

LONGVILLE CITY COUNCIL
MEETING MINUTES
Wednesday, December 18, 2019

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, December 18, 2019 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: Sara Putnam, Nancy Raines and Jesse Osburnsen. Citizens: Steve Shallbetter, Carol Johnson, Kevin Haugland, Brenda Manders and Eric Alger from Cass County Sheriff's office.

ABSENT: Nathan Tabaka

1. M/S/P: Gilsrud/Eck to approve agenda of Wednesday, December 18, 2019
2. M/S/P: Eck/Gilsrud to approve Regular City Council Meeting Minutes of November 20, 2019.
3. New Business: None
4. Licenses and Permits: None
5. Old Business: None
6. Citizens addressing the council:
 - a. Carol Johnson, representing the Longville Area Community Foundation, thanked the Council for support of the Foundation and allowing them to use City Hall as their base this year to hold their meetings and prepare for events.
7. Engineer's report: None
8. Commissioner's Reports:
 - a. Kline
 - i. Police: Officer Alger had nothing to report; Council had no issues to address
 - ii. Ballfield: No report
 - iii. Park: Subcontractors for lawn care. Per Mayor Kline, any payments to subcontractors must come from the Park donation fund.
 - b. Eck
 - i. Library
 1. Open House was enjoyed by all on Friday, December 13th; food prepared by the library board, friends of the library and library staff. Door prize winners were Karter Brooks and Joan Wagman.
 2. The adult winter reading program begins Jan 2nd – March 31st. Patrons may register at the library and receive all details. Prize for reading 15 books. Other games, drawings and prizes throughout the program for a fun winter activity.
 - ii. Liquor
 1. Reported by Clerk Herheim: A local business owner contacted City Hall to express dismay that the LLBS is selling tobacco products in direct competition with local businesses. City Council agreed that the low volume is likely insignificant, and would have little impact on other businesses. It

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was decided to continue sale of tobacco products as a convenience to LLBS customers.

2. Docksider – reported by Manager Putnam:
 - a. Quotes from MacDonald Home Improvement (for removal of existing walk-in cooler) and Naylor Heating and Refrigeration (for new walk-in cooler and installation) were shared with council. The quotes did not include electrical, or plumbing. Putnam is working on obtaining quotes. M/S/P: Eck/Tobiason to proceed with plans for installation of new walk-in cooler.
 - b. State tested the water for chloroform; the well was negative, faucets positive. The well was shocked. All now test negative.
 - c. New employee is working out well.
 - d. Customer appreciation is scheduled for Christmas Eve 1:00-3:00 pm.
3. LLBS – reported by Manager Raines:
 - a. Report on Sales/Profit was shared: up compared to other years. Forecasting the profit will be down in 2019 due to larger inventory purchases.
 - b. Presented sign options and prices. Council agreed on option 2; Manager Raines to get pricing for potential add of open/closed sign.
 - c. Auditor was in on morning of Wednesday, December 18th – went well.
 - d. Requested a special meeting to discuss potential renovation/addition to LLBS. Council agreed to schedule a Special Meeting at 3:00 p.m. on Wednesday, February 19, 2020.
- c. Tobiason
 - i. Airport - Reported that snow accumulation is greater than previous years; many need to have snow trucked away from the ramp.
 - ii. Reported by Shallbetter: approximately 1499 gallons of fuel on hand, to be topped off before the end of the year. Price is \$3.85/gallon. Longville airport sells 8-10 times more fuel than Pine River or Brainerd.
- d. Tabaka
 - i. Sewer – reported by Osburnsen: A few alarms; all have been resolved.
 - ii. Land Use: Application received from Rhonda Pahl for placing 8x12 shed in back yard.
- e. Gilsrud
 - i. Streets – A lot of plowing with more snow than usual for this time of year.
 - ii. Cemetery – no report.
9. Clerk's Report
 - i. M/S/P: Gilsrud/Eck to approve purchase and installation of combination door locks for City Hall not to exceed \$400
10. Employee relations
 - a. Jesse Osburnsen presented and read his letter of resignation.
 - b. M/S/P: Gilsrud/Tobiason to accept Osburnsen's resignation, with regrets.
 - c. M/S/P: Gilsrud/Eck to approve payout of balance of vacation.
 - d. Mayor Kline requested Clerk Herheim to prepare a Help Wanted for Maintenance Supervisor to be advertised in the Pine Cone.
 - e. Mayor Kline expressed his gratitude to City Council Members and employees for the flowers, cards and support given during the recent loss of his daughter.

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11. Administration and Financial

- a. M/S/P: Gilsrud/Eck to approve Payroll, Payroll liabilities and claims from check #69026-69096 in the amount of \$294,144.83 Debit Card amount of \$1,724.82 totaling \$295,869.65.

M/S/P:Eck/Tobiason to adjourn meeting at 4:42 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer