

**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, December 16, 2021

Call to Order

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

Roll Call

Members Present: Mike Fort, Kevin Sather, Loren Lehman, Quen Kennedy

Members Absent: Destry Hell

Others Present: Sonja Pelland, Kory Williams, Tom Donahou

Pledge of Allegiance was recited.

A motion was made by Councilor Kennedy, seconded by Councilor Sather, to approve the agenda. The motion carried 4-0.

Approval of Minutes

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

Consent Agenda

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

1. Approve Monthly Bills Allowed.
2. Water/Sewer shut-offs.
3. Approve licenses: Theisen Vending; Friend's Garbage, Jim's Disposal; cigarette licenses for Littlefork Muni, J & D Family Foods, and Mel's Corner Service.

Public Hearings

1. Truth in Taxation Hearing – No comments from the public.
2. Ordinance 116 Hearing – No comments from the public.

Petitions, Requests, and Communications

Reports of Officers, Boards and Committees:

1. Ambulance Report – Minutes of October 18th and November 15th Ambulance Department business meetings and the November Run/Call recap were provided and are on file at City Hall. Ambulance Chief Tom Donahou reported that an EMT class would be scheduled by Adam Mannausau once the City of International Falls sets a fee schedule for the class. There is one trained EMT interested in joining the service and three people who want to take the EMT class as soon as it is scheduled. Rigs are running well and the crew is following Covid guidelines.
2. Fire Department – December 13, 2021 minutes were provided and are on file at City Hall.
3. Maintenance Department – Kory Williams reported the skating rink would be ready for skating before Christmas vacation. MN Department of Health performed the annual inspection at the water plant and everything went well. Ceiling tiles in the liquor store restroom have been replaced. A new motor for the walk in cooler fan has been ordered by Ron Nelson and will be installed as soon as it arrives. A ventilation fan at the water plant has been replaced. Snow removal equipment has been serviced and is ready for use.

4. Community Building Park Committee Report – Loren reported that the only remaining work to be done on the gazebo is the lighting. The wiring is all installed and will be completed by Tom Donahou as soon as he can fit it into his schedule.
5. Liquor Report – None. Minutes of the December 4 Liquor Committee meeting were provided and are 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 November 2021 and are on file at City Hall. The Liquor Store had revenues for the month of \$27,831.25, expenses of \$26,310.59, resulting in a profit of \$1520.66 for the month of December. A motion was made by Councilor Lehman seconded by Councilor Sather to approve the financial report. The motion carried 4-0.

Unfinished Business

1. City Park/Campground Development – Mr. Dennis Wagner has verbally offered land for the park including an additional 40 acres located north of the property he originally offered. The Council will wait for paperwork to come from Mr. Wagner regarding the property transfer before they can take council action.

New Business

1. Resolution 2021-36: A motion was made by Councilor Lehman, seconded by Councilor Kennedy, and carried 4-0, to approve the Fire Department Officers – Chief Dan Wendt, Assistant Chief Dan Krause, Captain/Training & Safety Officer Bruce Grotberg, and Lieutenant/Secretary-Treasurer Valerie Krause.
2. Resolution 2021-37: A motion to approve increasing the annual retirement benefit amount from \$2,400 per year of service to \$2,900 per year of service was made by Councilor Lehman and seconded by Councilor Sather. The motion carried 4-0.
3. Resolution 2021-38: A motion to approve the 2021, collectible in 2022 Final Tax Levy and the 2022 General Fund Budget was made by Councilor Kennedy, seconded by Councilor Sather, and carried 4-0. The General Fund Levy was set at \$107,000, Debt Service Levy at \$15,000, for a total levy of \$122,000. The Littlefork Medical Center Taxing District Levy was set at \$100,000. The General Fund Budget was approved in the amount of \$499,988.
4. A motion was made by Councilor Sather, seconded by Councilor Lehman, and carried 4-0, to approve the 2022 Water, Sewer, and Liquor budgets.
5. Resolution 2021-39: Authorizing Cost of Living Increase. A motion was made by Councilor Kennedy, seconded by Councilor Lehman to approve a 5% cost of living increase on base wages. The motion carried 4-0.
6. A motion was made by Councilor Lehman, seconded by Councilor Kennedy not to waive the monetary limits on municipal tort liability established by Minn. Stat. §466.04. The motion carried 4-0.
7. A motion was made by Councilor Kennedy, seconded by Councilor Sather to allocate the 2021 Lawful Gambling Receipts to be used as follows: \$1000 for four L-BF scholarships at \$250 each, \$3000 for the Community Christmas Food Basket program coordinated by Littlefork Lutheran Church, and the remaining balance of funds toward the improvement of the Community Building Park Gazebo by the addition of cameras. The motion carried 4-0.
8. Ordinance 116 Amending the Schedule of Fees and Charges: A motion was made to approve the schedule by Councilor Lehman, seconded by Councilor Kennedy, and carried 4-0.

Miscellaneous

- 1.

Adjournment

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