

**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 21, 2022**

**Call to Order**

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

**Roll Call**

Members Present: Mike Fort, Loren Lehman, Destry Hell, Kevin Sather

Members Absent: Quen Kennedy

Others Present: Sonja Pelland, Kory Williams, Joe Boyle, Eddie Williams, Shelley Williams, Deb Patranella, Marie Duffly, Clarice Thompson, Jesse Juen, Steph Fairchild, Kristi Splett

**Pledge of Allegiance** was recited.

A motion was made by Councilor Lehman, seconded by Councilor Sather to approve the agenda. The motion carried 4-0.

**Approval of Minutes**

A motion was made by Councilor Lehman, seconded by Councilor Sather, to approve June 16, 2022 regular meeting minutes. The motion carried 4-0.

**Consent Agenda**

A motion was made by Councilor Lehman, seconded by Councilor Hell, and carried 4-0, to approve the items on the consent agenda:

1. Approve Monthly Bills Allowed.
2. Water/Sewer terminations.

**Public Hearings**

1. Jesse Juen Personnel Issue Hearing – The hearing was open to the public per Mr. Juen’s request pursuant to MN Statute 13D.05, Subd.3. The hearing was recorded and is on file at City Hall. The Appeal Hearing Findings and Decision document is attached to these minutes.

Mayor Fort opened the hearing and stated the purpose of the meeting. Mr. Juen introduced himself and requested a chance to keep working at the bar. The city attorney then asked a series of questions of Mr. Juen including whether he had received and signed for copies of the city’s policies and procedures, including liquor store policies. Mr. Juen acknowledged that he had received the information and had signed a document stating as such. Detailed item sales reports were provided showing that sales were made after 1:00AM on both nights in question. A notebook page with bar closing instructions was shown to Mr. Juen. Mr. Juen denied ever seeing the notebook with written bar closing instructions intended for bartenders at the bar. Texts from Manager Teckla Brown to Mr. Juen were presented showing that she had sent him a reminder on the morning of May 21 as to last call at 12:45AM and no sales after 1AM. He would not affirm receiving the text. Mr. Juen became increasingly agitated. Mr. Juen denied ever seeing posted instructions for closing for bartenders by the tills. Mr. Juen stated he did not recall serving after one; he said he rang drinks up after 1AM that had been ordered before one. Video was shown from May 21 at 1:50AM that showed Mr. Juen sold shots of Don Julio, drank with the

customers, and gave the empty bottle to a customer. He did not admit to drinking and said the video was “grainy”. After being asked again, Mr. Juen admitted receiving the text from Teckla reminding him of the closing procedures. A second video was viewed by the council showing events of May 22 at 1:11AM where Mr. Juen was serving and selling alcohol. He refused to acknowledge he had done so and threatened a lawsuit for defamation of character. Mr. Boyle presented a draft document with proposed findings and decision for council consideration. It was moved by Councilor Lehman and seconded by Councilor Sather to approve as presented. The motion carried 4-0. After the vote Mr. Juen was asked to leave when he became increasingly confrontational, yelling at Mayor Fort and throwing papers at Councilor Lehman. Law enforcement had been called and arrived in the building as Mr. Juen was preparing to exit and escorted him outside. A motion to close the hearing at 4:47PM was made by Councilor Hell, seconded by Councilor Lehman and carried 4-0.

Mayor Fort requested that New Business Item 1. Resolution 2022-21 Approving Williams Property Split be acted upon at this time for the convenience of those attending the meeting for this purpose. A motion to approve was made by Councilor Sather, seconded by Councilor Lehman and carried 4-0.

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

1. Stephanie Fairchild, Koochiching Health Services Administrator, was in attendance and updated the council on the facility. Maintenance Supervisor Ron Manka will be retiring in January and they will be hiring one full time maintenance manager and a part time person to help with lawn care, etc. The facility census was down to 35 of 49 beds over the winter but is now up to 43 of 49 filled. Ms. Fairchild is looking forward the Jackpine Chateau apartments filling up quickly. Kevin Sather asked if more parking spaces would be needed. Stephanie is not sure at this time as some of the new residents have vehicles and some don't. The council discussed bringing back diagonal parking from 9<sup>th</sup> to 10<sup>th</sup> Avenue and a no parking sign in the last space at the end of Main Street as the road is too narrow for two cars to safely meet at that point and agreed by consensus that diagonal parking lines should be painted. Stephanie reported that many nursing homes are closing due to lack of staff and new mandates that require a certain number of staff per resident. She has reached out to legislators with her concerns and reported that the KHS facility has struggled with staffing issues, but is no danger of closing and plans to close the year “in the black”.

*Mayor Fort left the meeting at 5:00PM and Deputy Mayor Loren Lehman presided over the remainder of the meeting.*

2. Safe Routes to School Final Draft was presented to the Councilors for review and comment. The committee has been working with Arrowhead Regional Development Commission to develop the plan.
3. Information on ATV Statewide Strategic Planning meetings was shared with the councilors in the event any of them would be available to attend the virtual meeting for our region, Region 2.

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

1. Ambulance Report – Minutes of the June 6 Ambulance meeting and May and June run/call recaps were provided and are on file at City Hall. Sonja Pelland reported that Ambulance Chief Tom Donahou would like to get quotes on costs to add a lean-to on the side of the ambulance building to house the snowmobile and trailer. The snowmobile is currently parked inside the building between the two ambulances. Councilors were encouraged to go look at the facility so they could make their own judgement as to the immediate need for additional space. No action was taken on requesting quotes.

2. Fire Department – July 11<sup>th</sup> meeting minutes were provided and are on file at City Hall. It was noted that the extractor has not yet been installed as the maintenance department is still waiting for direction as to exactly where the fire department wants the unit installed.
3. Maintenance Department – Maintenance Supervisor Kory Williams reported that the crew had been busy trimming trees behind the ballfield, installed a new compressor at the water plant, and made improvements to the campsites at Lofgren Park. Utility Systems of America would be repairing the valve cans on Third Avenue with concrete before fall. Kory also stated that Jason Boorman and Owen Erickson had done an excellent job helping get the city ready for the All School Reunion and helping over the weekend with clean-up for the event and that the department is thankful for their extra help.
4. AWAIRS Committee Minutes of the quarterly safety committee meeting held on June 22, 2022 were provided and are on file at City Hall.
5. Planning Commission Meeting Minutes from the July 13, 2022 meeting were provided and are on file at City Hall.
6. Liquor Report – Liquor Committee minutes from the June 29, 2022 meeting were provided and are on file at City Hall.
7. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of June 2022 and are on file at City Hall. The liquor store revenues for the month of June were \$22,947.28. Expenses for the month were \$31,334.01, resulting in a loss of \$8,386.73 for the month and an YTD loss of \$5,667.00. Sonja noted that merchandise purchases during June totaled over \$19,000, partially in preparation for the July 4 weekend and the All School Reunion events and that a deficit was expected for the month. July's numbers should be improved as sales were good during the reunion event. Final Engineering fees for the ATV Park project were paid out of the Economic Development Fund. Sonja reported that she would know by the end of July whether the project would be approved to advance to the next stage of the selection process. Councilor Sather inquired whether there were signs at the gravel pit property regarding swimming. No trespassing signs will be posted. She reported that the General, Water and Sewer Funds were doing well and within budget for the year. A motion was made by Councilor Sather seconded by Councilor Hell to approve the financial report. The motion carried 3-0.

### **Unfinished Business**

1. Street Repairs – One quote was received for repairs to Riverview Road. A motion to reject the quote, re-write the quote to include more specifications, and advertise again was made by Councilor Hell, seconded by Councilor Sather, and carried 3-0.
2. Small Town Tech is still working on the internet proposal.

### **New Business**

1. Resolution 2022-21: Approving Williams Property Split – (See action taken earlier in meeting.)
2. Floodplain Ordinance: A motion was made by Councilor Sather, seconded by Councilor Hell, and carried 3-0, to accept the Planning Commission's recommendation to adopt the Floodplain Ordinance and set the public hearing date for August 18, 4:00p.m.
3. Resolution 2022-22: Councilor Hell made a motion, seconded by Councilor Sather, and carried 3-0 to adopt the Swimming Pool Fill Policy as presented.
4. Liquor Store Discussion was tabled until such time as the entire council is present.

### **Miscellaneous**

- 1.

**Adjournment**

Councilor Hell made a motion, seconded by Councilor Sather to adjourn the meeting at 5:37PM. The motion carried 3-0.

Mayor Mike Fort

Deputy Mayor Loren Lehman

Attest: Sonja E. Pelland, City Clerk