

LONGVILLE CITY COUNCIL
MEETING MINUTES UNAPPROVED
Wednesday, April 15, 2020

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, April 15, 2020 at 4:00 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: Dean Murray. Citizens: Bob Helling, Wes Slagle, Gary Slagle

ABSENT: Sara Putnam & Nancy Raines: Requested to refrain from attending to limit in-person contact due to Covid 19.

1. M/S/P: Eck/Tabaka to adopt agenda of Wednesday, April 15, 2020
2. M/S/P: Gilsrud/Tobiason to approve Regular City Council Meeting Minutes of Wednesday, March 18, 2020
3. New Business:
 - a. Gary & Wes Slagle addressed the council regarding sewer billing for Townsedge Estates. According to the ordinance, users should be billed for all connections, regardless if they are actually in use. Townsedge Estates has 40 connections, and is billed for only 25 that are in use. M/S/P: Gilsrud/Tobiason to begin process to change the ordinance so sewer billing for customers with multiple connections be charged for those connections that are actually in use.
 - b. M/S/P: Eck/Tabaka to accept Resolution #41520 accepting \$500.00 donation from Kego Township for Nyvall Ballfield.
 - c. M/S/P: Eck/Gilsrud to accept Resolution #4152020 accepting \$3,000.00 donation from Kego Township for City Park Improvement Fund.
 - d. M/S/P: Tabaka/Eck to approve Chamber request for closure/detour of Main Street for Turtle Races, and 4th of July Parade and activities.
4. Licenses and Permits:
 - a. M/S/P: Eck/Tobiason to approve Liquor/Tobacco License renewals for One Stop, Tabaka's Patrick's, Docksider & LLBS & Tobacco License renewal for Dollar General.
5. Old Business: None
6. Citizens addressing the council: None
7. Engineer's report. None
8. Commissioner's Reports:
 - a. Kline
 - i. Police – Cass County Sheriff's Report was shared with the council. Nothing new to report.
 - ii. Ballfield – No report
 - iii. Park – The City Park remains open at this point. Based on the current situation with the Coronavirus, reservations for the Pavilion will be revisited at the May meeting for a determination if we need to close the Pavilion.

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b. Eck

- i. Library: M/S/P: Tabaka/Tobiason to approve curbside service at the Library.
- ii. Liquor
 1. LLBS
 - a. M/S/P: Tabaka/Tobiason to approve temporary hazard pay increase of \$2.00/hour for LLBS employees retroactive to March 18 until May 4, or before if Governor reopens non-essential businesses prior to May 4th.
 - b. Decision on request for permanent glass protection barrier to be installed at LLBS tabled until a quote is received from Craig's Glass.
 - c. Expecting drawings from Ace for renovation this week, so we can put it out for bid in May or June.
 - d. Dockside Manager Putnam has been working at LLBS as back-up.
 2. Dockside
 - a. 3 estimates for painting of the Dockside were presented to the council. M/S/P: Tabaka/Tobiason to accept Manager Putnam's recommendation of using Lifetime Painting to do the job.
 - b. New cameras have been installed and Manager Putnam's desk has been moved to the back room.
 - c. Commissioner Eck shared that the Dockside needs 1 new cooler.
 - d. Manager Putnam plans to pressure wash the deck and bar mats next week.
 - e. Maintenance Manager Murray shared that Manager Putnam would like new lighting. Murray recommends using LED lighting and will need 18-20 lights. He is waiting for a bid from Leech Lake Electrical Services. A decision on whether to proceed was tabled until the bid is received.

c. Tobiason

- i. Airport – Reported by Steve Shallbetter:
 1. Fuel on hand – Approximately 3785 gallons on hand, price is \$3.85/gallon.
 2. Maintenance – Damage to the runway lights this past winter was not as bad as thought and repairs have been completed.
 3. MnDOT State Grants – The Cat skid steer purchased with the State grant has been delivered, we are waiting for 4 attachments and training.
 4. CY 2020 Runway Crack Seal Project – Because Longville is at risk of losing about \$74,000 of expiring entitlement money SEH solicited bids for a runway crack seal project to be done this summer. Bids were received from 3 contractors. Per the contract award memorandum SEH is recommending using the lowest bidder. Total anticipated project cost is \$74,290. Because of the recent CARES Act this project will be funded 100% by the FAA. Due to Covid 19 the airport advisory board did not meet earlier this month as scheduled and has not discussed this matter. Shallbetter recommends the city take advantage of the opportunity to have this necessary work done, at no cost to the airport, and pass a motion to proceed with runway crack sealing this year. M/S/P: Tobiason/Gilsrud to accept the bid of \$74,290 and proceed with the project
 5. Possible Stimulus Money – Two weeks ago it was reported that Federal government passed a stimulus package which includes \$100M for airports, right now it is unclear if this is part of the CARES Act or if it is a separate stimulus package. If it is a separate stimulus package, airports like Longville will supposedly be eligible for around \$36,000 each in stimulus money. I have contacted the FAA looking for more information but they didn't have any answers yet.
 6. Airport Advisory Board Meetings are postponed until further notice.

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7. Clerk Herheim is continuing to work with the credit card company to resolve the issue of fuel purchased between 1/28 and 3/24/2020 not being credited to our account. Maintenance Manager Murray confirmed that the motherboard and keyboard have been replaced.

d. Tabaka

i. Sewer

1. Likens Lane project completed by Welk Excavating. Final clean-up, fill in with class 5 and black dirt expected to be done in the near future. All 3 lift stations have been cleaned and floats replaced.

ii. Land Use

1. Salem Lutheran Church: install a 2nd Columbarium with memorial wall
2. Gordon & Jane Jersvig: move of mobile home into Townsedge Estates
3. Jim Workman: 8x10 addition to shed
4. Owen & Eileen Higgins: Replace existing deck; same footprint; add a ramp
5. Sign Application: Lake Life Homes

e. Gilsrud

i. Streets

1. Maintenance Manager Murray shared a bid from Anderson Brothers for repaving of Aspen & Hardy Lane and Johnson Shores. Bids came in higher than budgeted. M/S/P: Gilsrud/Tabaka to approve bid of \$29,910 from Anderson Brothers to pave Aspen & Hardy Lanes + \$2,000 from Freeman for easement marking. Table the project for Johnson Shores due to budget at this time.

ii. Cemetery – reported by Maintenance Manager Murray:

1. The cemetery is too wet yet this week; expect to be able to work on clean up next week. Due to Coronavirus, we may not be able to use Sentenced to Serve.

9. Clerk's Report

- a. Handbook updates: Clerk Herheim requested the council to review the handbook updates and be prepared to discuss at the next meeting.
- b. Updated quote from GoKeyLess for new locks for City Hall was shared with the council. Commissioner Gilsrud will check another source to see if we can get this at a better price. M/S/P: Tabaka/Eck to approve expenditure up to \$1,493.10 (the quote from GoKeyLess).

10. Employee relations

- a. M/S/P: Tabaka/Eck to approve 5% pay increase for Chuck Ratz.

11. Administration and Financial

- a. M/S/P: Gilsrud/Tobiason to approve Payroll, Payroll liabilities and claims from check #69330-69391 in the amount of \$152,960.63 Debit Card amount of \$635.47 totaling \$153,596.10

M/S/P: Tabaka/Tobiason to adjourn meeting at 5:27 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer

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