

LONGVILLE CITY COUNCIL  
MEETING MINUTES UNAPPROVED  
Wednesday, September 16, 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, Nathan Tabaka and Greg Gilsrud. City Clerk: Christina Herheim. Employees: Sara Putnam and Nancy Raines. Citizens: Steve Shallbetter, and Officer Erik Alger from Cass County Sheriff's office.

ABSENT: Neil Tobiason, Dianne Larson and Dean Murray

1. M/S/P: Gilsrud/Tabaka to approve agenda of Wednesday, September 16, 2020
2. M/S/P: Gilsrud/Eck to approve Regular City Council Meeting Minutes of August 19, 2020
3. M/S/P: Eck/Nate to approve Special Budget Meeting Minutes of September 10, 2020
4. New Business: M/S/P: Eck/Tabaka to approve Resolution #91620 accepting donations: \$1,800 to Longville Park from the Longville Area Pickleball Group
5. Licenses and Permits: M/S/P: Gilsrud/Eck to approve Gambling Permit for the Longville Area Community Foundation
6. Old Business: None
7. Citizens addressing the council: None
8. Engineer's report: None
9. Commissioner's Reports:
  - a. Kline
    - i. Police: Officer Alger was present to report that all has been going well and to address any issues. It was noted that the activities taking place on Pond Lane are becoming a nuisance and will need to be addressed.
    - ii. Ballfield – no report
    - iii. Park: Pickleball shelter has been completed, Doors for pavilion have been ordered and the new Teeter-Totters are in the process of being installed.
    - iv. The pavers that were formerly in front of the Chamber information booth have been moved to the park for installation in 2021. This was done to preserve them, as they had to be removed in conjunction with the Cass County project to make the sidewalk ramps ADA compliant.
  - b. Eck
    - i. Library
      1. New materials continue to arrive regularly in all formats including DVD's, books on cd, large and regular print books (fiction, non-fiction and bio's)and magazines
      2. Check out period for books is 28 days, dvd's 7 days, audiobooks 2 weeks
      3. If what a patron is looking for is not on the Longville Shelves, items can be ordered in from the other 9 Kitchigami branches or through MN Link which gives access to other libraries in the state. The service is Free with a registered library card.

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4. The building is open to the public. High touch areas of the library are sanitized on the hour, public computers after each use, and library materials are quarantined for 72 hours upon return.
  5. Regional Library meeting is on 9-17-20.
- ii. Liquor
1. M/S/P: Eck/Gilsrud to accept bid from CoBuilt to replace back corner wall at LLBS.
  2. LLBS Renovation: Project is going well and on schedule.
  3. LLBS sales continue to be up.
  4. Docksider: Manager Putnam reported sales are down 49% compared to last year. It was noted that someone reported the Docksider to the MN Department of Health for non-compliance regarding Governors orders to remain open. MNDH showed up to do an on-site inspection. The report was given to the Council with no major issues to report and was found to be in compliance.
- c. Tobiason
- i. Airport – reported by Shallbetter
1. Approximately 4030 gallons of fuel on hand at a price of \$3.30/gallon
  2. A couple of the runway edge lights are out and one lens needs replacing. These will be ordered.
  3. The runway crack sealing project is complete. The project went quicker than anticipated, as a bonus the ramp was also crack sealed.
  4. MnDOT sent the Grant Letter and Resolution for this project. Jacob Martin with the FAA has replied that the local share of this is CAREs Act reimbursable. The Airport Advisory Board is in favor of doing the project. M/S/P: Gilsrud/Tabaka to approve fuel system upgrades upon signed grant agreement.
  5. Airport CIP changes – The AAB reviewed the CIP and recommends:
    - a. Land Acquisition (\$25K) and Obstruction Removal (\$150K) projects scheduled for CY 2020 be moved to CY 2021.
    - b. Runway 31 Turnaround (\$500K) scheduled for CY2021 be moved to CY2022
 M/S/P: Tabaka/ Eck to approve CIP changes.
- d. Tabaka
- i. Sewer
1. M/S/P: Tabaka/Eck to approve two wastewater training events for Maintenance Supervisor Murray to attend to work towards certification.
- ii. Land Use: the following requests were approved by Clerk Herheim, having met all qualifications, and paid appropriate amount:
1. Brian & Connie Boeddeker- Turtle Town Café sign permit
  2. Woodpile- Rebuild/redesign mini golf course
- e. Gilsrud
- i. Streets:
1. New ADA ramps are installed- Signs to be posted later.
  2. New gravel on Journey’s End Road
  3. A Citizen asked about crosswalks in the City. It has been investigated in the past and isn’t conducive to the way the City is laid out.

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ii. Cemetery- Gilsrud reported that the cemetery looks great.

10. Clerk's Report

- a. New door locks to be purchased and installed at city hall.
- b. City of Longville obtained a \$12,000 Grant from the CARES ACT Funds to help offset the costs related to COVID-19.
- c. Past due sewer notices to go out; unpaid balances to be certified at October meeting to be sent to the County for assessment.
- d. Clerk Herheim to research the ability to have a live feed camera on our website overlooking the recycling center

11. Employee relations: None

12. Administration and Financial

- a. M/S/P: Gilsrud/Tabaka to approve Payroll, Payroll liabilities and claims from check #69703-69781 in the amount of \$349,162.54 Debit Card amount of \$1785.16 totaling \$350,947.70.

M/S/P: Tabaka/Gilsrud to adjourn meeting at 4:37 p.m.

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer