

LONGVILLE CITY COUNCIL
MEETING MINUTES
May 16, 2018

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, May 16, 2018 at 4:01 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Nathan Tabaka, Phyllis Eck, Neil Tobiason and Jim Workman. City Clerk: Christina Herheim. Deputy City Clerk: Dianne Larson. Employees: Sara Putnam, Nancy Raines and Jesse Osburnsen. Citizens: Steve Shallbetter, John Weins, Carol Charpentier, Stephanie Aaserude, John Roscoe, Dawn Gilsrud, Greg Gilsrud, Kirk Dodds, Seth Robison – Cass County Sheriff's Office, and Brad Wosnak, Patrick Sejkora and Heidi Peper from SEH.

ABSENT:

1. M/S/P: Eck/Tabaka to approve agenda of May 16, 2018.
2. M/S/P: Eck/Tobiason to approve Regular City Council Meeting Minutes of April 18, 2018.
3. New Business:
 - a. Carol Charpentier representing the Chamber, requested a donation for beautification and repair of area around the Chamber Booth. M/S/P: Workman/Eck to approve \$900 donation.
 - b. Jon Roscoe, representing Miller McDonald went through the audit report on a high level, suggesting areas to be addressed. Roscoe noted that the cemetery is operating on a deficit, and suggested transferring funds to cover that deficit. Questions raised by council members were addressed. It was suggested that excess cash could be used to pay down debt.
 - c. Representatives from Short Elliott Hendrickson, Inc. (SEH) were present to discuss options for the Longville Harbor Redevelopment. Cass County has approved a grant up to \$20K for a storm water management plan, rather than just a harbor. The Agreement for Professional Services was reviewed and step-by-step plan of action was discussed. Initial suggestion is to build off what is already present, adding a rock layer, berm compost/sand mixture and local vegetation for filtration. M/S/P: Tobiason/Workman to move forward with Storm Water Management plan.
 - d. M/S/P: Tabaka/Tobiason to donate \$500 to combine with LACF for a clean-up day for disposal of electronic devices.
 - e. M/S/P: Eck/Workman to approve publication by Summary of Liquor Ordinance 112.
 - f. M/S/P: Tabaka/Workman to approve Resolution No. 51618 Accepting Donations from Kego Township and Longville Foundation.
4. Licenses and Permits:
 - a. M/S/P: Eck/Tobiason to approve Lakes & Pines Deer Hunters Gambling Perform for Spring Raffle and wave the fee and waiting period.
 - b. M/S/P: Workman/Eck to approve renewal of liquor licenses for Patrick's Fine Dining, Jerry's One Stop and Tabaka's. (Tabaka abstained)
 - c. M/S/P: Eck/Tobiason to approve renewal of tobacco licenses for Jerry's One Stop, Tabaka's and Dollar General. (Tabaka abstained)
5. Old Business: None
6. Citizens addressing the council: None
7. Engineer's report. None

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

8. Commissioner's Reports:

a. Kline

- i. M/S/P: Tobiason/Tabaka to waive our right for first right of refusal to purchase the lot next to Common Grounds.
- ii. Police: The Police Report from Cass County was included in the meeting packets. Officer Seth Robison was present to address any concerns; there were none. Officer Robison shared that they are gearing up for the summer tourist season, and there will be officers present for the Turtle Races.
- iii. Ballfield
 1. Osburnsen reported that the irrigation system should be turned on in the next week
- iv. Park
 1. Osburnsen reported that the mats under the swings need replacement; mulch was ordered for the playground.
 2. John Weins addressed the council and reported that the Park Board met on Tuesday, May 15 with 3 of the townships (Wabedo, Kego & Boy Lake) to discuss a Joint Powers Agreement between the City and Townships to share in management of and in expenses necessary to operate Stuart Park and Nyvall Ball Field. The City will retain ownership. The Townships require more information on costs associated with operating the parks over the last 3 years, so they can bring the matter before their respective townships to make an informed decision.

b. Eck

- i. Library: Eck will attend the Regional Library Meeting on 5/17, and Longville Library Meeting on 5/18. Eck noted that the gutters at the library need to be cleaned and requested that Osburnsen arrange for them to be cleaned.
- ii. Liquor
 1. MS/P: Tabaka/Eck to approve the Physical Inventory Procedure prepared by Raines for LLBS.
 2. Putnam reported:
 - a. There have been some recent maintenance issues and they are all being addressed.
 - b. The turtle statue that was donated to the City has been placed on the deck.
 - c. Summer staff member starts work on 5/17.
 - d. The Cinco de Mayo event was very successful. Putnam would like to do more events such as this, and noted that food must be prepared in a commercial kitchen.
 - e. Fishing opener was good, although business in general is slow.
 3. Raines reported:
 - a. A former employee is coming back for the summer season.
 - b. LLBS will be open on Sunday's from Memorial Day – Labor Day.
 - c. At the MMBA conference, LLBS won the Community Involvement Award for the VFW Fundraising activity. LLBS also received a \$250 award. Use of these funds is yet to be designated. The Council congratulated Raines for her work on the project.
 - d. Raines provided a written report of the MMBA Conference attended by Raines and Putnam.

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

c. Tobiason

i. Airport – Shallbetter reporting:

1. Fuel on hand – Approximately 1155 gallons on hand. Price is unchanged at \$3.74 per gallon. Will need to order fuel very soon.
2. Obstruction on private property – Nothing new to report.
3. Maintenance – Nothing to report.
4. Needs and Wants Meeting – MnDOT has requested a “Airport Needs Meeting.” Airport Needs Meetings are a larger, more detailed conversation including a wider range of topics than the traditional CIP meetings. MnDOT would like to learn the sponsor’s view on: Existing airport conditions, Financial support, Technical support, Community vision, Navigation systems, and a 20 year future. A sample agenda was shared. This larger conversation involves more participants.

MnDOT hoping the following can attend:

- Airport Board representation
- City Council representative
- Local Planner and/or Zoning Administrator
- City Administrator
- Airport Manager
- Airport Consultant

From MnDOT Aeronautics:

- Airport Development regional team member (engineer)
- Regional Planner
- Aviation Representative
- Director (Cassandra) or Assistant Director (Kathy)

5. Bid Advertisement – S.E.H. has requested we place an ad in the local paper for this years upcoming projects. (see attached memorandum for project details)

d. Tabaka

- i. Sewer: Reported by Osburnsen: Manhole on Old Road off of Journey’s End Road has been raised. Road patching has been approved for Girl Lake Circle and Old Road.

e. Workman

- i. Streets – M/S/P: Tobiason/Tabaka to approve bid for asphalt repair.
- ii. Cemetary- looks good. Osburnsen reported the crew is hard at work to have it all cleaned up before Memorial weekend.

9. Clerk’s Report

- a. M/S/P: Tabaka/Eck to approve movie night in the park requested by (and to be managed by) Lauren Jennifer Buie Sumption.

10. Employee relations

- a. It was agreed to by the council to pay wages while employees attend training events, including service on the MMBA board.

11. Administration and Financial

- a. M/S/P: Tabaka/Eck to approve Payroll, Payroll liabilities and claims from check # 67539-67617 in the amount of \$138,200.80 Debit Card amount of \$337.40 totaling \$138,538.20.

M/S/P: Tabaka/Tobiason to adjourn meeting at 5:58 p.m

Attest to:

Jocko Kline
Mayor

Christina Herheim
City Clerk/Treasurer