

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

Thursday, January 16th, 2025

Call to Order

Mayor Mike Fort called the meeting to order at 7:00 p.m. at City Hall, 901 Main Street.

Roll Call

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

Members Absent: None

Others Present: Holly Hoy, Kory Williams, Preston Hoy, Carlie Anderson, Duane Street, Lacey Lund, Bruce Grotberg, and Calvin Olson

Pledge of Allegiance was recited.

Approval of Agenda/Additions

A motion was made by Councilor Lehman, seconded by Councilor Thydean, to approve the agenda with the following additions: Under Consent Agenda: Approve Hazelwood Corporation Vending License, and under Unfinished Business: Cameras, and CERC 2nd Reading. Motion carried unanimously.

Approval of Minutes

A motion was made by Councilor Wendt, seconded by Councilor Lehman, to approve December 19th, 2024, Regular Meeting Minutes, and Minutes for the December 27th, 2024, special meeting. The motion carried unanimously.

Consent Agenda

A motion was made by Councilor Lehman, seconded by Councilor Thydean, and carried out unanimously, to approve the consent agenda:

1. Monthly Bills Allowed
2. Water/sewer service terminations
3. Approve J & D Family Foods Cigarette License
4. Approve Mel's Corner Service Cigarette License
5. Approve Mel's Corner Service 3.2 Beer License for Off-premise Consumption
6. Approve Northern Disposal Garbage License
7. Approve Hazelwood Corporation Vending License

Public Hearings

1. Paving project – Mayor Fort recommended waiting a year, as previously suggested from Mike Polkinghorne at the public hearing meeting on January 15th, 2025. Councilor Lehman made the motion to wait a year, seconded by Councilor Thydean and motion carried unanimously.

Petitions, Requests, and Communications

1. Mayor for a day contest for 4th - 6th graders – Maci Rousseau’s essay earned her an honorable mention in the contest. Her submission will be published in an upcoming issue of the League of MN Cities Magazine. The City of Littlefork has shared her essay with the Littlefork Times as well.
2. Voyageur Country ATV schedule of 2025 meetings were provided, as well as their meeting minutes from November.

Reports of Officers, Boards and Committees:

1. Ambulance Report – No one was in attendance to report. Littlefork Ambulance Service Monthly Business Meeting Minutes were provided for their meeting on December 16th, 2024.
2. Fire Department Report –No one was in attendance to report.
3. Maintenance Department –Kory Williams gave report. The city maintenance department has been busy maintaining the ice-skating rink, clearing fallen trees from the walking paths at Lofgren Park, and plowing snow. They also had a sanitary inspection with the MN Dept of Health at the water plant and everything went well. MN Pump Works came and fixed a pump on the 217-lift station and will come back when it is warmer to do the annual inspections.
4. SnoFun Days Report was given by Sara Wendt. The committee met December 2nd; a schedule of events is planned for the weekend of February 13th – February 16th. Some of the SnoFun Days events include: a puzzle contest, sawdust pile, American Legion bingo at the community building and a Cross River Hall breakfast at the community building on Saturday, February 15th. Drawings will be held for prizes and clothing can be ordered through Benedict Sign Co. for the upcoming event.
5. The Financial Report was given by Holly Hoy. Bank balances, balance sheets, and statements of revenues and expenditures for all funds were provided for the month of December 2024 and are on file at City Hall. A motion was made by Councilor Lehman and seconded by Councilor Sims, to approve the Financial Report and the motion carried unanimously.

Unfinished Business

1. The Community Design Group (CDG) will be assisting the City of Littlefork, with the Comprehensive Plan for the Blandin Foundation grant of \$20,000. A kickoff meeting is scheduled for January 28th and more information will be coming soon.
2. Paving Project – A public hearing was set for January 15th at the Littlefork Community Building at 7:00 p.m. Engineer Jason Chopp provided handouts and a slide presentation regarding the streets included in the project. Residents expressed concern about the financial burden this project would bring upon them and that some of the streets included in the project were not in desperate need of repair. Mike Polkinghorne suggested the Councilors wait one year and reassess the project and feasibility report at that time.
3. MN Department of Health Principal Planner, Christopher Parthun, informed the City Council that they need to designate a new Wellhead Protection Manager since Sonja Pelland has retired. The motion was

made by Councilor Wendt, to designate Holly Hoy as the new Wellhead Protection Manager, seconded by Councilor Thydean and the motion carried unanimously.

4. 2025 Littlefork Municipal Airport Taxilane Extension Grant – Thydean Enterprises submitted a quote to remove the one tree from the Taxilane on Evens property and future problem trees. The city is waiting to hear back on the quote approval and will be reaching out to the property owner once more information is provided.
5. Cameras at City Hall and the Veterans Memorial Park– Cameras have been ordered, and the city is waiting for an electrician to be able to install them.
6. CERC 2nd reading – Councilor Wendt made the motion to approve the letter being sent to ISD 362, regarding the official dissolution efforts of the Joint Powers Agreement, seconded by Councilor Thydean and motion carried unanimously. Discussion of the dissolution of the Joint Powers Agreement through ISD 362 and the City of Littlefork began in December of 2024.

New Business

1. Swear in New Councilor – Mayor Mike Fort swore in Whitney Sims as an official Councilor for the City of Littlefork. Sims will serve on the council for a four-year term.
2. Councilor Thydean made the motion to approve the appointments and designations (attached), seconded by Councilor Sims and motion carried unanimously.
3. Resolution 2025-2: 2025 Mileage and Meal Reimbursement Rates. Councilor Lehman made the motion to approve the mileage reimbursement rate of .70 cents per mile, breakfast rate of \$16, lunch rate of \$19 and dinner rate of \$28.00. Motion was seconded by Councilor Wendt and carried unanimously. Rates were taken from the U.S. General Services Administration.
4. Resolution 2025-3: Resolution Accepting Audit Proposal: Councilor Lehman made the motion to accept the Audit Proposal from Brady Martz and Associates, seconded by Councilor Sims and motion carried unanimously.
5. Councilor Sims made the motion to approve Resolution 2025-4: To Support a Little Fork River Watershed One Watershed, One Plan. Councilor Thydean seconded the motion and motion carried unanimously.
6. Councilor Lehman made the motion to renew the Sand and Gravel Contract with D. H. Contracting for \$2.00 per ton, seconded by Councilor Sims and motion carried unanimously.

Miscellaneous

1. Meeting times were planned for the 2025 regular monthly meetings for the City Council. Meetings will take place on the third Thursday of each month at 7:00 p.m. at City Hall.

Adjournment

Councilor Thydean made a motion to adjourn the meeting at 7:40 p.m., seconded by Councilor Sims, and motion carried unanimously.

Attest: Holly Hoy, City Clerk

Mayor Mike Fort