

LONGVILLE CITY COUNCIL
MEETING MINUTES – UNAPPROVED
Wednesday, May 17, 2017

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on:
Wednesday, May 17, 2017 at 4:00 pm

Pledge of Allegiance

PRESENT: Mayor; Jocko Kline, Council Members; Nathan Tabaka, Neil Tobiason and Jim Workman. City Clerk/Treasurer; Christina Herheim. Deputy City Clerk; Dianne Larson. Employees; Sara Putnam, Nancy Raines and Jesse Osburnsen. Citizens: Steve Shallbetter, County Administrator: Joshua Stevenson; Doug Sandstrom, Colleen Moravek, Bryan Welk (Cass County Sherriff's office).

ABSENT: Darlene Petterson

1. M/S/P: Tabaka/Workman to adopt agenda for May 17, 2017
2. M/S/P: Workman/Tabaka to approve Regular City Council Meeting Minutes of April 19, 2017.
3. New Business:
 - a. M/S/P: Workman/Tabaka to accept Variance application from Longville Area Food Shelf to pave driveway (approval recommended by Planning and Zoning Committee).
4. Licenses and Permits:
 - a. M/S/P: Tabaka/Workman to approve Lakes & Pines Deer Hunters Gambling Permit for Spring Raffle – waive fee, no waiting period.
 - b. M/S/P: Workman/Tobiason to approve renewal of Liquor Licenses for (Tabaka abstained):
 - i. Patrick's Fine Dining
 - ii. Jerry's One Stop
 - iii. Tabaka's
 - c. M/S/P: Tabaka/Tobiason to approved temporary liquor permits at Stuart Pavilion for:
 - i. Melissa Week 6/11/17
 - ii. Christina Herheim 6/16/17
 - iii. Scott Johnson 6/17/17
 - iv. Inguadona Lake Association – Leroy Bertsch 8/19/17
5. Old Business: Scrap pile at Franky's must be cleaned up. Agreed by council that the City Clerk/Treasurer will send a letter to the party to address the issue.
6. Citizens addressing the council:
 - a. Doug Sandstrom – School Forest. Presented proposal to the city council for a 4 acre proposed lease site. City Council is considering the proposal, and requested additional information.
 - b. Josh Stevenson, County Administrator. Presented Cass County Resolution No. 19-17 to move Longville Ambulance Building to the new Longville Highway Department building in 2018. M/S/P: Tabaka/Workman to approve moving the Longville Ambulance Building to the new Highway Department building in 2018.

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7. Engineer's report: None
8. Commissioner's Reports:
 - a. Kline
 - i. Police
 1. Officer Welk: everything is going well, no issues.
 2. Officers are in Longville during closing time of Bottle Shop and Docksider for protection of employees closing up these establishments.
 3. Additional officers will be assigned to patrol during summer events, holidays, etc.
 - ii. Liquor
 1. Docksider: Putnam:
 - a. Sales are up 9.5%
 - b. Extra staff have been hired for busy summer season.
 - c. MN Dept Health Inspection on 5/2. Provide hand sink in Merry Chef Oven area. Replace walk-in cooler with NSF approved cooler.
 - d. AC units up and running and working well.
 - e. Getting an estimate for complete remodel of Docksider to present for next year's budget.
 2. LLBS: Raines:
 - a. Provided written report by Sam Kohn of MMBA Conference
 - b. New storage building in place for storage of supplies/equipment. No liquor is stored in the shed.
 - c. No new hires for the summer. Working with the staff they have.
 - d. Sales were down last month.
 - e. M/S/P: Workman/Tabaka to approve ordering of poly box trucks and cart for transport of product.
 - b. Petterson
 - i. Library: No report
 - ii. Ballfield: Osburnsen: ballfield is up and running. Thatched, bagged, fertilized, mowed, ball games have started.
 - iii. Tennis/Park: Osburnsen: Replaced stairs on playground equipment, under warranty. Ordered basketball hoops.
 - c. Tobiason
 - i. Airport; reported by Shallbetter
 1. **Fuel on hand** – Approximately 4074 gallons on hand. Price is \$3.60/gallon.
 2. **Maintenance** - Fuel System – WiFi repeater and cable has been ordered
 3. **Zero Turn Mower** – Osburnsen reported John Deer mower blew a front tire, and replacement has been ordered.
 4. **Snow Plow** – Osburnsen reported that the snow plow is in desperate need of repairs, and has priced 2 repair options:
 - a. Use of front end loader Skid Steer plate: \$7,500
 - b. 3 point front hitch with accumulator, weights, HD arm/torsion tube kit and pushbar support - \$23,904

S.E.H. was contacted and advised there are 2 possibilities for grant money:

 - a. State funding 70% state/30% local. Would hopefully be received with the next two months. No guarantee.

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- b. Federal funding in 2018 could be pursued. We could purchase a plow in Oct or Nov of 2017, and be reimbursed in July of 2018 when grant comes through. To qualify, must be Buy American Steel requirement. Grant would be 90% FAA/ 5% state/ 5% Longville.
 - 5. **Obstructions** – No new information. Will be talking with S.E.H. this week.
 - 6. **Hangar Issue** – Pilot reported having problems with his hanger since the ramp was repaved. Frost heave this year was a major issue. Contacting S.E.H. to see what can be done.
 - d. Tabaka
 - i. Sewer: no problems.
 - ii. Osburnsen: All is good. Mapping is being put together.
 - e. Workman
 - i. Streets: Osburnsen – looking to contract with a new company for street sweeping. County did come through Main Street once.
 - ii. Cemetary: Osburnsen: Working on clean-up
9. Clerk's Report
- a. No report
10. Employee relations
- a. M/S/P: Tobiason/Tabaka to approve part-time seasonal hire of Docksider employee: Timothy McCuskey
 - b. M/S/P: Workman/Tobiason to approve part-time seasonal hire of City Maintenance employee: David Klosner
11. Moved into closed meeting at 5:00 pm to discuss letter of reprimand. Meeting reopened at 5:10 pm. M/S/P: Tabaka/Tobiason to grant permission to deliver letter of reprimand.
12. Administration and Financial
- a. M/S/P: Tabaka/Workman to approve Payroll, Payroll liabilities and claims from check # 66599-66676 in the amount of \$193,070.49 Debit Card amount of \$446.65 totaling \$193,517.64.
- M/S/P: Tabaka/Workman to adjourn meeting at 5:16 pm

Christina Herheim
City Clerk/Treasurer

Jocko Kline
Mayor

Attest to:

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