

LONGVILLE CITY COUNCIL  
MEETING MINUTES UNAPPROVED  
Wednesday, March 20, 2024

Mayor Jocko Kline called the regular scheduled meeting of the month to order on Wednesday, March 20, 2024 at 4:00 p.m.

Pledge of Allegiance

**PRESENT:** Mayor: Jocko Kline, Council Members: Phyllis Eck, Neil Tobiason and Greg Gilsrud. City Clerk/Treasurer: Christina Herheim, Deputy City Clerk: Mary Olson. Employees: Sara Putnam and Nancy Raines. Citizens: Wade Schultz, Cass County Sheriff's Office, Steve Shallbetter and Jim and Carol Schuelke

**ABSENT:** Council Member Nathan Tabaka. Maintenance Supervisor Dean Murray

1. M/S/P: Eck/Tobiason to approve agenda for Wednesday, March 20, 2024.
2. M/S/P: Gilsrud/Tobiason to approve Regular City Council Meeting Minutes of February 21, 2024.
3. New Business:
  - a. M/S/P: Eck/Tobiason to approve Resolution #32024 Accepting Donations from the following:
    - \$1,500.00 for the Stuart Park Handicap Project from Salem Lutheran Church.
    - \$200.00 for the Longville Ballfield from Longville Women of Today.
    - \$500.00 for the Longville City Park Skating Rink from St. Edwards Catholic Church.
    - \$152.50 for the Stuart Park Sign from the Lincoln Community Foundation.
  - b. M/S/P: Gilsrud/Tobiason: to approve the request from the Longville Chamber of Commerce to close the road for the Fourth of July parade, food court and inflatables. Requesting to also use the city parking lot for the Fourth of July celebration.
  - c. M/S/P: Eck/Tobiason: to approve the request from the Longville Chamber of Commerce to close the main street portion of County Road 5 from the Post Office to the Intersection of County Road 5 and State Highway 84 for the operating of the 2024 races.
4. Licenses and Permits:
  - a. M/S/P: Gilsrud/Eck to approve the Vendor Application for Lynn Anderson, LLC – Hunters Mobile Grill for July 4, 2024.
  - b. M/S/P: Eck/Tobiason to approve the Vendor Application for Chris Pennell – Hatch Burrito Company for June 11, 2024.
  - c. M/S/P: Tobiason/Eck to approve Liquor Permit request for Scott and Allison Magnus for an event at Stuart Park Pavilion on June 8, 2024.
5. Old Business: Winter fireworks donation was approved. However, the fireworks display was cancelled due to warm weather. City will roll donation over into 2025 show.
6. Citizens addressing the Council:
  - a. M/S/P: Gilsrud/Eck to approve the participation of the 2024 Longville Clean-Up Day. Jim and Carol Schuelke are taking over the 2024 Longville Clean-Up Day. The event will take place on June 29, 2024 at Slagle Landfill, 3246 County Road 7 N.E., Longville, MN. This event is being sponsored by the Longville Lakes Area Snowmobile Club. This is a service that is provided for the residential property owners in Longville and the Longville area Townships free of charge. Cass County pays the disposal costs for tires, electronics and appliances. The

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costs of construction waste, furniture, mattresses and yard waste is funded by the City and Townships. The cost for each Township is based on the number of participants from their Township. If a Township chooses not to participate, their citizens will be excluded from the Clean-Up Day program.

7. Engineer's report: None
8. Commissioner's Reports:
  - a. Kline
    - i. Police: Wade Schultz, CCSO of the Cass County Sheriff's office addressed the Council. Officer Schultz informed the Council that extra patrol have been policing both ends of town to deter speeding through town. Their presence seems to have helped. Call volumes have remained steady through the month. Council requested the possibility of their presence during the Clean-Up Day event on June 29, 2024. The council had no additional concerns to address.
    - ii. Ballfield: No report
    - iii. Park: Ice Skating Rink is closed for the season.
  - b. Eck
    - i. Library:

The Library is waiting on furnishings, staff desks, kiosks and decking for outside. Continuing to reach out to Arvig for the installation of network wiring. The Regional Library Meeting will be held on Thursday, March 21, 2024. There is no Regional Library Meeting in April, 2024.
    - iv. Cemetery: Everything looks good.
  - c. Tobiason
    - i. Airport: Approximately 8773 gallons of fuel on hand. The selling price is \$4.60 per gallon.
      - a. **Maintenance:** The furnace in the GAT Building has been replaced. A heat pump will be added sometime in the Spring and/or Summer.
      - b. **EMV Card Reader:** The project is complete with the exception of the chip reader being turned on due to software revisions needing to be established.
      - c. **Zoning Ordinance Project:** The Joint Airport Zoning Board (JAZB) met yesterday for the first public meeting. There were five individuals in attendance at the meeting. All their questions were answered. There did not seem to be any objections to the proposed ordinance.
      - d. **PAPI Light Obstruction Clearing:** Nothing new to report.
      - e. **State Grant Awarded:** The deadline for submitting the grants is March 31, 2024. Maintenance is working on getting quotes for the snowblower and boom sprayer.
  - d. Tabaka (ABSENT)
    - i. Sewer – Nothing to report.
    - ii. Land Use – M/S/P: Gilsrud/Eck to approve the Land Use Permit for Jeff Olson – Lot Line Adjustment.
  - e. Gilsrud
    - i. Streets: Nothing to report.

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- v. Liquor: LLBS: Manager Raines reported everything is going well. Revenue is staying consistent. The Purse Bingo Fundraiser for the Longville Volunteer Fire Department that was held on March 9, 2024, was a success, raising \$21,000.00. Summer help will be returning.
- ii. Docksider: Manager Putnam reported that the Docksider was closed for about a day and a half; due to the server being down. A new one will be arriving in the next few days. The Chili-Cook-Off went well. Sales are down just a little compared to last year, due to the lack of snowmobilers and ice fisherman. The washtub in the back area is leaking and needs to be replaced. A new tub and faucet have been ordered. Karaoke/Bingo will be held on Friday, March 22, 2024. The Docksider will be trying to provide this entertainment once a month.

9. Clerk's Report: Nothing to Report

10. Employee Relations

- a. M/S/P: Tobiason/Gilsrud to approve the job description for Bartender – On-Sale Part-Time/Full-Time/Seasonal.
- b. M/S/P: Tobiason/Gilsrud to approve the job description for Janitor – Part-Time/Full-Time/Seasonal.
- c. M/S/P: Gilsrud/Tobiason to approve the hiring of Randy Honerbrink for Seasonal Janitorial.

11. Administration and Financial:

- a. M/S/P: Gilsrud/Eck to approve Payroll, Payroll liabilities and claims from check #72964 - 73029 in the amount of \$215,918.58 Debit Card amount of \$87.52 totaling \$216,006.10.

M/S/P: Eck/Tobison to adjourn meeting at 4:35 p.m.

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer

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