

**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, April 15, 2021

Call to Order

Mayor Mike Fort called the meeting to order at 7:05p.m. at the Community Building, 220 Main Street, to allow for social distancing.

Roll Call

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

Members Absent: Quen Kennedy

Others Present: Sonja Pelland, Kory Williams, Tom Donahou, Dan Krause, Stephanie Fairchild, Kristi Splett, Dave Grashorn.

Pledge of Allegiance was recited.

A motion was made by Councilor Sather, seconded by Councilor Hell, to approve the agenda with additions: Add Brenda Kearny to list of bartender new hires, add Koochiching Housing Collaborative Minutes under Petitions, Requests, and Communications. The motion carried 4-0.

Approval of Minutes

A motion was made by Councilor Lehman, seconded by Councilor Hell, to approve March 18, 2021 Regular Meeting Minutes. The motion carried 4-0.

Consent Agenda

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

1. Monthly Bills Allowed.
2. Acknowledge delinquent water and sewer accounts.

Public Hearings

1. Dave Grashorn addressed the council with concerns over a shipping container he had placed on his property last fall which has been respectfully asked to be removed per city ordinance. Residents were given six months to comply with the new ordinance. Councilor Sather made a motion, seconded by Councilor Hell to give Mr. Grashorn an additional 3 months in which to move the container as it is too wet to move it to his shack at this time. The motion carried 3-1 with Councilor Lehman opposing.

Petitions, Requests, and Communications

1. Annual Audit Presentation by Brady, Martz and Associates P.C. Tracee Bruggeman of BradyMartz joined the council via Zoom to present the 2020 Annual Audit, a copy of which is on file at City hall. A motion was made by Councilor Hell, seconded by Councilor Sather, and carried 4-0 to accept the audit report.

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. Tom has between 5-9 people interested in taking the class once a trainer is certified. Run/call recap was provided for the month of March and is on file at City hall.

2. Fire Department – Minutes of the April 12th meeting were provided and are on file at City Hall. Dan Krause reported the department is still short 5 firefighters.
3. Maintenance Department – Kory Williams reported for the Maintenance Department. Their Well has been here to do their annual well maintenance. Kory and Jerry Anderson each attended day long trainings offered by MN Rural Water in Ranier. Rural Water also helped with hydrant repair. The crew has done curb and gutter cleaning and Councilor Lehman thanked the crew for the fine job. Maintenance crew also cleared some trees from Lofgren Park and stump removal is needed.
4. Community Building Park Committee Report – The committee will be meeting on Tuesday, April 20, at 6:30p.m. Wendt Construction will begin work on the gazebo once the metal pieces are completed, sandblasted, and painted.
5. Liquor Report – Teckla Brown submitted a written report which is on file at City Hall. The council discussed the financial state of the store due to Covid 19. The store is currently able to be open seven days a week and Teckla has been able to fill the schedule with bartenders, but still not able to be open until 1:00a.m. The council by consensus decided to continue to wait for guidance on how future Covid 19 funds that the city will receive may be used before they consider any other type of financial aid for the liquor store.
6. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of March 2021 and are on file at City Hall. The liquor store ended the month of March with a cash balance of \$133.66. Liquor revenues for the month of March were \$21,137.75, expenses were \$25,038.71, resulting in a loss for the month of \$3,900.96 and a YTD loss of \$7,242.93. 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 – A motion was made by Councilor Lehman, seconded by Councilor Sather to approve Resolution 2021-8: Accepting a quote from Tom Donahou Electric for the lighting project at the water plant in the amount of \$7,350. A motion was made by Councilor Lehman, seconded by Councilor Hell to approve Resolution 2021-9: Rejecting the quote for the water plant roof project and calling for new quotes. The motion carried 4-0.

New Business

1. A motion was made by Councilor Lehman, seconded by Councilor Sather to hold Spring Clean-up from May 11-27, 2021. The motion carried 4-0. The council thanked the Littlefork Lutheran Confirmation group for cleaning up City streets on April 14 as a service project.
2. A motion was made by Councilor Sather, seconded by Councilor Lehman to hire two youth for summer maintenance help this year at a pay rate of \$11 per hour. The motion carried 4-0.
3. Lofgren Park: A motion was made by Councilor Sather, seconded by Councilor Hell to open the park to campers this year with Covid 19 guidelines in place. The motion carried 4-0. Sewer hookup for the park will take place within the next couple of months.
4. Riverview Road Repairs/Road Patches and Repairs – Discussion was held on repairing Riverview Road and doing other patch repair jobs. Priority areas are Riverview, the medical center parking lot, other patching per maintenance review. By consensus, quotes will be sought for Riverview Road repairs. Stephanie Fairchild of Koochiching Health Services was in attendance and relayed to the council that KHS will be installing new sidewalks in the parking lot area as well.
5. Resolution 2021-10: Approving a contract between Lakes Concrete Plus and the City of Littlefork to purchase pit run sand from the city for use at their concrete plant. A motion to approve the contract at \$1 per yard for pit run material for a 3 year term ending June 1, 2024 was made by Councilor Lehman, seconded by Councilor Hell and carried 4-0.

Miscellaneous

1. None.

Adjournment

Councilor Hell made a motion, seconded by Councilor Sather to adjourn the meeting at 8:20p.m. The motion carried 4-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort