

LONGVILLE CITY COUNCIL
MEETING MINUTES UNAPPROVED
Wednesday, December 16, 2020

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, December 16, 2020 at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Phyllis Eck, Neil Tobiason and Greg Gilsrud. City Clerk: Christina Herheim. Deputy City Clerk: Dianne Larson. Employees: Nancy Raines, Sara Putnam, and Dean Murray. Citizens: Steve Shallbetter and Eric Alger from Cass County Sheriff's office.

ABSENT: Nathan Tabaka

1. M/S/P: Gilsrud/Tobiason to approve agenda of Wednesday, December 16, 2020
2. M/S/P: Tobiason/Eck to approve Regular City Council Meeting Minutes of November 18, 2020
3. New Business:
4. Licenses and Permits:
5. Old Business:
6. Citizens addressing the council:
7. Engineer's report.
8. Commissioner's Reports:
 - a. Kline
 - i. Police: Cass County Sheriff's Office Report provided to the Council. Officer Alger reported there were no issues, and it's been very quiet at night. The Council had no issues to address. Officer Alger commented that the LLBS looks amazing.
 - ii. Ballfield
 - iii. Park: M/S/P: Gilsrud/Tobiason to approve Longville Community Ice Skating Rink Agreement with the City of Longville 1/1/2021-12/31/2021.
 - iv. Mayor Kline reported that Clerk Herheim was recognized as earning a place on the 2020 Municipal Clerks Honor Roll, hosted by General Code. Clerk Herheim was awarded a certificate and commemorative pin given to all honorees. The Honor Roll was created almost 20 years ago to give Municipal Officials, fellow Clerks, and community residents a chance to recognize individual Municipal Clerks for a job well done. The General Code appreciates the hard work and dedication that Municipal Clerks devote to their communities on a daily basis. To view a full list of honorees, visit MunicipalClerksHonorRoll.com.
 - b. Eck
 - i. Library- Eck Reported:
 1. The 2021 Snow Time to Read adult winter reading program will run from January 1, 2021-February 28, 2021. Register at the library and receive a free pen. Read 10 books between those dates and receive a Snow Time to Read mug or a beverage container. There will be drawings and other prizes as well.
 2. Patrons who visit the library will receive a small gift beginning 12/16 (while supplies last).
 3. The library will be closed 12/24, 12/25/2020 and 1/1/2021.
 4. The building is open for browsing, computer use, fax service, copying. Books are available in regular and large print, and audiobook (CD). Nice collection of DVDs available; 7 DVDs per patron and a generous 1 week check out period.

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5. Mobile WiFi hotspots are available at the library for a 4 week check out period. Ask for details at the library
 - ii. Liquor: Reported by Manager Raines:
 1. Manager Raines asked for direction on Covid Policy for sending employees home. The Council directed Manager Raines to use her own judgement and ask pertinent questions to determine if employees should be sent home.
 2. Sales are 36% above average for the year.
 3. The remodel and repair of the rear wall at the LLBS is nearly complete; the bathroom should be complete by Friday, 12/18. Final invoices were presented to the Council for review. Manager Raines asked if a couple of Council members could stop by to inspect to see if there are any issues that need to be addressed before final payment is made.
 4. Liquor and Wine companies are paying for new signage in the store.
 - c. Tobiason
 - i. Airport – reported by Steve Shallbetter:
 1. Approximately 6390 gallons of fuel on hand at a price of \$3.15/gallon
 2. Winter mowing to remove brush is in progress
 3. M/S/P: Tobiason/Eck to approve submission of pay application to reimburse the airport for obstruction removal, and cost of removal of hangar #1.
 4. Maintenance Manager Murray presented estimates from Stenberg’s Trailers and Brainerd Absolute Trailer Sales for a 22 ft equipment trailer to be used for the Skid Steer. M/S/P: Gilsrud/Tobiason to approve proceeding with purchase of trailer from Stenberg contingent upon possible grant, (Shallbetter will proceed with filing for grant).
 - d. Tabaka
 - i. Sewer – no report
 - ii. Land Use
 1. Signage at Salem Lutheran Church
 - e. Gilsrud
 - i. Streets: Maintenance Manager Murray reported that potholes have been filled.
 - ii. Cemetery: M/S/P: Gilsrud/Eck to update burial rates to reflect appropriate cost for holiday/weekend cremain burials.
 9. Clerk’s Report
 - a. M/S/P: Eck/Gilsrud to acknowledge receipt of Compliance Report from City Clerk Herheim.
 10. Employee relations
 11. Administration and Financial
 - a. M/S/P: Gilsrud/Tobiason to approve Payroll, Payroll liabilities and claims from check #69950-70006 in the amount of \$171,289.02 Debit Card amount of \$802.92 totaling \$172,091.94.
- M/S/P: Gilsrud/Eck to adjourn meeting at 4:29 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer

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