

LONGVILLE CITY COUNCIL  
MEETING MINUTES - UNAPPROVED  
Wednesday, October 17, 2018

Mayor Jocko Kline called the Regular Scheduled Meeting of the month to order on Wednesday, October 17, 2018 at 4:01 p.m.

Pledge of Allegiance

PRESENT: Mayor: Jocko Kline, Council Members: Nathan Tabaka, Phyllis Eck, Neil Tobiason and Greg Gilsrud. City Clerk: Christina Herheim. Deputy City Clerk: Dianne Larson. Employees: Sara Putnam, Samantha Koehn and Jesse Osburnsen. Citizens: Steve Shallbetter, Carol Johnson, and Scott Thompson from Cass County Sheriff's office.

ABSENT: Employee: Nancy Raines

1. M/S/P: Eck/Tobiason to approve agenda of Wednesday, October 17, 2018
2. M/S/P: Gilsrud/Eck to approve Regular City Council Meeting Minutes of September 19, 2018
3. New Business:
  - a. M/S/P: Eck/Tabaka to approve Resolution #101718 Accepting Donations
4. Licenses and Permits: None
5. Old Business: None
6. Citizens addressing the council:
  - a. Carol Johnson – Donation Policy. M/S/P: Tabaka/Tobiason to approve Donation Policy as follows: Donations to Longville Lakes Chamber and Longville Community Foundation events will be given at cost.
7. Engineer's report: None
8. Commissioner's Reports:
  - a. Kline
    - i. Police – Cass County Sheriff's Office monthly report was provided. There were no issues to report.
    - ii. Ballfield: Osburnsen reported that sprinklers have been turned off; will mow one more time, then close and lock the gates
    - iii. Park: Mayor Kline reported that restrooms will be remodeled this fall.
  - b. Eck
    - i. Library: Eck reported:
      1. The Steamroller event is taking place, Thursday, October 18.
      2. Open House is scheduled for December 14.
      3. A contractor has been contacted to fix a sagging soffit panel.
      4. Looking for a new head of Kichigami Regional Library.
    - ii. Liquor
      1. LLBS: Reported by Koehn
        - a. M/S/P: Tobiason/Eck to approve expenditure for new freezer
        - b. Sales are down from last year for the month, but still up overall for the year.
      2. Docksider:
        - a. Reported by Putnam
          - i. Both point of sale cash registers are having serious issues and need to be replaced at a cost of \$1,500/each.
          - ii. The popcorn machine is broken and Naylor will be picking it up for repair.

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

- b. Reported by Eck
    - i. Docksider year-end meeting is scheduled for Sunday, November 25.
  - c. Mayor Kline shared Docksider renovation plans that will not include a kitchen. Working on getting information together to send out for bids.
- c. Tobiason
- i. Airport
    - 1. M/S/P: Tobiason/Eck to approve Landwehr Construction – Pay Ap 1
    - 2. M/S/P: Tobiason/Tabaka to approve Fahrner Asphalt Sealers – Pay Ap 1
    - 3. Reported by Shallbetter; these will be reimbursed – 90% from Federal Government, 5% from State
    - 4. Reported by Shallbetter:
      - a. Fuel on hand: Approximately 2607 gallons on hand. Price is \$4.20 per gallon.
      - b. Maintenance: No known issues.
      - c. 2018 project : Taxilane crack sealing is complete.
      - d. Hangar #1: Will be removed. Nothing new to report.
      - e. FAA: The FAA will be here on October 31at 9:30AM to discuss our CIP.
      - f. Looking for 2 new board members.
- d. Tabaka
- i. Sewer – Reported by Osburnsen:
    - 1. Main lift station pump is being replaced at a cost of \$7,700
    - 2. Started putting in telemetry equipment
- e. Gilsrud
- i. Streets – Reported by Osburnsen:
    - 1. Roads have been graded.
    - 2. Will arrange for survey of School Street.
  - ii. Cemetery – No updates
9. Clerk’s Report: Reported by Herheim:
- a. Ordinance adoption will take place at the next general meeting in November.
  - b. Boat landing project will continue in the spring.
10. Employee relations: M/S/P: Tabaka/Eck to approve vacation request of Manager Putnam.
11. Administration and Financial:
- a. M/S/P: Gilsrud/Tabaka to approve Payroll, Payroll liabilities and claims from check # 67948-68024 in the amount of \$310,730.85 Debit Card amount of \$ 244.84 totaling \$310,975.69.
- M/S/P: Tabaka/Tobiason to adjourn meeting at 4:57 p.m.

Attest to:

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Jocko Kline  
Mayor

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Christina Herheim  
City Clerk/Treasurer