

LONGVILLE CITY COUNCIL  
MEETING MINUTES UNAPPROVED  
Wednesday, May 20, 2020

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, 4:00 p.m. on Wednesday, May 20, 2020.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Phyllis Eck, Neil Tobiason, Nathan Tabaka and Greg Gilsrud. City Clerk: Christina Herheim. Deputy City Clerk: Dianne Larson. Employees: Sara Putnam, Nancy Raines and Dean Murray. Citizens: Steve Shallbetter, Bob Helling, Judy Blundell

ABSENT: N/A

1. M/S/P: Gilsrud/Tobiason to approve agenda of Wednesday, May 20, 2020.
2. M/S/P:Eck/Tabaka to approve Regular City Council Meeting Minutes of April 15, 2020
3. New Business:
  - a. M/S/P: Eck/Gilsrud to approve Resolution #052020 for \$500 donation from Wabedo Township to City Park Improvement Fund.
4. Licenses and Permits: None
5. Old Business:
  - a. Sewer Ordinance: Clerk Herheim reported that the City of Longville was advised by the City Attorney and Minnesota Rural Water Association that the ordinance should not be changed. After much discussion, M/S/P: Tabaka/Gilsrud to leave the Sewer Ordinance as is.
6. Citizens addressing the council:
  - a. Bob Helling: Thanked Maintenance Supervisor Murray for doing a good job cleaning up the cemetery. Mr. Helling asked if something could be done about the 2 vacant buildings (owned by Kellogg) near the grocery store. This council responded that the City has no authority to condemn buildings.
  - b. Steve Shallbetter: Requested approval from the City Council for development of a privately funded cart-way across the NW end of the airport, to allow access from the airport ramp to Fahrenholz Rd without traversing Hwy 84. M/S/P: Tabaka/Tobiason to allow.
7. Engineer's report. None
8. Commissioner's Reports:
  - a. Kline
    - i. Police: No report; no officers present. Reports from Cass County Sheriff's office were provided to the Council.
    - ii. Ballfield: Murray reported that the ballfield is open; entry way has been stained; water to the building is connected; sprinklers will be connected next week.
    - iii. Park: M/S/P: Eck/Gilsrud to approve temporary liquor permit requests for 6/13 and 6/14 events at the pavilion.
  - b. Eck
    - i. Library: Eck reported that she would not be attending the regional meeting on 5/21, but will provide minutes. Murray reported that relays for baseboard heaters need to

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be replaced, and provided an estimate from Leech Lake Electrical Systems. M/S/P: Eck/Tabaka to approve expenditure.

ii. Liquor

1. Docksider: Manager Putnam reported that the Governor issued a new order on May 20<sup>th</sup>: Restaurants and bars may open on June 1<sup>st</sup> for outdoor service only at a maximum of 50 persons. Patrons may not enter the building. Reservations are required; another person would need to be hired to handle reservations. Since there is no feasible way for the Docksider to manage the logistics of this situation, the council agreed that the Docksider will not open on June 1. Opening will be indefinitely postponed until restrictions are lifted.
2. Docksider painting and freshening has been completed and looks great. New tables & chairs have been received. Plexiglass will be installed at the counter by the front entrance, with advertising signs such as at the LLBS window to allow natural light. Coolers will be installed behind the plexiglass.
3. LLBS: Manager Raines reported that sales this month were up by 50% over last year. Raines is continuing to work with contractors on the renovation/addition plan to present to the council so the project can be put out for bids.
4. LLBS: New hours will be 9:00-8:00 p.m. until June 15 when additional employee will be hired. Will be open on Sunday's beginning May 24.

c. Tobiason

i. Airport Reported by Shallbetter:

