

**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, March 18, 2021**

**Call to Order**

Mayor Mike Fort called the meeting to order at 7:00p.m. at the Community Building, 220 Main Street, to allow for social distancing.

**Roll Call**

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

Members Absent: Quen Kennedy

Others Present: Sonja Pelland, Kory Williams, Tom Donahou, Dan Krause

**Pledge of Allegiance** was recited.

A motion was made by Councilor Sather, seconded by Councilor Hell, to approve the agenda with additions: Add Brenda Kearny to list of bartender new hires, add Koochiching Housing Collaborative Minutes under Petitions, Requests, and Communications. The motion carried 4-0.

**Approval of Minutes**

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

**Consent Agenda**

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

1. Monthly Bills Allowed.
2. Acknowledge delinquent water and sewer accounts.
3. Approve Liquor Store new hires: Shane Anderson and rehire Brenda Kearny

**Public Hearings**

1. None.

**Petitions, Requests, and Communications**

1. Koochiching Technology Initiative information: Jaci Nagle is working on possible broadband improvements in the Littlefork area and hoping to access Covid relief funds that have been designated for such purposes. Nagle will keep the City informed of her progress as information becomes available. She is currently working with Steve Howard of Paul Bunyan Communications on this project.
2. Floodplain Map Information Virtual Open House Invitation was shared with councilors. The event is open to the public and will be held March 31, 2021 from 5-7:00p.m. on the Koochiching County Environmental Services Website.
3. Koochiching Housing Collaborative Minutes from the February 22, 2021 meeting were distributed to council members. City Administrator encouraged any councilors who wished to participate in the next meeting to attend on March 22, 2021.

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

1. Ambulance Report – Ambulance Chief Tom Donahou reported on behalf of the ambulance service. The second power lift has been installed. The thrift store made a donation to cover the remaining balance due plus the cost of a cell phone booster for the ambulance garage. A photo will be taken next Wednesday of

the new cot with thrift shop volunteers for the local paper. The crew continues to be busy with transfers in addition to regular emergency calls. Tom is working with International Falls Ambulance on getting a training class in place for new EMTs.

2. Fire Department – Minutes of the March 8<sup>th</sup> meeting were provided and are on file at City Hall. Dan Krause reported that Rod Spry is no longer on the department as he has moved. The department currently has 18 firefighters and continues to seek more members. Equipment is in working condition other than rig 307 currently has a PTO valve air leak being repaired.
3. Maintenance Department – Kory Williams reported that the Maintenance Department has been busy spring cleaning, tune-ups, and brush mowing at the airport and the sewer ponds. HM Cragg completed annual service on the water plant generators. Minnesota Rural Water is offering water and wastewater training days in Ranier in April and Kory and Jerry plan to attend.
4. Community Building Park Committee Report – The Garden Club has met the goal of another 100 bricks and will place an order soon. Work on the gazebo should begin shortly.
5. AWAIRS Committee Report – Minutes of the March 10 AWAIRS (A Workplace Accident & Injury Reduction Program) were provided for the council and are on file at City Hall.
6. Liquor Report – Minutes of the March 21 Liquor Committee meeting were provided to the council members and are on file at City Hall. Liquor revenues for the month of February \$22,324.82 and expenses were \$24,056.96, leaving a loss for the month of \$1,732.14 and a YTD loss of \$3,341.97. Discussion shifted to federal Covid 19 aid the city would be receiving in the next two years, approximately \$100 per capita for a total of over \$60,000. The council will wait for guidance from League of Minnesota Cities on how the aid can be used before making any decision regarding financial aid to the liquor store from other city funds (Economic Development grant dollars). The liquor store manager would like to replace the mats behind the bar for safety reasons. A motion was made by Councilor Sather, seconded by Councilor Lehman, and carried 4-0, to use KDA grant dollars to purchase new mats.
7. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of February 2021 and are on file at City Hall. The annual audit for 2020 will be presented to the council at the April 15 Council meeting. A motion was made by Councilor Lehman seconded by Councilor Hell, to approve the financial report. The motion carried 4-0.

### **Unfinished Business**

1. Water/Sewer Project Update – USDA Rural Development has approved the Request for Quote documents for water plant improvements to the roof and lighting. A motion was made by Councilor Lehman, seconded by Councilor Hell, and carried 4-0 to advertise for quotes for both projects with separate quotes.

### **New Business**

1. Resolution 2021-6: A resolution accepting a donation in the amount of \$4,116 from Littlefork Ambulance Thrift Shop toward the purchase of a power cot and a cell phone booster. Councilor Lehman moved to approve, seconded by Councilor Sather. The motion carried 4-0.
2. Resolution 2021-7: A motion was made by Councilor Lehman, seconded by Councilor Hell to approve a resolution to purchase six sets of street banners from Fairchild Sign with Koochiching Development Authority grant dollars at a cost of \$768 per set of 24 banners. The motion carried 4-0.
3. Resolution 2021-8: Airport Grant Agreement - A motion was made by Councilor Lehman, seconded by Councilor Hell, to authorize the Mayor and the City Administrator to sign the airport grant agreement with MnDot Aeronautics to acquire a mower for the airport. The motion carried 4-0.
4. Community Building Use – The council agreed by consensus that the community building will continue to not be rented for family or social gatherings until Covid 19 restrictions are further lifted.

### **Miscellaneous**

1. None.

**Adjournment**

Councilor Sather made a motion, seconded by Councilor Hell to adjourn the meeting at 7:50p.m. The motion carried 4-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort