

**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, September 15, 2022**

**Call to Order**

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

**Roll Call**

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

Members Absent: None.

Others Present: Sonja Pelland, Kory Williams, Todd Thydean, Sara Wendt, Tom Donahou

**Pledge of Allegiance** was recited.

A motion was made by Councilor Lehman, seconded by Councilor Sather to approve the agenda with the addition of Resolution 2022-24 under New Business. The motion carried 5-0.

**Approval of Minutes**

A motion was made by Councilor Hell, seconded by Councilor Kennedy, to approve August 18, 2022 regular meeting minutes. The motion carried 5-0.

**Consent Agenda**

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

1. Approve Monthly Bills Allowed.
2. Water/Sewer terminations.
3. Approve New Hire Emily Olson at the Liquor Store

**Public Hearings**

1. Ordinance 118: Amending the Zoning Ordinance for the City of Littlefork. There were no comments from the public.

**Petitions, Requests, and Communications**

1. Discussion was held regarding two culverts that have heaved up in residents' driveways since last winter. The council affirmed that if culverts heave in resident's driveway, it is the resident's responsibility to do the repairs.
2. Discussed options for a resident with a failing septic system and agreed by consensus that the resident had two options: 1) Install a new mound system. 2) Request that the city make sewer available. Both options would be at the expense of the resident.

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

1. Ambulance Report – Run/call report for July was provided and are is file at City Hall. Tom Donahou reported that Tim McClellan had successfully rearranged the garage to accommodate the snowmobile. Tom reported that the service has been busy with transports. An EMT refresher class is scheduled for December 1-3 and would be held jointly with Big Falls First Responders and possibly Rainy River First Responders. Tom requested that the service be allowed to utilize the community building rather than the

ambulance garage for the training to better accommodate the larger number of participants. Councilor Lehman made a motion, seconded by Councilor Sather to allow the Ambulance Service to use the community building for the training and to waive the rental fees. The motion carried 5-0.

2. Fire Department – Minutes of the September 12 meeting were provided and are on file at City Hall.
3. Maintenance Department – Maintenance Supervisor Kory Williams reported that the crew had been busy mowing, painting crosswalks, cutting brush at the sewer ponds, and patching potholes.
4. Liquor Report – Teckla Brown sent a brief text reporting that she is training in a new bartender and that the next planned event would be something for Halloween. Sonja Pelland reported that the propane tank had been moved into the fenced area. She has been working with the county surveyor to determine where to split the property if the store should sell. She and Kristi Splett inventoried the non-inventory items in the store and have also been working on regular inventory counts and spot checks as recommended by the auditor.
5. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of August 2022 and are on file at City Hall. The liquor store revenues for the month of August were \$25,798.99. Expenses for the month were \$27,232.06, resulting in a loss of \$1,433.07 for the month and a YTD profit of \$525.80. A motion was made by Councilor Lehman seconded by Councilor Kennedy to approve the financial report. The motion carried 5-0.

### **Unfinished Business**

1. Small Town Tech internet proposal – Presentation is not ready at this time.

### **New Business**

1. Ordinance 118: Amending the City Code, Section 151.21: A motion was made by Councilor Sather, seconded by Councilor Kennedy, and carried 5-0 to approve the ordinance which amends the City Code, Section 151.21 R1 Single Family Residential District (D) Conditional Uses to add number (6) Dwelling Use: No boat, trailer, recreational vehicle, camper, camper trailer or motor home shall be used as a permanent (longer than two weeks) dwelling, storage, or other accessory building.
2. Proposed Ordinance 119 – Council Salaries: A motion was made by Councilor Kennedy, Seconded by Councilor Hell to approve the draft as presented except that the salaries remain one annual amount and not calculated per meeting attended. The Mayor's salary would increase from \$1500 per year to \$1800 per year. Councilor salaries would increase from \$1200 per year to \$1500 per year. The rate of pay for special meetings would be \$50 per meeting. The proposed ordinance will be posted and placed on the October Council agenda for adoption.
3. City Gravel Pit request. The council agreed by consensus that no material will be sold from the property that was donated to be developed into an RV park.
4. Resolution 2022-24 – Authorizing the Clerk to Submit a Land Use Division Application to define liquor store property. A motion to approve was made by Councilor Kennedy, seconded by Councilor Lehman, and carried 5-0.

### **Miscellaneous**

- 1.

### **Adjournment**

Councilor Lehman made a motion, seconded by Councilor Kennedy to adjourn the meeting at 4:35PM. The motion carried 5-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort

