

**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**

Tuesday, October 17, 2023

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, Todd Thydean, Quen Kennedy

Members Absent: None

Others Present: Sonja Pelland, Kory Williams, Tom Donahou. Jason Chopp via telephone.

Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Councilor Lehman, seconded by Councilor Wendt to approve the agenda with the addition of American Legion Bingo License approval under the Consent Agenda, the addition of Resolution 2023-33 Campspot Agreement under New Business, and the deletion of I. Falls Chamber of Commerce Presentation under Petitions, Requests, and Communications. The motion carried 5-0.

Approval of Minutes

A motion was made by Councilor Thydean, seconded by Councilor Kennedy, to approve September 21, 2023 Regular Meeting Minutes, September 28, 2023 Special Meeting Minutes (KHS Lease Agreement). 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.
3. American Legion Bingo license 10/26/23

Public Hearings - None.

Petitions, Requests, and Communications

1. Raze or Repair Order follow up – The council was provided with a copy of the response letter to Randy and Donna Barstad regarding the repairs to the building at 705 Third Avenue.
2. MN Dept. of Health Lead/Copper Monitoring Report was provided to the council. This is an annual report that verifies lead and copper levels in city water are safe.

Reports of Officers, Boards and Committees:

1. Ambulance Report – Minutes of the September 19, 2023 Ambulance Service meeting, and Run/Call Recap reports for August and September were provided. Tom Donahou reported that the crew is busy with many runs and transfers in the past month, that the rigs are running well, and that the service could use a few more people willing to take daytime call time.
2. Fire Department – Minutes of the October 11th Fire Department meeting were provided.
3. Maintenance Department – Kory Williams reported that fall hydrant flushing had been completed, Lofgren Park water lines have been winterized except for the restrooms, the crew is working on sewer pond discharging, installing well house heaters, and getting equipment ready for winter.
4. AWAIRS Committee minutes of the September 27th meeting were provided to the council.
5. The Veterans' Memorial Committee is still considering potential sites for a memorial.

6. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of September 2023 and are on file at City Hall. A motion was made by Councilor Kennedy, seconded by Councilor Thydean to approve the Financial Report. The motion carried 5-0.

Unfinished Business

1. Paving - The council was provided a copy of the League of MN Cities Toolkit for Special Assessments. Jason Chopp of S.E.H. Engineering was called on the phone to discuss paving. The Council requested that Jason put together an estimate of the engineering scope and fee for a feasibility study and survey work, soil boring, and assistance with an application for LRIP funding with determination of which streets qualify. A special meeting will be called once the estimate is complete.

New Business

1. Resolution 2023-31: A motion was made by Councilor Lehman, seconded by Councilor Wendt, and carried 5-0 to approve a resolution accepting a donation of \$500 from Marit Lee Kucera for Lofgren Park to pay for the new sign.
2. Resolution 2023-32: A motion was made by Councilor Kennedy, seconded by Councilor Lehman to approve a resolution accepting a donation of \$1,250 to the ambulance service from North Star Electric. The motion carried 5-0.
3. River Plaza Fixtures – The items were placed in 2005 and are weathered beyond repair. A motion was made by Councilor Wendt, seconded by Councilor Thydean, and carried 5-0 to remove the bench, planter, and garbage can and replace with a regular city bench, planter, and trash can.
4. Light Pole quote – Reviewed a quote for a replacement light pole. A motion was made by Councilor Lehman, seconded by Councilor Thydean to install a box cover over the base until MN Dept. of Transportation does Main Street/Hwy 217 improvements in the future. The motion carried 5-0.
5. Resolution 2023-33: A motion was made by Councilor Thydean, seconded by Councilor Wendt to approve an agreement for an online camp reservation system with Campspot. The motion carried 5-0.

Miscellaneous

- 1.

Adjournment

Councilor Lehman made a motion, seconded by Councilor Kennedy to adjourn the meeting at 8:03PM. The motion carried 5-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort