

**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**

Thursday, May 20, 2021

Call to Order

Mayor Mike Fort called the meeting to order at 7:05p.m. at City Hall, 901 Main Street.

Roll Call

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

Members Absent: Quen Kennedy

Others Present: Sonja Pelland, Kory Williams, Tom Donahou, Stephanie Fairchild, Anna Fisher, Russell Fisher.

Pledge of Allegiance was recited.

A motion was made by Councilor Lehman, seconded by Councilor Sather, to approve the agenda. The motion carried 3-0.

Councilor Hell arrived at meeting.

Approval of Minutes

A motion was made by Councilor Sather, seconded by Councilor Lehman, to approve April 15, 2021 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. Acknowledge delinquent water and sewer accounts.
3. Approve Lion's Club 3.2 On-sale beer license at Northern MN District Fairgrounds for July 9 & 10.

Public Hearings

1. None.

Petitions, Requests, and Communications

1. Northern MN District Fair – Anna Kjellgren reported that the Northern MN District Fair will take place this year on July 8-11, 2021 with limited activities. The fair board still plans to have the 4-H building open, Lion's Club beer garden on Friday and Saturday. Littlefork Fire Relief Association is planning to host bingo, the Lutheran Food Booth may be open, the Saddle Club will have their horse show, and car races will be held on Saturday. No open class exhibits are planned at this point. The carnival will be present with limited rides. They still plan to have a DJ, a magician, and vendors. The fair board is not planning to have parking fees this year, but may allow a group to fundraise for their organization with a voluntary \$1 donation per vehicle. Ms. Kjellgren was seeking a sponsorship by the city. A motion was made by Councilor Lehman, seconded by Councilor Sather, and carried 4-0, to be a sponsor for the fair with a contribution of \$2,000 from Economic Development Timber Apportionment Funds.

Reports of Officers, Boards and Committees:

1. Ambulance Report – Ambulance Chief Tom Donahou reported on behalf of the ambulance service. The crew continues to be busy with transfers in addition to regular emergency calls. Tom is working with International Falls Ambulance on getting a training class in place for new EMTs. Run/call recap was

provided for the month of April and is on file at City hall. The Annual Meeting of the Littlefork Ambulance Taxing District is set for Monday, June 1, 6:00p.m.

2. Fire Department – Minutes of the May 10th meeting were provided and are on file at City Hall.
3. Maintenance Department – Kory Williams reported for the Maintenance Department. Water is on at Lofgren Park for campers. City wide cleanup is going well. Mowing season has begun. Sewer pond sampling and brushing has taken place at the ponds. Kory reported that he has found a pickup for sale that would meet the needs of the department and is within the budget set for purchasing the vehicle. The pickup is a 2015 Dodge Ram with 48,000 miles and has a pickup camper that is included in the sale price. A motion was made by Councilor Sather, seconded by Councilor Hell, to purchase the vehicle and camper for the price of \$34,000. The motion carried 4-0.
4. Community Building Park Committee Report – Minutes of the Tuesday, April 20, meeting were provided. The brackets for the gazebo are done and need to be sandblasted and painted. Loren Lehman installed the first pallet of decorative rock. The final order of bricks has arrived and sod will be installed within the next few weeks.
5. Liquor Report – No liquor committee meeting has been held in May. Sonja reported that the bar had to close early a couple of times due to lack of workers for the shifts. She reported on the financial statement for the store: Liquor revenues for the month of April were \$24,274.27 and expenses were \$28,534.64, resulting in a loss for the month of \$4,260.37. The YTD loss is \$11,503.30 as of April 30, 2021. The council held discussion regarding options for staying open, options for hours of operations, and options for financial aid since the store has not benefited from any of the grant and loan programs offered to other small businesses to date. A motion was made by Councilor Sather, seconded by Councilor Hell to close the liquor store on Sundays and Mondays. The motion carried 4-0. A motion was made by Councilor Lehman, seconded by Councilor Sather to transfer \$10,000 from the Economic Development Fund, Koochiching Development Authority grant dollars, to the liquor fund to pay the bills on hand. The motion carried 4-0.
6. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of April 2021 and are on file at City Hall. A motion was made by Councilor Lehman seconded by Councilor Hell, to approve the financial report. The motion carried 4-0.

Unfinished Business

1. Water/Sewer Project Update – Utility Systems of America needs to complete the project this spring. No update has been received from JPJ Engineering as to when this is scheduled.
2. Water Plant Roof Quotes – No update from JPJ on revised quote specs to be sent to USDA for approval.
3. Water Plant Lighting Project – Tom Donahou is working on obtaining the materials needed for the lighting project so he can begin work.
4. Lofgren Park Sewer Project – Destry Hell reported that the work would be started near the end of June.
5. Riverview Road Repairs – Destry reported that the quote specifications are in progress.
6. Summer Maintenance Workers – A motion was made by Councilor Lehman, seconded by Councilor Sather, to approve the hire of Jason Boorman and Owen Erickson. The motion carried 4-0.

New Business

1. City Gravel Pit – No action taken.
2. Resolution 2021-11: Amending the Fire Department Constitution and Bylaws Article IV, Section IV to read as follows: “The Officers and Rural Directors of the Fire Department shall receive compensation as determined within the annual budget and as approved by the City Council, the Fire Taxing District Board, and the County Board.” A motion was made by Councilor Lehman, seconded by Councilor Hell to approve. The motion carried 4-0.
3. CERC Insurance Liability Waiver – Councilor Sather made a motion, seconded by Councilor Hell to Not Waive the monetary limits on municipal tort liability established by MN statute 466.04. The motion carried 4-0.

Miscellaneous

1. Councilor Sather expressed his concern over loud, and speeding traffic in the City.

Adjournment

Councilor Lehman made a motion, seconded by Councilor Sather to adjourn the meeting at 7:43p.m. The motion carried 4-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort