

LONGVILLE CITY COUNCIL  
MEETING MINUTES - UNAPPROVED  
Wednesday, July 18, 2018

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, July 18, 2018 at 4:00 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Nathan Tabaka, Phyllis Eck, Neil Tobiason. City Clerk: Christina Herheim. Deputy City Clerk: Dianne Larson. Employees: Sara Putnam, Nancy Raines and Jesse Osburnsen. Citizens: Steve Shallbetter, Stephanie Aaserude, Ted Carpenter, Gail Carpenter, Officers Bryan Welk and Seth Robison of Cass County Sheriff's Office.

ABSENT: N/A

1. M/S/P: Eck/Tabaka to approve agenda of July 18, 2018
2. M/S/P: Tabaka/Eck to approve Regular City Council Meeting Minutes of June 20, 2018.
3. New Business: None
4. Licenses and Permits: None
5. Old Business: None
6. Citizens addressing the council:
  - a. Ted Carpenter requested the fine for not obtaining a Land Use Permit be waived on the basis of misinformation provided. M/S/P: Tabaka/Tobiason to waive fine for not obtaining a permit. The fee for the permit was not waived and is to be paid by Carpenter.
7. Engineer's report: None
8. Commissioner's Reports:
  - a. Kline
    - i. Police
      1. Officer Welk reported that police presence was in the City of Longville during the 4<sup>th</sup> of July activities, and Music in the Park; no issues, all went well. Officers will be present during the Longville Clean-up Day on July 21<sup>st</sup>.
      2. Mayor Kline inquired about installing 30 mile per hour flashing signs at the edges of town. Officer Welk advised that the City would need to contact MN DOT regarding signs on State Hwy 84, and Cass County for a sign on Co Rd 5. Officer Welk will inquire at the County for contact information.
    - ii. Ballfield:
      1. Mayor Kline reported that there was a Park Board Meeting last week, and reminded everyone that the City and interested Townships will not be able to enter into a Joint Powers Agreement related to Nyvall Ball Park.
    - iii. Park
      1. Mayor Kline reported that a Joint Powers Agreement related to Stuart Park is still in negotiation.
  - b. Eck
    - i. Library

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1. Eck reported that 2 board members are retiring, and a luncheon is scheduled for July 20<sup>th</sup>.
  2. Eck requested that Jesse look at front stairs for repair.
- ii. Liquor
1. Docksider: Manager Putnam reported:
    - a. The entire week of 4<sup>th</sup> of July sales were higher than last year. One person suffered heat stroke on the 4<sup>th</sup> and was taken by ambulance to the hospital.
    - b. Castle Danger Brewery will be at the Docksider on August 4<sup>th</sup> from 3:00 – 6:00 p.m.; their reps will be taking over the taps. There will be 8 Castle Danger products available. The Bernick's rep will also be there to answer questions.
    - c. Putnam requested clarification on what is expected for new plans on Docksider renovation. Mayor Kline will work with Putnam to clarify expectations.
    - d. Kline reported that the VFW and the Longville Community Foundation (working on the Longville Beautification Project), have indicated they will contribute toward fixing the outside restrooms.
  2. LLBS: Manager Raines reported:
    - a. June sales were higher than last year. 4<sup>th</sup> of July was very busy and expecting that July sales will also be better than last year.
    - b. A State of Minnesota Lottery representative approached Manager Raines regarding sale of lottery tickets at the LLBS. It was decided by the council that it would not be cost effective to spend the extra time required to sell lottery tickets.
    - c. M/S/P: Tabaka/Eck to approve expenditure of approximately \$3,900.00 for new security camera system at LLBS.
    - d. M/S/P: Eck/Tobiason to approved LLBS Discarded Product Report.
- c. Tobiason
- i. Airport – Reported by Steve Shallbetter.
    1. Fuel on hand: Approximately 1500 gallons on hand. Price is \$4.20 per gallon. Will be ordering more fuel next week. Obstruction on private property: The obstruction has been removed.
    2. Maintenance: M/S/P: Tobiason/Tabaka to approve expenditure of approximately \$200 for purchase of a 7" angle grinder for sharpening the mower blades on the 15' mower.
    3. 2018 obstruction/grading project: Shallbetter is waiting to hear when project will be started.
    4. Needs and Wants Meeting with MnDOT: MnDOT met Tuesday, July 17 with members from the city and the airport advisory board. The meeting barely touched on our needs and wants and focused more on the condition of the airport and compliance. There were a couple of suggestion made by MnDOT; these were: update airport entrance signage (for which there is a grant available), develop a Minimum Airports Standards policy, develop an Emergency Action Plan, and issue NOTAMs using the on-line tool.

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5. Hangar #1: SEH has provided an outline of the acquisition and reimbursement process, it includes an environmental review, appraisals, lease renew, and removal process. Shallbetter will contact our FAA rep to see if the process can be streamlined.
  6. Fly-In Pancake Breakfast: Sunday August 5<sup>th</sup> M/S/P: Tabaka/Tobiason to approve fuel discount to \$3.95/gallon on this day.
- d. Tabaka
    - i. Sewer
      1. Tabaka reported that he spoke with 2 sewer users regarding the blockage in the sewer lines. Tabaka informed the parties that he will be monitoring these areas to ensure there are not further problems.
      2. Osburnsen reported that some manholes need to be raised and a main line on Girl Lake Circle needs to be fixed, as well as tree roots causing problems on Hwy 7.
    - e. Vacant
      - i. Streets – Reported by Osburnsen
        1. Roads have been graded, low spots and pot holes filled.
      - ii. Cemetery – Reported by Osburnsen
        1. Cemetery needs mowing; will get to it when he can
9. Clerk's Report
    - a. Budget meeting date of September 4<sup>th</sup> at 8:00 a.m. was agreed upon by the City Council.
    - b. City Clerk, Herheim will contact Cass County to see if date the levy is due can be moved to later in the year.
    - c. M/S/P: Tabaka/Eck for the City to not waive liability coverage
    - d. City Clean-Up Day is scheduled for Saturday, July 21.
  10. Employee relations
    - a. Mayor Kline indicated he will not seek re-election.
    - b. M/S/P: Tabaka/Tobiason to approve release of seasonal maintenance employee.
  11. Administration and Financial
    - a. M/S/P: Tabaka/Eck to approve Payroll, Payroll liabilities and claims from check #67704-67779 in the amount of \$275,992.45 Debit Card amount of \$557.79 totaling \$276,550.24.
- M/S/P: Tabaka/Tobiason to adjourn meeting at 5:02 p.m.

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer