

**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**

Wednesday, December 21, 2023

Call to Order

Mayor Mike Fort called the meeting to order at 7:02 PM at City Hall, 901 Main Street.

Roll Call

Members Present: Mike Fort, Sara Wendt, Loren Lehman, Todd Thydean, Quen Kennedy

Members Absent: None

Others Present: Tom Donahou, Dan Wendt

Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Councilor Wendt, seconded by Councilor Lehman to approve the agenda. The motion carried 5-0.

Approval of Minutes

A motion was made by Councilor Lehman, seconded by Councilor Kennedy, to approve the November 15, 2023 Regular Meeting Minutes, November 21, 2023 Planning Commission Meeting Minutes, November 28, 2023 Planning Commission Meeting Minutes, December 4, 2023 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 *

*A motion was made by Councilor Wendt, seconded by Councilor Kennedy, and carried 5-0 to offer a payment plan to a water customer on the shutoff list who experienced a large water usage a couple months ago, whereby an additional \$45 per month shall be paid by the customer in addition to their current monthly bill going forward until the high usage amount is paid off.

Public Hearings - Truth in Taxation Hearing. There were no comments or questions from the public.

Petitions, Requests, and Communications

1. Sara Wendt reported that the SnoFun Days group is requesting help with advertising and promoting the event. A motion was made by Councilor Thydean, seconded by Councilor Kennedy, to approve spending up to \$1,000 of Economic Development funds for that purpose. The motion carried 5-0.

Reports of Officers, Boards and Committees:

1. Ambulance Report – Minutes of the November 18th Ambulance Service meeting, and Run/Call Recap reports for November were provided. Tom Donahou reported that the crew has been busy, that the rigs are running well, and that the doors are being re-keyed so that the back and front doors are the same. New keys will be distributed to EMTs. The crew is planning to participate in SnoFun days by offering sled rides at the ball field.
2. Fire Department – Minutes of the December 11th Fire Department meeting were provided. Dan Wendt reported that they have had no major incidents in the past month. The department will be getting a quote for cleaning the fire hall from Elizabeth Pendergast who currently cleans the Ambulance Garage. Dan

plans to move the current back door to the front door space and replace the back door as this is a great cost savings from the door they were previously considering. The Fire Department plans to host a broomball tournament during SnoFun Days. Mayor Fort noted that rural directors are elected rather than hired by a vote and that a special meeting of the Rural Fire Association would need to be posted and published to elect them at the January Fire Department meeting.

3. Maintenance Department – None. Mayor Fort asked that the crew be directed to fill bad potholes in town.
4. The Veterans' Memorial Committee recommends the front lawn by the gazebo park be used for the memorial. The council agreed by consensus.
5. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of November 2023 and are on file at City Hall. Councilor Lehman inquired as to whether the city would receive Public Safety Aid. Sonja Pelland stated that the city would be receiving around \$24,000 in aid which would help offset the cost of major repairs to a fire truck this summer. A motion was made by Councilor Lehman, seconded by Councilor Thydean to approve the Financial Report. The motion carried 5-0.

Unfinished Business

1. A motion was made by Councilor Lehman, seconded by Councilor Wendt, to join the International Falls Area Chamber of Commerce, purchase a full page 25% discounted ad plus ad design in the chamber's upcoming resource directory. The motion carried 5-0.

New Business

1. A motion to approve Resolution 2023-41 approving Fire Department Officers as follows was made by Councilor Lehman: Chief Dan Wendt, Assistant Chief Dan Krause, Captain/Training & Safety Officer Bruce Grotberg, Lieutenant/Secretary-Treasurer Valerie Krause. Councilor Kennedy seconded the motion and the motion carried 5-0.
2. A motion to approve Resolution 2023-42 amending the Protective Footwear Policy was made by Councilor Kennedy, seconded by Councilor Lehman, and carried 5-0. The amendment increased the boot reimbursement from \$125 to \$150.
3. A motion to approve Resolution 2023-43 approving the 2024 General fund budget in the amount of \$531,226 and the final 2023, collectible 2024 tax levy in the amount of \$125,210 was made by Councilor Wendt, seconded by Councilor Kennedy, and carried 5-0.
4. A motion to approve Resolution 2023-44 authorizing 2024 pay increases was made by Councilor Thydean, seconded by Councilor Kennedy, and carried 5-0.
5. A motion to approve the Water and Sewer 2024 Budgets was made by Councilor Kennedy, seconded by Councilor Lehman, and carried 5-0.
6. A motion was made by Councilor Kennedy, seconded by Councilor Thydean to declare Lawful Gambling Funds received in 2023 be used as follows: \$2,000 for community food baskets, \$2,000 for (4) school scholarships, any remaining balance toward the veteran's memorial. The motion carried 5-0.
7. First Reading of Ordinance 123 Amending the Schedule of Fees and Charges. A motion to approve with typographical error correction, removal of the words "municipal liquor store" from the water rate section, and additional campground fees as presented was made by Councilor Kennedy. Councilor Thydean seconded the motion and the motion carried 5-0. Ordinance will be posted for final adoption in January.

Adjournment

Councilor Lehman made a motion, seconded by Councilor Wendt to adjourn the meeting at 7:53PM. The motion carried 5-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort