

LONGVILLE CITY COUNCIL  
MEETING MINUTES UNAPPROVED  
Wednesday, December 20, 2023

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, December 20, 2023 at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor Jocko Kline Council Members: Nathan Tabaka Greg Gilsrud, and Neil Tobiason. Phyllis Eck arrived at 4:45. City Clerk: Christina Herheim, Employees: Dean Murray, Sara Putnam and Nancy Raines.  
Citizens: Steve Shallbetter, Craig Anderson, and Seth Robison from CCSO. Absent: Deputy City Clerk: Mary Olson.

1. M/S/P: Gilsrud/Tabaka to approve agenda for December 20, 2023.
2. M/S/P: Tabaka/Gilsrud to approve Regular City Council Meeting Minutes from Wednesday, November 15, 2023.
3. New Business: M/S/P: Tabaka/Tobiason to approve City Resolution No. 122023 – Accepting a Donation from Longville Chamber of Commerce in the amount of \$5,000.00 for the new public restrooms. - Gilsrud abstained
4. M/S/P: Tabaka/Gilsrud to approve City Resolution No. 122023.A – Accepting donations in the amount of \$13,100 for the adaptive playground equipment expansion project.
5. Licenses and Permits: None
6. Old Business: No Old Business to report.
7. Citizens Addressing the Council: None
8. Engineer’s report: Nothing to report.
8. Commissioner’s Reports:
  - a. Kline
    - i. Police: Officer Robison was present and the Council had no further questions or concerns to address.
    - ii. Ballfield: none
    - iii. Park: M/S/P: Gilsrud/Tabaka approved the Longville Community Ice Skating Rink Fiscal Agreement with the City of Longville for January 1, 2024 through December 31, 2024. The City will become the fiscal agent for the skating rink.
  - d. Eck
    - iv. Cemetery: No Report
  - c. Eck/Tobiason
    - v. Library
      1. Tobiason reported that the funds remaining with KRLS could be released to the City and used for capital improvements to the building. M/S/P: Gilsrud/Tobiason to approve the City to request funds from KRLS.
  - d. Tobiason
    - vi. Airport:
      1. Approximately 3263 gallons on hand. The selling price is \$5.05 per gallon.
      2. Steve Shallbetter reported:
        - a) **Maintenance:** There is nothing to report at this time.
        - b) **PAPI** – With the new PAPI lights planned for next year there will be some additional obstruction removals off the approach end of R31. Shallbetter will be requesting bids for obstruction removal.
        - c) **Zoning Ordinance Project** – The first meeting is scheduled for January 9<sup>th</sup> at 1PM.
        - d) **EMV Card Reader** – Fuel Masters is finally releasing the EMV card reader system. The hardware is already paid for, but the installation cost will be \$1310. M/S/P: Tobiason/Tabaka to approve the completion of this project with the additional cost.

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e. Gilsrud

iv. Liquor:

1. LLBS: Manager Raines reported that the new hire is working out well. MN Representative Matt Bliss will be visiting the Longville Lakes Bottle Shop on January 17, 2024, to discuss proposed changes to legislation due to concerns brought up by employees and Manager Raines.
2. Docksider: Manager Sara Putnam reported that the Customer appreciation will take place on December 24 from 1-3. The Docksider will not be open on Sunday December 31. The City Employee Christmas party will take place on Sunday January 7, 2024. There will be a quorum, but no official business or action will take place. This is at no expense to the taxpayers.
3. M/S/P: Gilsrud/Tabaka to approve the assistant manager job description for LLBS.
4. M/S/P: Tabaka/Gilsrud to approve the final bill for the Docksider storage shed, with the increased costs due to change orders.

v. Streets:

1. Gilsrud noted that some streets were missed for maintenance prior to ground freezing. Maintenance supervisor Murray will address those areas when the weather becomes appropriate to remedy them.
2. The new restroom/info building is still making progress.

f. Tabaka

1. Sewer No issues
2. Land Use – M/S/P: Tabaka/Tobiason to approve Land Use Permit Application from Jeff Olson splitting the property to create two additional conforming properties.

9. Clerk's Report –

- a. M/S/P: Tabaka/Gilsrud to approve the city signing up and using the Inotify accounts through First National Bank North. This will result in better protection and should yield higher interest rates.

10. Employee relations.

- a. M/S/P: Tabaka/Tobiason to approve Austin Likens to attend Waste-Water training/testing both winter and spring, 2024.
- b. M/S/P: Gilsrud/Tabaka to approve the allocation of Public safety aid of \$6,783 towards Police services.
- c. M/S/P: Eck/Gilsrud to approve the updated Employee Handbook reflecting new changes in MN laws starting in 2024.

11. Administration and Financial:

- a. M/S/P: Tobiason/Tabaka approve Payroll, Payroll liabilities and claims from check #72752-72796 and 72815-72840 in the amount of \$219,125.37 Debit Card amount of \$538.86 totaling \$219,664.23.

M/S/P: Tabaka/Tobiason to adjourn meeting at 4:54 p.m.

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer

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