maintenance:
        - i. Fuel pump issue has been resolved.
        - ii. Two runway lights need to be repaired.
      - c. FAA Inspection: The airport is subject to a triennium inspection in 2019; no problems anticipated.
      - d. CIP Meeting is being rescheduled for late summer/early fall after master plan is complete and more information is gathered on land acquisition for obstruction removals.

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- e. Hangar #1: Expect approval from FAA for funding to purchase the hanger in the next 30 days. M/S/P: Gilsrud/Tobiason to purchase hanger contingent upon approval of funds from FAA.

d. Tabaka

- i. Sewer – Osburnsen attended a recent training/conference. Osburnsen reported:
  - 1. Serious problems were discovered when camera technology was used to inspect lines on Garden Way. The line had been replaced in 2000 and many short-cuts were taken. Numerous issues were discovered: standing water, roots, cracked pipes, settled solids, sagging. Garden Way cannot be blacktopped until the issues are resolved. 800 feet of sewer line will need to be repaired/replaced. John Kluck from Northern Engineering attended the meeting to answer any questions. Osburnsen and Kluck left the meeting to do further inspection. Tabaka joined them following the meeting.
- ii. Land Use
  - 1. Tabaka shared that Land Use Permits have been submitted and approved for: Long Birch Lodge, Lance & Paula Erickson and Greg & Sue Frank.

e. Gilsrud

- i. Streets
  - 1. New speed warning signs have been installed. Some obstruction removal needs to be done to ensure they receive adequate sunlight for solar power.
  - 2. Proposal for paving of Garden Way was submitted by Anderson Brothers. This project will need to go on hold until next year after the repair/replacement of sewer lines have been addressed. The council decided to proceed with original plan to pave School Lane.
- ii. Cemetery – Osburnsen reported there are 2 cremation burials this week.

9. Clerk's Report

- a. Cass County Environmental Services contacted City Hall in response to a complaint from a resident regarding garbage blowing in the yard from the recycling area. It was suggested that a fence be constructed to alleviate the problem. The council agreed that a chain link fence could be put around 3 sides of the recycle center (at the county's expense).

10. Employee relations:

- a. 2 applications received for 2 part-time seasonal employees at LLBS: M/S/P: Eck/Gilsrud to approve hire of these 2 individuals: Taylor Shepard and Madison Shepard.
- b. M/S/P: to approve rehire of 1 part-time seasonal employee at Docksider: Amy Jo Heideman.

11. Administration and Financial

- a. M/S/P: Gilsrud/Tabaka to approve Payroll, Payroll liabilities and claims from check #68444-68513 in the amount of \$152,984.16 Debit Card amount of \$76.27 totaling \$153,060.43.

M/S/P: Tabaka/Gildrud to adjourn meeting at 5:45 p.m.

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer

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