

LONGVILLE CITY COUNCIL
MEETING MINUTES – UNAPPROVED
Wednesday, August 21, 2019

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, August 21, 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: Sara Putnam, Samantha Koehn and Jesse Osburnsen. Citizens: Steve Shallbetter, Bob Helling, and Eric Alger representing Cass County Sheriff's office.

ABSENT: Nancy Raines

1. M/S/P:Eck/Tabaka to approve agenda of Wednesday, August 21, 2019
2. M/S/P: Gilsrud/Eck to approve Regular City Council Meeting Minutes of July 17, 2019
3. M/S/P: Tabaka/Tobiason to approve Special City Council Meeting Minutes of August 9, 2019
4. New Business:
 - a. M/S/P: Eck/Tabaka to approve Resolution #82119 Accepting Donations:
 - i. Jodie White \$12.75 designated for community park
 - ii. Community Park Donation Box: \$53.25
 - b. M/S/P: Gilsrud/Tobiason to approve donation of \$250 toward controlling Milfoil in Girl Lake. A map of affected areas was shared with the council.
5. Licenses and Permits: None
6. Old Business: None
7. Citizens addressing the council: Bob Helling – Re: Pride in Longville:
 - a. Helling expressed concern over condition of the City Hall building (*see notes in Clerk's Report 11b), appearance of the town in general including weeds growing everywhere. Council agreed that City maintenance employees will treat areas where weeds are growing.
 - b. Helling expressed concern that the City Hall is not always open M-F from 8:30-3:30. Council shared with Helling that there is only one full-time person, and one part-time person who is not always able to fill in on short notice. The City Clerk and Deputy Clerk make every effort to have someone present during regular business hours, but it is not always possible.
8. Engineer's report: None
9. Commissioner's Reports:
 - a. Kline
 - i. Police
 1. Police reports were provided to the Council. Officer Alger reported that Cass County had a K9 at the Turtle Races last month, which everyone enjoyed. There were no issues to report.
 - ii. Ballfield
 1. Osburnsen reported that the ballfield remains open. Someone removed the advertising signs which has made it easier to mow and weed whip.
 - iii. Park

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1. Parking lot striping has been completed.
 2. The Park Boards is discussing the need for more parking around the tennis and basketball courts.
- b. Eck
- i. Library – Eck reported:
 1. Final Friends of the Library book sale will be Saturday 9/14 from 9:00-2:00. Friends fall meeting is scheduled for 9/18 at 10:00 at YAH club.
 2. Husband and wife authors, Jill and Deane Johnson will be at the library Thursday, 9/12 at 11:00 to present their book “Little MN WWII”
 3. A portion of the large print collection will rotate on 9/10 bringing in additional titles.
 4. Story time and craft time has concluded for this summer with 168 children and families being served for story time and 102 children participating in crafts over a 10 week period. 60 children participated in the summer reading program and read during the summer for prizes.
 5. New Library Director is trying to expand audible books and large print books.
 - ii. Liquor
 1. LLBS: Koehn reported:
 - a. Sales have been up in August over last year.
 - b. The lighted sign rep will be attending the September Council Meeting.
 2. Docksider: Putnam reported:
 - a. Sales were up in July and August over last year.
 - b. The Pregnancy Support Center event was a success for them and brought business to the Docksider.
 - c. The Preliminary Work Scope for the Docksider renovation was presented to the council. The council agreed to proceed at this time with the plan to get the best price for our abatement. This will be discussed further at the budget meeting on September 4th at 8:00 a.m. Expenditure for this project may require a public hearing.
 - d. Gilsrud to check on cost of having porta-potties outside the Docksider instead of the outdoor restrooms.
- c. Tobiason
- i. Airport – Shallbetter reported:
 1. Approximately 3306 gallons of fuel on hand. 5000 gallons purchased in July. Price is now \$4.17/gallon (40 cents per gallon profit). To be compliant, the pump will need to be upgraded with a chip reader.
 2. Landwehr agreed to fix the low areas where drainage is an issue for \$5K.
 3. Over 900 breakfasts were served at the fly-in breakfast, with approximately 40 visiting airplanes.
 4. M/S/P: Tabaka/Tobiason to appoint Joe Graw to airport advisory board.
 5. The next advisory board meeting is scheduled for 9/10 at 3:00 p.m.
- d. Tabaka
- i. Sewer – Reported by Tabaka & Osburnsen:
 1. Tabaka met with Hansen & Gjerde regarding the new sewer line. They agreed that they are OK with the plan with the request that damage to trees

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and blacktop be minimized as much as possible. Tabaka & Osburnsen will meet with Northern Engineering to see about re-routing to avoid taking out large oak tree on Kline property.

2. Herheim reported she is meeting with compliance officer on Thursday, August 22 to go over 2019 compliance and discuss special financing and possible grant for this project.

ii. Land Use

1. M/S/P: Tabaka/Gilsrud to approve Peter Twedten request for land use variance.

e. Gilsrud

i. Streets

1. Class 5 needs to be replaced on Pine. Gilsrud to contact Riffle to ask they arrange for the repair.
2. Gilsrud will be going to Pine River to arrange for licensing of Turtle Race trailer.

ii. Cemetery – Osburnsen reported the cemetery looks good.

10. Clerk's Report

- a. There will be a Fire Department Budget Meeting on Tuesday, September 17 at 7:00 p.m. at the fire hall.
- b. *An estimate for power washing City Hall was presented to the council. The council agreed that this should be done by city maintenance employees. Osburnsen to have this done sometime during the week of August 26th.
- c. The City Clerk brought to the attention of the City Council that approval for non-budgeted items must be approved by the council prior to any work being done.
- d. M/S/P: Gilsrud/Tobiason to approve 16 hours funeral leave for Osburnsen. Process for future: pay as requested, bring to City Council for approval at next meeting and make any adjustments if necessary.

11. Employee relations

- a. Closed Meeting at 5:28 p.m. Reconvened at 5:47 p.m. M/S/P: Gilsrud/Eck – no action

12. Administration and Financial

- a. M/S/P: Gilsrud/Tabaka to approve Payroll, Payroll liabilities and claims from check #68689-68784 in the amount of \$311,747.27 Debit Card amount of \$744.03 totaling \$312,491.30.

M/S/P: Tabaka/Gilsrud to adjourn meeting at 5:54 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer

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