

**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, November 18, 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, Destry Hell

Members Absent: None

Others Present: Sonja Pelland, Kory Williams

Pledge of Allegiance was recited.

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

Approval of Minutes

A motion was made by Councilor Sather, seconded by Councilor Lehman, to approve October 21, 2021 Regular Meeting Minutes and the November 17, 2021 Public Hearing 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.
2. Water/Sewer shut-offs.

Public Hearings

Petitions, Requests, and Communications

Reports of Officers, Boards and Committees:

1. Ambulance Report – None.
2. Fire Department – November 8, 2021 minutes were provided.
3. Maintenance Department – Kory Williams reported that the sander had been mounted in the pickup, steps and bed-liner have been installed in the new pickup, condenser unit was oiled on the walk in cooler at the liquor store, ice machine was cleaned, and a leak in the roof has been repaired. Christmas decorations are up and the park water lines have been winterized. They are currently working on discharging at the sewer ponds.
4. Community Building Park Committee Report – Loren reported that the sealcoat had been done on the wood of the new gazebo but no bill has been received as of yet. By consensus, the council agreed that cameras should be added to show the gazebo park area. An Operation Round-up grant was submitted for doors for the community building to access the gazebo park from the side of the building.
5. Liquor Report – None. Sonja Pelland reviewed changes to be made to the Liquor Manager job description. Councilor Lehman moved to approve, seconded by Councilor Kennedy and the motion carried 5-0.
6. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of October 2021 and are on file at City Hall. The Liquor Store had revenues for the month of \$25,339.33, expenses of \$28,150.35 (October was a three pay period month), resulting in a loss of \$2,811.02 for the month of October. A motion was made by Councilor Sather seconded by Councilor Kennedy to approve the financial report. The motion carried 5-0.

Unfinished Business

1. Roof Project at Water Plant – A motion was made by Councilor Lehman, seconded by Councilor Hell to approve the Certificate of Final Approval for the roof project. The motion carried 5-0.
A motion was made by Councilor Sather, seconded by Councilor Kennedy to approve Contractor's Request for Payment Number 1 and Number 2 (Final). The motion carried 5-0.
2. Lofgren Park Sewer Project – The sewer is connected and the dump station installed at Lofgren Park. Cement is the only part of the job that will need to be completed in the spring. A motion to pay the partial invoice from D.H. Contracting was made by Councilor Lehman, seconded by Councilor Sather, and carried 4-0, with Councilor Hell abstaining.
3. City Park/Campground Development – The Council will wait to hear back from Mr. Dennis Wagner as to the status of the donation of the property.

New Business

1. Resolution 2021-35: Accepting a donation of unclaimed capital credits from North Star Electric for the Ambulance Service in the amount of \$500.00. A motion to approve was made by Councilor Lehman, seconded by Councilor Sather, and carried 5-0.

Miscellaneous

- 1.

Adjournment

Councilor Lehman made a motion, seconded by Councilor Kennedy to adjourn the meeting at 7:30p.m. The motion carried 5-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort