

**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, June 16, 2022

Call to Order

Mayor Mike Fort called the meeting to order at 4:00p.m. at City Hall, 901 Main Street.

Roll Call

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

Members Absent: None

Others Present: Sonja Pelland, Wayne Skoe, Carol Skoe, Tom Donahou, Jerry Anderson, Deb Polkinghorne, Sarah Wendt, Kristi Kennedy

Pledge of Allegiance was recited.

A motion was made by Councilor Hell, 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 Sather, to approve May 19, 2022 regular meeting minutes. The motion carried 5-0.

Consent Agenda

A motion was made by Councilor Kennedy, seconded by Councilor Hell, and carried 5-0, to approve the items on the consent agenda:

1. Approve Monthly Bills Allowed. Sonja Pelland noted that Ambulance Officer Pay amounts reflected the budgeted increase and are as follows: Chief \$1950, Officers \$1620 each.
2. Water/Sewer shut-offs.
3. Approve Northern MN District Fair Board 3.2 Beer License.

Public Hearings

1. Littlefork Medical Center Taxing District Board Annual Public Hearing was called to order. Members Mike Fort, Loren Lehman, Quen Kennedy, Destry Hell, Kevin Sather and Wayne Skoe were present. Member Wade Pavleck was absent. There were no comments from the public. A motion was made by Lehman, seconded by Sather and carried 6-0 to approve the 2022 LMC Taxing District levy, collectible in 2023 in the amount of \$100,000. Sonja Pelland stated that 2024 is the final year the levy would be collected. The public hearing ended.
2. Wayne Skoe informed the council that the peat plant business in Big Falls had been delayed as Berger was unable to find enough employees to operate this year.

Petitions, Requests, and Communications

1. Sara Wendt and Deb Polkinghorne reported on the upcoming All School Reunion event and provided a schedule of events. A motion was made by Councilor Lehman to waive the fees for the community building (the City is sponsoring the event), and to utilize the city maintenance crew for help as needed. Councilor Kennedy seconded the motion. The motion carried 5-0. An updated schedule of events for the

All School Reunion was provided by Sara Wendt. The alley behind the community building will be blocked off for a reunion event on Friday.

2. Minnesota DNR and FEMA information on a Floodplain Ordinance was provided to the council. The Planning Commission will meet in July to review the ordinance and then it will be brought to the council for public hearing and adoption.

Reports of Officers, Boards and Committees:

1. Ambulance Report – April run/call recap was provided and is on file at City Hall. There was no May business meeting due to lack of quorum. Tom Donahou reported that there were over 50 runs in May. A new trailer was purchased to haul the snowmobile and side-by-side vehicle. JoAnn Richards and Elizabeth Pendergast finished the EMT class and will do ride-alongs for the next 90 days paid at the first responder rate. The ambulance rigs are running well.
2. Fire Department – June 13th meeting minutes were provided and are on file at City Hall. A motion to allow the American Legion to meet at the fire hall and to store their ceremonial guns (no live ammunition) in a safe within the building was made by Councilor Sather, seconded by Councilor Kennedy, and carried 5-0.
3. Maintenance Department – Jerry Anderson thanked the council for re-hiring Owen Erickson and Jason Boorman. The water is now on at Lofgren Park and the crew has been putting in new camper pads. The maintenance crew has been mowing, cleaning boat ramps at the river, working on sewer pond discharging, and bug spraying. Light bases have been repainted. They hauled a lot of brush and leaves for residents during spring clean-up. Councilor Lehman inquired about street sweeping and Jerry reported that the gutters would be cleaned and then the county will be sweeping.
4. Minutes of the June 7 Community Center Park Committee were provided and are on file at City Hall.
5. Liquor Report – Teckla Brown submitted a written report as she had the day shift and was unable to attend. She is working on finding help for the reunion event. The walk in cooler is fixed but now the upright freezer is not working. Parts are on order for the freezer. The written report 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 May 2022 and are on file at City Hall. The liquor store revenues for the month of May were \$26,869.18. Expenses for the month were \$26,239.09, resulting in an excess of revenues over expenditures of \$630.09 for the month. A motion was made by Councilor Lehman seconded by Councilor Kennedy to approve the financial report. The motion carried 5-0.

Unfinished Business

1. Sonja Pelland reported that the new playground equipment has been ordered with an approximate delivery date of September 9.
2. Spring Clean-up went well with many residents requesting brush and leaves hauled. There were no requests to pick up white goods. Over 20 letters were sent out regarding junk vehicles and mowing.
3. Councilors were provided the advertisement for street repair quotes for Riverview Road. Any quotes received will be acted on at the July meeting.
4. Lofgren Park Dump Station project is not yet completed.
5. The council received information regarding the Airport Master Plan which is being worked on by Melissa Underwood of S.E.H.
6. Small Town Tech is still working on the internet proposal.

(Councilor Kennedy left the meeting at 4:55p.m.)

New Business

1. Resolution 2022-16: Approving Ambulance Officers – Chief Tom Donahou, Deputy Chief Doug Hege, Training Officer Tim McClellan, Scheduling Officer Laurie Mannausau, Secretary Christine Hagen. A motion was made by Councilor Lehman and seconded by Councilor Sather to approve the resolution. The motion carried 4-0.
2. Resolution 2022-17: Ambulance Budget and Tax Levy. A motion to approve the 2022, collectible in 2023 Ambulance Service tax levy at \$119,495 and the 2023 Ambulance Service Budget at \$296,995 was made by Councilor Sather, seconded by Councilor Hell, and carried 4-0.
3. Resolution 2022-18: Fire Department Budget and Tax Levy. A motion to approve the 2022, collectible in 2023 Fire Department tax levy at \$92,734 and the 2023 Fire Department Budget at \$92,734 was made by Councilor Lehman, seconded by Councilor Sather, and carried 4-0.
4. Resolution 2022-19: A motion was made by Councilor Lehman, seconded by Councilor Hell, and carried 4-0 to accept a \$ 5,749.50 donation from the Littlefork Thrift shop to the Littlefork Ambulance Service for the purchase of a trailer.
5. Resolution 2022-20: A motion was made by Councilor Lehman, seconded by Councilor Sather to accept a donation of \$200 by Dan Wendt towards weed spraying at the gazebo plaza. The motion carried 4-0.

Miscellaneous

- 1.

Adjournment

Councilor Hell made a motion, seconded by Councilor Lehman to adjourn the meeting at 5:05p.m. The motion carried 4-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort