

**MINUTES OF A REGULAR MEETING OF THE CITY OF LITTLEFORK  
IN THE COUNTY OF KOOCHICING AND STATE OF MINNESOTA  
INCLUDING ALL ACCOUNTS AUDITED BY SAID COUNCIL**

**Thursday, April 17, 2025**

**Call to Order**

Deputy Mayor Loren Lehman called the meeting to order at 7:00 p.m. at City Hall, 901 Main Street.

**Roll Call**

Members Present: Loren Lehman, Sara Wendt, Todd Thydean, and Whitney Sims

Members Absent: Mayor Mike Fort

Others Present: Holly Hoy, Kory Williams, and Linnea Imhof

**Pledge of Allegiance** was recited.

**Approval of Agenda/Additions**

A motion was made by Councilor Wendt, seconded by Councilor Thydean, to approve the agenda with the following additions: Under Public Hearings: Sara Wendt, Under New Business: Damage to the community building, motion carried.

**Approval of Minutes**

A motion was made by Councilor Wendt, seconded by Councilor Sims, to approve March 20th, 2025, Regular meeting minutes. The motion carried unanimously.

**Consent Agenda**

A motion was made by Councilor Wendt, seconded by Councilor Sims, and carried out unanimously, to approve the consent agenda.

1. Monthly Bills Allowed – February
2. Water sewer service terminations
3. Approve Just One More LLC Liquor License
4. Approve Jackpine Savage Grill & Pizza Liquor License
5. Voyageur Country ATV Club March Meeting Minutes
6. E-Waste Collection Event
7. Household Hazardous Waste Collection Event

**Public Hearings**

1. Linnea Imhof spoke on the CredibleMind initiative and the response the county has received so far. Imhof is working on establishing a school zone for Littlefork, through the Safe Routes To School program. She is working with Mauren from MN-DOT, as well as ISD362 to identify a school zone as well as a safe speed limit in that school zone.
2. Sara Wendt gave a report of events for the upcoming Littlefork – Big Falls All Class Reunion in June. The reunion will begin on Thursday June 19<sup>th</sup> and continue through Sunday June 22<sup>nd</sup>.

### **Petitions, Requests, and Communications**

1. Koochiching Technology Initiative invited Council members to their upcoming meeting on May 7<sup>th</sup> at 9:00 a.m. The committee plans to inform Council on the work being done.
2. Swimming Pit cleanup – There was a pile of tires and pallets dumped at the pit area. City maintenance staff had to purchase \$65.00 worth of dump tickets to dispose of the tires. If this dumping continues the road will be blocked off with boulders and residents will need to walk down to the swimming area.

### **Reports of Officers, Boards and Committees:**

1. Ambulance Report – No one was in attendance to report; however, a series of First Responder classes are underway providing the ambulance department with eight new people to join their staff.
2. Fire Department Report –No one was in attendance to report. Ham bingo at the community building was a success on April 11th.
3. Maintenance Department –Kory Williams gave the report. Their well was in Littlefork working to help repair a well that is down. Also, the City of Littlefork is down one lift station. City wide cleanup is underway, April 15<sup>th</sup> through May 15<sup>th</sup>, the city maintenance department will be picking up bagged leaves and bundled branches free of charge on Tuesdays and Thursdays.
4. The Financial Report was given by Holly Hoy. Cash balances, balance sheets and income statements were provided for the month of February 2025 and are on file at City Hall. A motion was made by Councilor Wendt, seconded by Councilor Thydean, to approve the financial report and motion carried unanimously. The city has Certificates of Deposit coming up for renewal, but since rates have changed it was revisited. Councilor Lehman made a motion, seconded by Councilor Thydean, to reinvest the Certificates of Deposit for one year at 3.85% interest. (Excluding the two CD's that belong to CERC)

### **Unfinished Business**

1. The Community Design Group (CDG) has been assisting the City of Littlefork, with the Comprehensive Plan for the Blandin Foundation grant of \$20,000. City Administrator Holly Hoy gave an update on the progress of the comprehensive plan. A press release went out in the Littlefork Times, and the initiative was launched on Facebook last week as well. Currently, the design group is in the stage of accepting online surveys from residents about what they like or do not like about living in Littlefork, as well as a vision for the future of Littlefork.
2. Lofgren Park outlets – The upper campsites had outlets put in back in 2005, while the lower campsites have been more recently updated. There are four sites that need new plug-ins, and the park could lose three campsites in 2026 due to the current design. Pickleball will soon be available at the park with money used from the parks fund or Economic Development fund. There is talk of a pickleball tournament during the All School Reunion in June. The city also plans to research whether there is any grant money available for improving parks.
3. The 2025 Littlefork Municipal Airport Taxilane Extension Grant options were discussed. The City of Littlefork received a \$5,000 quote for tree obstruction removal and some land clearing to be done, and the timeline for this work to be completed is four years.

### **New Business**

1. The League of Minnesota Cities 2025 Annual Conference will be held June 25<sup>th</sup>-June 27<sup>th</sup> in Duluth, MN. Councilor Wendt made a motion for Hoy to attend, seconded by Councilor Sims and motion carried.
2. Code violation updates were provided on previous complaints received. A reminder will be going out to all city residents, regarding pile up of garbage/trash, semi-trucks and trailers, unlicensed vehicles, etc. that are in violation of city ordinances 47 and 71.05-71.06.
3. Draft Joint Powers Agreement – a copy of the draft was sent to ISD 362 the week of April 7<sup>th</sup>. The City of Littlefork is waiting to hear back on any changes and will proceed with the dissolution of the agreement. Currently, all CERC activities and registrations are being handled at the school, but the city is still the fiscal agent.
4. Damage to the community building occurred over the weekend of April 12<sup>th</sup>. Mayor Mike Fort joined the meeting via telephone to discuss the damage and options for repair. A motion was made by Councilor Thydean, seconded by Councilor Sims to have the renter responsible charged half of the cost of a new door and half of the installation cost to replace it, per Mayor Fort's suggestion, and the motion carried 3-0. Councilor Wendt abstained from the vote and Mayor Fort did not vote over the phone, as enough votes were placed to proceed. The City of Littlefork will also pay for half of the new door and half of the installation cost, since it will need to be replaced with a double door unit.

### **Miscellaneous**

1. None

### **Adjournment**

Councilor Wendt made a motion to adjourn the meeting at 8:42 p.m., seconded by Councilor Sims, and motion carried unanimously.

Attest: Holly Hoy, City Clerk

Mayor Mike Fort