1. Fuel on Hand: Approximately 8650 gallons of fuel on hand at \$3.35/gallon
2. Fueling System – Credit Card Transactions:
  - a. Thanks to the efforts of Clerk Herheim and Syntech Fuelmaster, the airport was able to recover majority of credit card batches that failed to be transmitted.
  - b. At the recommendation of Syntech, Shallbetter contacted O'Day Equipment for a price to update the system that would include a credit card chip reader, and moving to a cellular cloud-based processing system
3. Maintenance: All attachments of the skid steer have been received. The mower attachment has been used for some brush removal and works as expected.
4. Grant Entitlement Money: Longville airport receives Federal entitlement money each year for airport projects, which can be bankrolled for 4 years. If any part of the money is not used with the 4 years, any balance is subject to forfeit. The FAA allows airports to loan money to other airports; any money we loan is considered used and not subject to forfeit. To protect the unused money Shallbetter requested permission to loan \$150,00 to Glencoe Airport which would be repaid next year. MS/P: Tabaka/Tobiason to approve Federal Airport Funding Repayment Agreement to loan Glencoe Airport \$150,000.
5. Stimulus Money: Longville Municipal Airport will receive \$30,000 CARES Act Money. This money may only be used for airport maintenance, operations or projects.

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6. Airport Sculpture: The sculpture sponsor is meeting with MnDot to determine a suitable location for the sculpture.
- d. Tabaka
    - i. Sewer
      1. Sale of Pontoon: M/S/P: Tabaka/Eck to accept received bids, and award bid in the amount of \$3,150.00 to James and Rochelle Davis.
      2. Maintenance Manager Murray presented an estimate from Jim's Trailer's Plus Marine for a flatbed utility trailer for the tank to treat sewer. M/S/P: Tabaka/Eck to approve expenditure
      3. Tabaka reported there would be a meeting on 5/21 to discuss sewer pipe replacement on Liken's Lane.
    - ii. Land Use
      1. Eric Ross – Replace existing sign
      2. Adam Hicok – Building attached covered porch
      3. Dave Lobb – Building a deck on Lot 10 of Long Birch Lodge Resort
      4. Chad Nelson – Building a floating dock at Long Birch Lodge Resort
  - e. Gilsrud
    - i. Streets
      1. Murray presented an estimate from Ziegler Cat for service and repairs to the grader. M/S/P: Gilsrud/Tabaka to approve expenditure.
      2. Murray presented a quote from John Deer for a box blade for the City tractor for smaller grading projects. M/S/P: Gilsrud/Tobiason to approve expenditure.
      3. Murray reported that Northern Engineering is providing verbiage for permanent easements along Aspen & Hardy Lanes for paving project.
      4. Gilsrud & Judy Blundell, representing the Chamber reported:
        - a. There will be no turtle races. Instead, from 6/14-8/19 there will be kids games from 1:00-3:00 p.m. each Wednesday observing social distancing guidelines.
        - b. The 4<sup>th</sup> of July activities will be downsized: there will be no parade, and no inflatables
        - c. Blundell reported the Fly-in Breakfast is scheduled for 8/12 with ½ capacity.
        - d. Herheim & Murray reported there are 3 broken benches. Blundell agreed they could be thrown away.
        - e. Blundell reported that YMCA Camp Olson is planning to have the Halloween event.
        - f. Herheim reported: No date has been set for the County 5 handicap access project, and there will be a detour while Hwy 200 is closed. The Detour will direct drivers from 200 & 371 South to Hackensack and East on Hwy 5 through Longville sometime this summer .
    - ii. Cemetery: Looks great!
9. Clerk's Report
    - a. Clerk Herheim reported that Cass County has requested (by state statute) the City of Longville to provide contact information for a representative to serve as Emergency Management Coordinator. LLBS Manager Raines volunteered to serve as the representative.

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- b. M/S/P: Gilsrud/Eck to approved revised Personnel Policy.
  - c. Clerk Herheim reported that Cass County has agreed to share in part of the cost to construct fencing around the recycle bin area, to prevent recycling debris from blowing away. Tabled until next council meeting when a cost can be provided.
  - d. Flowers for the street will be delivered on 5/21.
10. Employee relations
- a. M/S/P: Eck/Tabaka to approve extension of hazard pay to LLBS workers to 6/1.
  - b. M/S/P: Tabaka/Tobiason to approve seasonal part-time hire of LLBS employee; contingent upon when Docksider employees are allowed to return to work.
11. Administration and Financial
- a. M/S/P: Gilsrud/Tabaka to approve Payroll, Payroll liabilities and claims from check #69392-#69464 in the amount of \$310,831.20 Debit Card amount of \$1,213.77 totaling \$312,044.97.

M/S/P: Tabaka/Gilsrud to adjourn meeting at 5:49 p.m..

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer