

LONGVILLE CITY COUNCIL  
MEETING MINUTES UNAPPROVED  
Wednesday, August 21, 2024

Mayor Jocko Kline called the regular scheduled meeting of the month to order on Wednesday, August 21, 2024, at 4:00 p.m.

Pledge of Allegiance

**PRESENT:** Mayor: Jocko Kline, Council Members: Phyllis Eck, Neil Tobiason, Greg Gilsrud and Nathan Tabaka. City Clerk/Treasurer: Christina Herheim, Deputy City Clerk: Heidi Johnson. Employees: Dean Murray, Sara Putnam and Nancy Raines. Cass County Sheriff's Department: Wade Schultz, Citizens: Steve Shallbetter.

1. M/S/P: Eck/Tabaka to approve agenda for Wednesday, August 17, 2024.
2. M/S/P: Gilsrud/Eck to approve Regular City Council Meeting Minutes of July 17, 2024, and special meeting Friday, August 2, 2024.
3. New Business:
  - a. M/S/P: Eck/Tabaka to approve Resolution No. #82124 Accepting donations.
4. Licenses and Permits: Nothing to report.
5. Old Business: Nothing to report.
6. Citizens addressing the Council: Nothing to report.
7. Engineer's report: Nothing to report.
8. Commissioner's Reports:
  - a. Kline
    - i. Police: Cass County Sheriff's office attended the meeting and presented the monthly report.
    - ii. Ballfield: Nothing to report.
    - iii. Park: M/S/P: Tabaka/Gilsrud to approve the requesting of \$8,000 in funds from the LACF held Stuart Park Fund for the resurfacing of the tennis courts.
  - b. Eck
    - i. Library: Maintenance is to order new blinds for the library. The open house had a nice turn out with 70 people attending. Patricia Zenk will be hosting a Jiffy Tote Bag Workshop (all materials provided) Thursday August 22 10:00 a.m. to 1:00 p.m. Author Laura Purdie Salas is hosting For the Love of Loons a Story Time for All Ages. For more information visit Facebook. In addition, on September 14<sup>th</sup> there is another Book Sale (9 a.m.-2 p.m.). Everyone is encouraged to check out the website for details and times of the summer programs and activities being provided by the library.
    - ii. Cemetery: The Maintenance Department continues to maintain the cemetery and everything looks good.
  - c. Tobiason

Airport: There is approximately 2550 gallons of fuel on hand. The selling price is \$5.51 per gallon.

**Maintenance:** No issues to report.

**Zoning Ordinance Project:** The holdup on the Zoning Ordinance is due to pushback by MNDNR, they want the airport to get the Lease for the land owned by DNR northwest of the airport, and maintain the obstructions ourselves. SEH (Short Elliott Hendrickson, Inc.) is arguing for the airport, that the DNR is in violation of the existing Zoning Ordinance and that they should remove the obstructions.

**Airport Events:** The Pancake Breakfast served over 900 meals, that number is consistent with previous years.

**2024 Projects:** A preconstruction meeting is scheduled for 10:00 a.m., August 28, 2024, at the GAT building. Work should begin in September.

**ARPA & CRRSA Deadline:** We were notified of an August 12 deadline to submit final credit applications for ARPA money. The airport received a quote to build a Wi-Fi network, including security cameras, for \$16,430.00. A credit application of \$7934.00 for the remaining balance of ARPA funds was submitted. The remaining cost of the network should be covered by CRRSA funds which will expire in August of 2025.

**Airport Advisory Board:** The airport advisory board is scheduled to meet September 17, 2024, at 3:00 p.m.

d. Tabaka

Sewer: M/S/P: Tabaka/Tobiason to approve Welk Excavation sewer change order on Alpine Drive to add an additional manhole and more pipe further down the road ROW.

Land Use:

- i. Land Use Permit/Application received from Javier Angon for the placement of an RV patio deck.
- ii. Land Use Permit/Application received from Dana Gutzman with Cass Soil and Water Conservation District for the Highway 84/County 7 retention pond rehab.
- iii. Land Use Permit/Application received from Nathan Tabaka for the movement of more than 200 yards of dirt.
- iv. An after the fact conditional use permit public hearing will be held in September for work done on a property on Patrick's PL.

e. Gilsrud

- i. Streets: School Lane Vacation from June 19, 2013 was addressed and there appears to be some loose ends that need to be finalized at the County level. Clerk Herheim will work on getting this rectified.
- ii. A bathroom sign for public bathrooms would be appreciated especially during the busier part of the season. It was suggested that the sign be placed high up on the side of the building so it's easier to locate. Maintenance will get this ordered.
- iii. Maintenance was asked to order a few signs for Journeys End.
- iv. Maintenance will inquire about millings or something similar to place at the edge of new pavement to prevent washouts.
- v. Liquor: LLBS: Manager Raines report an incident that occurred on July 27, 2024. The Cass County Sheriff's Office has trespassed this patron M/S/P: Gilsrud/Eck to kick out patron and send a letter, per City standard procedure. Manager Raines also reported the Bottle shop is doing well and that the Bottle Shop will close at 6:00 p.m. Labor Day.
- vi. Docksider: Docksider is doing well. Manager Putnam brought to the attention of an incident that occurred on June 27, 2024. patron M/S/P: Gilsrud/Eck to kick out patron and send a letter, per City standard procedure. Grain Belt and Schells Brewing's Tap Take Over was a success. The fundraiser for the Longville Fire Department had a great turn out. Manager Putnam inquired about moving the handicap parking space, work will be done to see if this is possible.

9. Clerk's Report:

- a. Clerk Herheim asked to set the Budget Meeting date. The council decided on September 16, 2024, at 8:00 a.m. Council agreed to attempt to drop the levy by \$50,000. Clerk Herheim will work on this for the budget meeting.

10. Employee Relations:

- a. M/S/P: Gilsrud/ Tobiason to move James Myers will be moved to full time starting in October.
- b. Closed meeting at 5:01 p.m. to discuss employee payrate and employee job related concerns. Meeting opened at 5:38 p.m.
- c. M/S/P: Gilsrud/Tobiason to approve Austin Likens pay rate
- d. M/S/P: Gilsrud/Tabaka to approve the purchase of a new time clock for use by Maintenance and City Hall employees.

11. Administration and Financial:

- a. M/S/P: Gilsrud/Tabaka to approve Payroll, Payroll liabilities and claims from check #73365-73462 in the amount of \$502,941.05 Debit Card amount of \$653.47 totaling \$503,594.52.

M/S/P: Tabaka/Tobiason to adjourn meeting at 5:40 p.m.

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer