

**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, March 21, 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, Sara Wendt, Loren Lehman, Quen Kennedy, Todd Thydean

Members Absent: None

Others Present: Kory Williams, Lacey Lund, Ryan Schmidtbauer, Stephanie Schmidtbauer, Sandy Heem, John Luecken

Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Councilor Kennedy, seconded by Councilor Lehman to approve the agenda with the following additions: Under the Consent Agenda – approve Erickson Eatery Seasonal license. Under Approval of Minutes – March 14, 2024 Special Meeting Minutes. The motion carried 5-0.

Approval of Minutes

A motion was made by Councilor Wendt, seconded by Councilor Kennedy, to approve the February 22, 2024 Regular Meeting Minutes and the March 14, 2024 Special Meeting Minutes. The motion carried 5-0.

Consent Agenda

A motion was made by Councilor Lehman, seconded by Councilor Thydean, and carried 5-0, to approve the consent agenda:

1. Monthly Bills Allowed.
2. Water/sewer service terminations.
3. Accept donation of 25-30 cup coffee maker from Polkinghorne's Hardware for Community Building.
4. Erickson Eatery Seasonal license.

Public Hearings Ryan Schmidtbauer exercised his right to a public hearing before the City Council in response to a code violation notice he received from the City.

Petitions, Requests, and Communications

1. First Call 211 request – No action taken.
2. A notice of Open Book Meeting to be held at the County Assessor's office was shared with the council. The Open Book Meeting for the City of Littlefork will be held Wednesday, April 10, 2024 from 9 a.m. to 12 p.m. at 715 4th Street in International Falls.
3. A letter of resignation was received from the Lofgren Park Caretaker. The position has been posted until April 1. By consensus the council agreed that the personnel committee will meet with applicants and make a recommendation at the next council meeting.

Reports of Officers, Boards and Committees:

1. Ambulance Report – None.
2. Fire Department – Minutes of the February 12 and March 11, 2024 Fire Department meetings were provided. There was no Fire Department Report.

3. Maintenance Department – Kory Williams reported that he had met with SEH regarding the water service line inventory, that the department is going through all their maps in hopes of upgrading and moving to GPS mapping for water and sewer line information, and that both he and Jerry Anderson would be attending water and sewer continuing education training in Ranier in May with one day of water and one day of sewer education.
4. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of February 2024 and are on file at City Hall. A motion was made by Councilor Kennedy, seconded by Councilor Wendt to approve the Financial Report. The motion carried 5-0.

Unfinished Business

1. Sonja Pelland gave an update on the Lead Service Line inventory process that is underway. She and Kory Williams met with Simon McCormack and Matthew Nguyen of SEH Engineering for a project kick-off meeting. Information and photos gathered to date have been shared with SEH and they will be working on the project on behalf of the City through a Minnesota Department of Health grant to ensure the project is completed before the state's October deadline. They will be doing on site home water line inspections in some cases and will call to make appointments with homeowners to schedule visits.
2. The City has applied for a bonding grant for the RV Campground project. As of the council meeting, a date had not been set to go to the capitol to lobby for the project.

New Business

1. Resolution 2024-5: Liquor License for Main Street Pub LLC. A motion was made by Councilor Lehman seconded by Councilor Kennedy to approve the liquor license and Sunday liquor license for Pat Lindvall's new restaurant which will be opening in the former VFW building. Mayor Fort stated that he would like to see the purchase agreement before agreeing to a license. Other councilors disagreed with the need to see the agreement first. It was noted that the license could only be issued to a restaurant and that the establishment could not operate as a bar only – if the drinks are being served, the kitchen must be open with a menu that meets the requirements of a restaurant as defined for the purposes of issuing a liquor license. The motion carried 4-1 with Mayor Fort voting “no”.
2. Resolution 2024-6: VFW Post 9641 application for a gambling license. A motion was made by Councilor Lehman, seconded by Councilor Kennedy to approve the license for the VFW Post 9641 to conduct lawful gambling at the Main Street Pub LLC restaurant, 301 Main Street. Councilor Thydean inquired if the club had enough members to issue the license as a club needs to have 15 members, 13 of whom are eligible to vote on gambling matters. Councilor Lehman stated that the club president had told him they have 35 members. Councilor Thydean stated that he would like to see a member list. A vote was called and the motion carried 3-1-1 with Councilor Thydean abstaining and Mayor Fort voting “no”.
3. CD Renewals and Purchases: A motion was made by Councilor Kennedy, seconded by Councilor Thydean to approve Resolution 2024-7, reassigning the General Fund Liquor Store sale proceeds CD to the Debt Service Medical Center Fund upon maturity in October, to retain \$46,000 for the 2025 Debt Service payments, and to reinvest the balance as a D/S Medical Center CD for a period of one year. The motion carried 5-0. A motion was made by Councilor Lehman, seconded by Councilor Wendt, to approve Resolution 2024-8, renewing all CDs with Edward Jones that mature in April for a period of one year. The motion carried 5-0.
4. City-Wide Cleanup dates were set by consensus for April 16 to May 16 with pick up dates on Tuesdays and Thursdays. The city will once again offer white goods, tire, and TV or monitor pickup by appointment and with a paid coupon as was offered last year.

Miscellaneous

1. Councilor Wendt asked to add a request to place a “little library” box at City Park to the next council agenda.

Adjournment

Councilor Lehman made a motion, seconded by Councilor Kennedy to adjourn the meeting at approximately 8:20p.m. The motion carried 5-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort