

LONGVILLE CITY COUNCIL
MEETING MINUTES UNAPPROVED
Wednesday, February 15, 2023

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, February 15, 2023, at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Phyllis Eck, Neil Tobiason, Nathan Tabaka and Greg Gilsrud. City Clerk: Christina Herheim. Employees: Sara Putnam, Nancy Raines and Dean Murray. Citizens: Steve Shallbetter, Shane Emerson, Trish Emerson, Ed Pommier and Wade Schultz from Cass County Sheriffs office.

Absent: Deputy City Clerk: Mary Olson

1. M/S/P: Gilsrud/Tabaka to approve agenda for February 15, 2023
2. M/S/P: Eck/Gilsrud to approve Regular City Council Meeting Minutes of Wednesday, January 18, 2023.
3. New Business:
 - a. M/S/P: Eck/ Gilsrud to approve Resolution #21523 Accepting Donation of \$316,059 for the Longville Library project.
4. Licenses and Permits:
 - a. M/S/P: Gilsrud/Tabaka to approve Shane and Trish Emerson, The Woodpile LLC, Application for Liquor License for On sale Intoxicating and Sunday Liquor sales.
 - b. M/S/P: Tabaka/Tobiason approve pro rating the fee for the remainder of the year.
5. Old Business: None.
6. Citizens addressing the council: None.
7. Engineer's report: None
8. Commissioner's Reports:
 - a. Kline
 - i. Police: Officer Schultz presented the annual report for calls for service for the City of Longville. Addressed any questions and gave the usual monthly report to the Council.
 - ii. Ballfield: No report
 - iii. Park: Ice Skating Rink is open.
 - b. Eck
 - i. Cemetery
 1. Nothing to report.
 - c. Eck/Tobiason
 - i. Library: Longville library has 67 participants in the snowtime to read program.
 - ii. Longville library board is seeking 2 more library board members to fill vacant spots.
 - iii. A question was asked regarding the potential of a Facebook page to promote things happening at the library, to have a digital presence.
 - iv. It was approved to have 1-2 library staff authorized to purchase their supplies for the library. Details will be worked out with Library staff
 - v. The City has received the funds for, and signed the contract with CoBuilt for the Library expansion project for the amount of \$316,059.00.
 - d. Tobiason
 - i. Airport:
 1. Approximately 5610 gallons on hand. The selling price is \$5.22 per gallon.
 2. Steve Shallbetter reported:

The City Of Longville is an equal opportunity provider and employer.

- a. Maintenance: nothing new to report.
- b. Two Land Use Permit Applications have been received for new hangars.

e. Gilsrud

v. Liquor:

- 1. LLBS: M/S/P Gilsrud/Tobiason to approve the LLBS employee handbook revisions.
- 2. Docksider: Manager Putnam reported:
 - a. The bar is busy.
 - b. Working on more events for summer
 - c. Working on an employee handbook specific to the Docksider

f. Tabaka

- i. Sewer – Nothing to report.
- ii. Land Use –

- 1. M/S/P: Tabaka/ Eck to approve Ryan Fehn/Laura Mellum – Variance Application – Adding a covered porch 10’ x 6’ on a structure within the shoreland setback.
- 2. Wendell Johnson – Land Use Application – 48x50 Airport Hangar
- 3. Stephen Lerum- Land Use Application - 50 x 60 Airport Hangar
- 4. Jeffrey Olson- Land Use Application - 12 x 20 Garage

g. Gilsrud

i. Streets –

- 1. City will be working on finalizing the outstanding Easement with landowner for the Birch Ln paving project.

9. Clerk’s Report

- i. M/S/P: Gilsrud/Eck to approve the City of Longville updated personnel policy.
- ii. M/S/P: Eck/Tobiason to approve volunteers to power wash and stain the Cemetery Gazebo.
- iii. M/S/P: Eck/ Tobiason to approve the donation of \$100 to the Chamber for winter Fireworks.
- iv. M/S/P: Gilsrud/Tabaka to approve the replacement of the city hall lobby carpet at the same time the Clerk’s office is replaced.

10. Employee relations

- iii. M/S/P: Tabaka/Gilsrud Approve vacation payout for Jacob Yochum.
 - Approve Hiring of Lesli Robison for seasonal clerk at LLBS.
 - Approve hiring of Stephanie Aaserude as PT bartender at Docksider.
 - Approve Moving Maria Pregler from PT to FT bartender at Docksider

11. Administration and Financial:

- a. M/S/P: Gilsrud/Nate to approve Payroll, Payroll liabilities and claims from check #71956-72021 in the amount of \$179,226.92 Debit Card amount of \$1,495.39 totaling \$180,722.31.

M/S/P: Tabaka/Tobiason to adjourn meeting at 4:53 p.m.

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer

The City Of Longville is an equal opportunity provider and employer.