

LONGVILLE CITY COUNCIL
MEETING MINUTES UNAPPROVED
Wednesday, August 16, 2023

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, August 16, 2023 at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Greg Gilsrud, Phyllis Eck, Neil Tobiason and Nathan Tabaka.
City Clerk: Christina Herheim, Deputy City Clerk: Mary Olson. Employees: Dean Murray, Sara Putnam, Nancy Raines.
Citizens: Steve Shallbetter, Cindy Schmoker, Steve Hanson and Wade Schultz from the Cass County Sheriff's office.

1. M/S/P: Gilsrud/Tabaka to approve agenda for August July 16, 2023.
2. M/S/P: Tabaka/Eck to approve Regular City Council Meeting Minutes of Wednesday, July 19, 2023.
3. New Business: No new business to report.
 - a. Licenses and Permits: M/S/P: Eck/Tobiason to approve Mike Olson – Liquor Permit request for an event at the Park Pavilion.
5. Old Business: No old business to report.
6. Citizens Addressing the Council:
 - a. Jennifer Chapman (not present) provided an email to address awareness of the loon population on the Lakes. Ms. Chapman would like to post a sign that would be posted by Longville City docks.
M/S/P: Tobiason/Gilsrud discussion by City Council not to post the sign at the Longville City docks. This is a sign that should be posted and located by the DNR at Public Lake Accesses.
7. Engineer's report: Nothing to report.
8. Commissioner's Reports:
 - b. Kline
 - i. Police: Monthly reports were provided to the Council. Officer Schultz informed Council that they have been busy. Sheriff's office has also hired a new officer for the afternoon patrol. No other questions or concerns to address from the Council.
 - ii. Ballfield: Continuing field maintenance.
 - iii. Park: The Park Board met and discussed providing a new handicapped area at the park. The board is working on securing funding and grants for this project.
 - iv. M/S/P: Gilsrud/Tabaka to approve the addition of three new pickleball courts. Steve Hanson and Cindy Schmoker from the Longville Pickleball Club presented to the board their proposal to add three new pickleball courts. The Club has secured the funding for this project and is looking to the City to provide the unused area between the basketball courts and tennis courts for the new pickleball courts to be constructed. The Club is also requesting to be able to construct a small 8x8 shed that would just be used for pickleball equipment. The proposed timeline would be to start getting the court site ready this fall and estimated completion in the Spring of 2024. Maintenance of the courts would be provided by volunteers from the Club.
 - v. M/S/P: Eck/Tobison approve the placement of a new sign reading Stuart Park which would include the address of the Park.
 - c. Eck
 - i. Cemetery
 1. Cemetery looks good

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c. Eck/Tobiason

ii. Library

1. Received \$16,100 from KRLS for capital improvements to the Longville Library Branch.
2. The contractors are working on the library expansion project. The completion of the expansion should be the end of August first part of September.
3. Kids summer reading program came to an end at the end of July. Kids may still bring in their summer reading logs through the first week in August to collect their prizes and register for drawings. Story time has ended. Crafts will still be available on Fridays for kids. Jewelry kits to come around mid-August. Plans are in the works for a barn quilt workshop. With a possible barn quilt tour in the area this Fall.

d. Tobiason

iii. Airport:

1. Approximately 4866 gallons on hand. The selling price is \$4.95 per gallon.
2. Steve Shallbetter reported:
 - a) Maintenance: One of the fuel tank gauges is stuck. The tank level will be monitored to see if it self corrects.
 - b) Zoning Ordinance Project – SEH will begin scheduling meetings in September.
 - c) Airport Advisory Board – Meeting is scheduled for September 19, 2023. Steve Shallbetter and Council member Neil Tobiason will be attending.
 - d) Pancake Breakfast – Despite unfavorable weather, the pancake breakfast was well attended. The Chamber reported about 850 breakfasts were served.

e. Gilsrud

iv. Liquor:

1. LLBS: Manager Raines reported on a new safe that has been installed. The old safe was sold to the Longville Fire Department.
2. M/S/P: Gilsrud/Tobiason to approve Manager Raines to send a letter to inform a patron of removal from the Bottle Shop indefinitely. Manager Putnam would like to include the Docksider as well.
3. M/S/P: Eck/Tabaka to approve Manager Raines and Manager Putnam to attend the MMBA Regional Meeting/Training on October 4, 2023.
4. Docksider: Live entertainment has been scheduled through the month of September at the Docksider. It has been a busy summer; and everything is continuing to go well. Weekend of Labor day, this will be the last Sunday the Docksider will be open on Sundays.
5. The City has received a bid for the Dock repair at the City docks for \$5,500.00. Patron who has damaged post, will be required to replace the post to its original condition not just repair it.

v. Streets –

6. M/S/P: Gilsrud/Tabaka approved the movement of electrical services in City Parking Lot by Crow Wing Power and Big D Electric.

f. Tabaka

1. Sewer – Johnson Jet Line completed the cleaning of the sewer lines.
2. Land Use Application- Doug Longnecker – rip/rap shoreline
Land Use Application – Nathan Tabaka – moving more than 200 yards of dirt.
3. M/S/P: Tabaka/Eck to approve quote for sewer replacement valves, money to be used from USDA reserve fund.

9. Clerk's Report –

- a. Marijuana regulations/ordinances – explore what other cities are doing in regards to the new law and how

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to implement with local businesses. Public Hearing to be held on September 20, 2023 at 3:45 pm regarding new ordinance as it pertains to marijuana use on public property.

b. Annual Budget Meeting to be held on September 11, 2023 at 8:00 am.

c. M/S/P: Gilsrud/Tobiason approve contracts with Lake Days Construction for storage shed and visitor center/bathrooms.

10. Employee relations.

a. Closed meeting at 5:13 p.m. to discuss Auditor recommendations.

b. 5:23 p.m. regular Council meeting reconvened.

c. M/S/P: Gilsrud/Tobiason rate of pay increase to current minimum wage for Ashlyn Raines.

d. M/S/P: Gilsrud/Tobiason to approve the same bonus structure for both on-sale and off sale managers being 10% of profits for anything above \$20,000 with the cap set at \$6,000. Both Manager Raines and Manager Putnam will also receive a \$1.00 raise.

11. Administration and Financial:

a. M/S/P: Gilsrud/Tobiason approve Payroll, Payroll liabilities and claims from check #72398-72470 in the amount of \$197,206.24 Debit Card amount of \$757.02 totaling \$197,963.26.

M/S/P: Tabaka/Eck to adjourn meeting at 5:26 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer