

**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, February 22, 2024**

**Call to Order**

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

**Roll Call**

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

Members Absent: Todd Thydean

Others Present: Tom Donahou, Kory Williams, Lacey Lund

**Pledge of Allegiance** was recited.

**Approval of Agenda**

A motion was made by Councilor Lehman, seconded by Councilor Kennedy to approve the agenda with the following additions: Under the Consent Agenda – renew Mel’s Corner Service 3.2 Liquor license. Under Petitions, Requests and Communications – Citizen request for cameras on Main Street and additional lighting on Second Avenue; S.E.H. Engineering memo on paving. The motion carried 4-0.

**Approval of Minutes**

A motion was made by Councilor Wendt, seconded by Councilor Kennedy, to approve the January 18, 2024 Regular Meeting Minutes. The motion carried 4-0.

**Consent Agenda**

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

1. Monthly Bills Allowed.
2. Water/sewer service terminations.
3. Littlefork Muni on sale, off sale and Sunday liquor license renewals.
4. Jackpine Family Diner on sale and Sunday liquor license renewals.
5. Pay Equity Submission.
6. Fire Relief Association Bingo license 3/22/2024.
7. Mel’s Corner Service 3.2 off sale beer license renewal.

**Public Hearings** None

**Petitions, Requests, and Communications**

1. Sara Wendt reported that the SnoFun Days went great, was well attended with over 345 participants in the various events, and that the event will be held again next year over Presidents’ Day Weekend. Mayor Fort and the council thanked everyone for doing a great job. Councilor Lehman thanked Sara Wendt specifically for all her hard work in getting the event re-started in the community again.
2. A request by Sonya Braxton for 24 hour cameras on Main Street as well as more lighting on Second Avenue was shared with the council. After a brief discussion the council by consensus agreed that no action was necessary on either item.
3. A memo on the upcoming paving project was shared with the council. A tentative meeting date and time to discuss the memo with Jason Chopp of S.E.H. Engineering was set for Thursday, March 14, 3:30p.m. as Jason was unable to attend today’s meeting.

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

1. Ambulance Report – The Ambulance Service did not have a quorum for their January meeting. Run/Call Re-cap for January has not yet been received in the clerk’s office. Tom Donahou reported that the crew

had a slow month for ambulance calls. There were very few runs, but they provided mutual aid to a motor vehicle accident near Northome. Tom is checking on the alignment warranty for the tires on rig 305 as the front tires are wearing badly.

2. Fire Department – Minutes of the February 12, 2024 Fire Department meeting were not available. There was no Fire Department Report.
3. Maintenance Department – Kory Williams reported that the new street light had been installed in front of Polkinghorne’s Hardware and is working well. With the mild winter he and Jerry Anderson have been able to do cattail clearing work at the sewer ponds that they typically would not be able to do with more snow. The ice rink was flooded and worked well for the SnoFun Days broomball event. The new scraper attachment has been tested and works well for removing ice from roadways.
4. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of January 2024 and are on file at City Hall. A motion was made by Councilor Wendt, seconded by Councilor Kennedy to approve the Financial Report. The motion carried 4-0.

### **Unfinished Business**

1. A motion was made by Councilor Lehman, seconded by Councilor Kennedy to appoint City Attorney Joseph M. Boyle. The motion carried 4-0.

### **New Business**

1. Resolution 2024-4: LCCMR Grant Application. A motion was made by Councilor Wendt, seconded by Councilor Lehman to approve the resolution re-applying for a Legislative-Citizen Commission on Minnesota Resources grant for the gravel pit park. The motion carried 4-0. Mayor Fort requested that the administrator inquire as to what date he or another person would need to go lobby for the project.
2. A motion to *not waive* the monetary limits on municipal tort liability established by Minn. Stat. 466.04 for the CERC League of Minnesota Cities Insurance renewal was made by Councilor Lehman, seconded by Councilor Wendt, and carried 4-0.

### **Miscellaneous**

- 1.

### **Adjournment**

Councilor Kennedy made a motion, seconded by Councilor Wendt to adjourn the meeting at 7:25p.m. The motion carried 4-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort