

**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**

Monday, June 25, 2024

Call to Order

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

Roll Call

Members Present: Mike Fort, Loren Lehman, Quen Kennedy, Todd Thydean.

Members Absent: Sara Wendt

Others Present: Sonja Pelland, Tom Donahou, Kristi Splett, Kory Williams, Holly Hoy, Preston Hoy, Ken Ziemba, Noah Melhorne, Larry Keep, and Sandy Heem.

Pledge of Allegiance was recited.

Approval of Agenda

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

Approval of Minutes

A motion was made by Councilor Lehman, seconded by Councilor Kennedy, to approve the May 16, 2024, Regular Meeting Minutes, May 16, 2024 Special Meeting minutes, and June 10, 2024 Committee of the Whole meeting minutes. The motion carried 4-0.

Consent Agenda

A motion was made by Councilor Kennedy, seconded by Councilor Thydean, and carried 4-0, to approve the consent agenda:

1. Monthly Bills Allowed.
2. Water/sewer service terminations.
3. Approve CERC New Hire-Tiffany Dobbs
4. Approve Summer Maintenance New Hire-Walter Glover
5. Approve Tomczak Airport Lease
- 6.

Public Hearings None.

Petitions, Requests, and Communications

1. Councilor Lehman made a motion, seconded by Councilor Thydean to purchase the property located at 321 Main Street from Ziemba Residential Properties LL for \$2,000.00. Motion carried 4-0. The funds will come out of the Economic Development fund using KDA grant dollars.
2. St Francis Health Services submitted an email stating that they were going from 54 beds to 49 beds.
3. City Attorney Joe Boyle resigned. A Motion was made by Councilor Lehman to accept the resignation, seconded by Councilor Kennedy and carried 4-0.
4. LCCMR Grant Update-the city did not receive the grant for the ATV campground project but will reapply.
5. A thank you card was received from Marie Hanley for the scholarship she was awarded.
6. Administrator Training is offered through the League of MN Cities "Clerk's Academy" and includes online courses and two days in-person training in September, at Staples, MN for \$250.00, not including

lodging. The budget allows for this training and Councilors gave Holly Hoy their approval by consensus to attend.

7. The City of Littlefork Joint Airport Zoning Board will hold a hearing, followed by a meeting on Tuesday, June 25th, 2024, to consider adopting an Airport Zoning Ordinance for the Littlefork/Hanover Airport.
8. The city will receive \$202,447.67 from the State of MN for Ambulance EMS Aid. The Ambulance service is considering purchasing a new ambulance with these funds.

Reports of Officers, Boards and Committees:

1. Ambulance Report – Minutes from the Littlefork Ambulance Service Monthly Business Meeting from May 20, 2024, as well as minutes from the Littlefork Ambulance Service Taxing District Board June 3, 2024, were provided along with Run Recaps for May. Minutes from the June Monthly Business Meeting were not provided.
2. The Fire Department Report was not given as they were having a special training during the time of this meeting. Minutes from the Fire Department May 13th, 2024 and June 10th, 2024, meetings were provided. Minutes of the Annual Meeting of the Littlefork Rural Fire Taxing District were also provided and are on file at City Hall.
3. Maintenance Department – Kory Williams reported that they have been repairing potholes and patching the streets, as well as widening the approaches at Lofgren Park. The Maintenance Department also assisted with the SEH lead and copper study by gathering pictures of pipes in the homes that were in question. Summer maintenance helpers have been busy mowing and painting around town, as well as assisting with general repairs and various projects.
4. Councilors Lehman and Wendt are part of the Veteran's Monument Committee. Councilor Lehman reported that military logos have been ordered and that Greentech Manufacturing is making military insignia signs for the five symbols to be displayed by the gazebo for different branches of the military.
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 May 2024, and are on file at City Hall. A motion was made by Councilor Lehman and seconded by Councilor Thydean, to approve the Financial Report. The motion carried 4-0.

Unfinished Business

1. The city is awaiting a response from the Blandin Foundation Grant that was applied for in the amount of \$25,000.00 for a Comprehensive Plan for the City of Littlefork.
2. The city is waiting for the final feasibility study from engineer Jason Chopp regarding the paving project.

New Business

1. Councilor Lehman made a motion to approve Resolution 2024-9: the Fire Department 2024 Budget Amendment for the concrete apron, seconded by Councilor Kennedy. Motion carried 4-0.
2. Councilor Lehman made a motion to approve Resolution 2024-10: Fire Department 2025 Budget and Tax Levy in the amount of \$92,846.00, seconded by Councilor Thydean. Motion carried 4-0.
3. A motion was made to approve the five new Firefighters: Ian Klemetsen, Gage Klemetsen, Marty Jesme, Raymond Holmes, and Brett Lindvall, seconded by Councilor Kennedy. Motion carried 4-0.
4. Councilor Kennedy made a motion to approve Resolution 2024-11: the Ambulance Department 2025 Budget of \$362,945.00 and Tax Levy of \$133,495.00, seconded by Councilor Thydean. Motion carried 4-0.
5. Councilor Thydean made a motion to approve Resolution 2024-12: the Ambulance Department Officers: Chief Tim McClellan, Deputy Chief Doug Hege, Training Officer Devon Hege, Scheduling Officer Laurie Mannausau and Secretary/Treasurer Christine Hagen, seconded by Councilor Lehman. Motion carried 4-0.
6. Councilor Thydean made a motion, seconded by Councilor Lehman to approve the gravel pit contracts

for Lakes Concrete and Kennedy Trucking for \$1 per ton. Motion carried 4-0. By consensus the Council agreed to continue to allow administration to execute gravel contracts at this price with the Maintenance Department overseeing the areas where gravel is being removed.

7. There was discussion on continuing to keep keg lines at the Community Building. The Council decided to remove the lines. Further, if a renter wants to have kegs, the supplier will need to provide their own lines going forward and damage deposits will not be returned until kegs are removed from the building.
8. Councilor Lehman made a motion to solicit for sealed bids for propane for the 2024-2025 heating season, seconded by Councilor Kennedy. Motion carried 4-0.
9. Councilor Kennedy made a motion to appoint Josh Weir of Kennedy & Graven's Legal Services, as our City Attorney, seconded by Councilor Lehman. Motion carried 4-0.
10. Councilor Lehman made a motion to approve the quote from Premier Specialty Vehicles for a new ambulance, seconded by Councilor Thydean. Motion carried 4-0. PSV is part of the Savvik Buying Group, which has already met bid requirements. Therefore, two quotes are not needed.

Miscellaneous

N/A

Adjournment

Councilor Lehman made a motion to adjourn the meeting at 7:40pm, seconded by Councilor Kennedy. The motion carried 4-0.

Attest: Holly Hoy, City Clerk

Mayor Mike Fort