

**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, August 18, 2022**

**Call to Order**

Mayor Mike Fort called the meeting to order at 4:03PM at City Hall, 901 Main Street.

**Roll Call**

Members Present: Mike Fort, Loren Lehman, Kevin Sather

Members Absent: Quen Kennedy, Destry Hell

Others Present: Sonja Pelland, Kory Williams, Todd Thydean, Sara Wendt

**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.

**Approval of Minutes**

A motion was made by Councilor Lehman, seconded by Councilor Sather, to approve July 21, 2022 regular meeting minutes. The motion carried 3-0.

**Consent Agenda**

A motion was made by Councilor Sather, seconded by Councilor Lehman, and carried 3-0, to approve the items on the consent agenda:

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

**Public Hearings**

1. Ordinance 117: Minnesota Floodplain Ordinance for the City of Littlefork. There were no comments from the public.

**Petitions, Requests, and Communications**

1. LCCMR Application letter was provided to the council and is on file at City Hall. The city's application for funding for an RV park was not amongst the 58 chosen for further consideration. The application may be resubmitted next year and other sources of funding may also be sought.
2. MN Department of Health letter regarding water samples being consistently below the maximum contaminant levels was shared with the council and is on file at City Hall.

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

1. Ambulance Report – Run/call report for July and July 18 and August 1 meeting minutes were provided and are on file at City Hall. The council briefly discussed equipment storage in the ambulance and maintenance garages and by consensus agreed that the ambulance service could move items around in their garage to better accommodate the snowmobile that is currently parked between the two ambulances.
2. Fire Department – August 8<sup>th</sup> meeting minutes were provided and are on file at City Hall. The department received an Operation Round-up Grant in the amount of \$570 for entrance lighting. Councilor Lehman

noted that the Fire Department was having Nick Benedict install the extractor. Kory Williams confirmed that the Maintenance Department has discussed installation and how Nick will be hooking it up.

3. Maintenance Department – Maintenance Supervisor Kory Williams reported that the crew had been busy trimming trees in the boulevard and branches overhanging the streets. A sprayer for painting lines has arrived and they will be painting crosswalks as soon as paint arrives. They plan to paint angle parking lines on Main Street by the medical center. They continue to keep brush mowed at the airport and are working on brush mowing and cattail removal at the sewer ponds.
4. Airport Committee Report – A memorandum from Melissa Underwood of SEH, Inc. concerning existing conditions at the airport and facility recommendations was shared with the council and is on file at City Hall. The committee met on August 15 to further discuss the Airport Layout Plan and a summary of the discussion held will be provided at a future date. Mayor Fort summarized that the plan will include space for future hangars and that once the ALP is complete the committee will be working on some zoning issues.
5. Liquor Report – Teckla Brown submitted a brief hand-written report which is on file at City Hall.
6. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of July 2022 and are on file at City Hall. The liquor store revenues for the month of July were \$34,456.51. Expenses for the month were \$26830.64, resulting in a profit of \$7,625.87 for the month and a YTD profit of \$1,958.87. Sonja stated that the profit was solely due to the All School Reunion event. Other city funds are within the budget for the year. A motion was made by Councilor Lehman seconded by Councilor Sather to approve the financial report. The motion carried 3-0.

### **Unfinished Business**

1. Street Repairs – No quotes were received so Mayor Fort stated that the council will seek quotes again in the spring.
2. Small Town Tech internet proposal – Presentation is not ready at this time.
3. Liquor Store Discussion – A motion was made by Councilor Sather to put the store up for sale with an asking price of the taxable market value. Councilor Lehman seconded the motion and the motion carried 3-0. A motion was made by Councilor Sather, seconded by Councilor Lehman, and carried 3-0 to list with local realtor, Jamie Wendt of American Woods and Waters. A motion was made by Councilor Sather to amend his previous motion to put the store up for sale with an asking price of \$150,000. Councilor Lehman seconded the motion and the motion carried 3-0.

### **New Business**

1. Resolution 2022-23: Preliminary 2022, Collectible 2023 General Fund Tax Levy of \$109,140, Debt Service Levy of \$15,000, 2023 General Fund Budget in the amount of \$508,251, and the Littlefork Medical Center Taxing District Levy in the amount of \$100,000. Sonja Pelland presented the budget and levy information. A motion to approve as presented was made by Councilor Sather, seconded by Councilor Lehman, and carried 3-0.
2. Ordinance 117: Minnesota Floodplain Ordinance for the City of Littlefork. A motion to approve the ordinance was made by Councilor Lehman, seconded by Councilor Sather, and carried 3-0.
3. Proposed Zoning Amendment: A motion was made by Councilor Lehman, seconded by Councilor Sather, and carried 3-0 to accept the recommendation of the Planning and Zoning Commission to amend the City Code, Section 151.21 R1 Single Family Residential District (D) Conditional Uses to add number (6) Dwelling Use: No boat, trailer, recreational vehicle, camper, camper trailer or motor home shall be used as a permanent (longer than two weeks) dwelling, storage, or other accessory building and to set the public hearing date for the amendment for Thursday, September 15, 2022 at 4:00PM.

**Miscellaneous**

1. Councilor Lehman suggested applying for an Operation Round-up Grant to help pay for tables and/or chairs for the community building.

**Adjournment**

Councilor Lehman made a motion, seconded by Councilor Sather to adjourn the meeting at 4:52PM. The motion carried 3-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort