

**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, July 17, 2025

Call to Order

Mayor Mike Fort called the meeting to order at 4:00 p.m. at City Hall, 901 Main Street.

Roll Call

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

Members Absent: None

Others Present: Holly Hoy, Jerry Anderson, Jason Sjoblom and Preston Hoy

Pledge of Allegiance was recited.

Approval of Agenda/Additions

A motion was made by Councilor Thydean, seconded by Councilor Lehman, to approve the agenda and motion carried.

Approval of Minutes

A motion was made by Councilor Wendt, seconded by Councilor Sims, to approve June 16, 2025, Regular meeting minutes. 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 for June
2. Water sewer service terminations
3. Voyageur Country ATV Club June Meeting Minutes
4. Household Hazardous Waste Collection – Aug 13th

Public Hearings

1. None

Petitions, Requests, and Communications

1. Jason Sjoblom with Koochiching Technology Initiative was present and shared a list of the members of KTI, along with their accomplishments from 2019 to present. KTI has accomplished

broadband/connectivity projects as well as digital equity opportunities along with E-Waste collection and management. The group is running out of funding, since it is grant-based, so Sjoblom requested monetary sponsorship from the City of Littlefork in any amount that they would see fit. Councilor Lehman made a motion to give a \$2000 sponsorship (the same amount that was provided to the Northern MN District Fair) from the Economic Development funds with \$1000 coming out of KDA Funds and \$1000 coming out of Timber Funds. Councilor Wendt seconded the motion and motion carried.

2. Curtis Simonson with the MN DNR was on the agenda, but unable to attend. He was contacted due to the City of Littlefork receiving a high number of complaint-based calls regarding youth and underage driving of ATV's, golf carts, Dirt bikes, etc. Simonson did call and explain that no ATV should be driven on Main Street because it is a state highway. Anyone driving an ATV on a public road must be 16 years old with a valid driver's license or 15 years old with a licensed driver and must also be wearing a helmet if under the age of 18, even in an enclosed side by side and an ATV safety course must be taken as well. No dirt bikes are allowed in town unless they are used on trails or private land. Simonson said there isn't an age requirement to drive a golf cart, it just needs to be safe for the operator and others on the road.

Reports of Officers, Boards and Committees:

1. Ambulance Report – No one was in attendance to report. The ambulance service needs a new billing service since Expert Billing closed. Councilor Lehman made a motion to accept Hometown Billing as the new billing service; motion was seconded by Councilor Wendt and motion carried.
2. Fire Department Report – No one was in attendance to report. The council had questions about the door to be replaced in the fire hall and wish to follow up on that. Heather Klemetsen joined the fire department and Brendan Williams resigned. The department made an \$800.00 profit from bingo at the Northern MN District Fair.
3. Maintenance Department – Jerry Anderson gave the report. City maintenance and Koochiching Health Services maintenance department removed the broken sidewalk on the McPherson side of the medical center. Maintenance has continued to work on repairing the well house at the city park from the water break last winter. Doors are in for the community building and well houses and Luke Davis will be installing them.
4. The Financial Report was given by Holly Hoy. Cash balances, balance sheets and income statements for all accounts were provided and are on file at City Hall. A motion was made by Councilor Thydean, seconded by Councilor Wendt, to approve the financial report and the motion carried unanimously.
5. All-School Reunion – Sara Wendt reported on the various activities from the All School Reunion. About 450 alumni registered for the event and the weather was good. Sara is thinking of a mailer ahead of time for the next All School Reunion to Save the Date, some Facebook advertising, etc. She has also designed a web page for the reunion to put on the city's Facebook page and website. Sara is looking into putting reunion funds into a cd. Also, panels of pictures were made for the reunion and there was discussion on hanging them in the community building or city hall.

Unfinished Business

1. The Blandin Foundation Grant – an update was given on progress for the Comprehensive Plan. The consultant and city administrator met June 8th to discuss next steps in the plan. The timeline for the plan's completion is set for October.

New Business

1. National Night Out – Holly Hoy spoke with Perryn Hedlund regarding how International Falls participates. Littlefork will be set up like block parties on August 5th from 6:00-8:00 p.m., with different people hosting in various locations around town. Perryn wants to include Littlefork and have patrol stop by and interact at the locations if available that night. Sara Wendt is advertising in the Littlefork Times, on Facebook and on KSDM for the event. Flyers will be hung around town with different locations and what to bring if attending. Wendt also mentioned that she is trying to coordinate members of the Fire and Ambulance Department to participate as well.
2. New Ordinance – 2nd reading – regarding dissolving the CERC Joint Powers Agreement with ISD362. Section 171.04 of the City Code is hereby repealed in its entirety. A motion to proceed was made at the first reading on June 16th by Councilor Lehman, seconded by Councilor Wendt and motion carried.
3. Request regarding Koochiching County Mail – Leah DeLack has made multiple efforts to improve our mail system, and the City of Littlefork is submitting an Authorization to Release Information to the Office of U.S. Senator Tina Smith for her to act on our behalf.
4. New EMS Billing Service – Expert Billing, which the Ambulance Department uses for their billing services, has closed and a new EMS service is needed. Ambulance Chief Tim McClellan and City Administrator Holly Hoy had meetings with representatives from various billing services. Hometown Billing was the provider of choice.

Miscellaneous

1. None

Adjournment

Councilor Lehman made a motion to adjourn the meeting at 4:45 p.m., seconded by Councilor Sims, and the motion carried.

Attest: Holly Hoy, City Clerk

Mayor Mike Fort