

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF BIG FALLS, COUNTY OF KOOCHICHING, STATE OF MINNESOTA, INCLUDING ALL ACCOUNTS SUBMITTED BY SAID COUNCIL.

April 11, 2016

The regular meeting of the Big Falls City Council was called to order at 7 p.m. by Mayor Marta Lindemanis. Members present were Shawn Pritchard, Ken Warner, Ken Kennedy and Jeff Oehlerking.

Additions. The following items were added to the agenda: Review of Revolving and SCDP loans; Voyage Forward Meetings; Big Falls Housing Request. A building permit application was added to the consent agenda.

Commissioner. There was not a commissioner's report this month.

Consent Agenda. The consent agenda was presented with the following items:

- Approval of March Regular Meeting Minutes
- Approval of March Financials
- Acknowledgement of MN Rural Water Interim Finance Rebate of \$1,469.39
- Approve building permit for Jim Olson

There was a motion by Pritchard to approve the consent agenda. Second by Warner. Motion carried.

Disbursements. The disbursements were reviewed. *There was a motion by Pritchard to approve disbursements in the amount of \$47,795.79, check numbers 15505 to 15552 and ACH 15005E – 15026E. Second by Warner. Motion carried.*

Bond Refinance. The council discussed the possible refinance of the current USDA RD GO Sewer Revenue Bond. With the current municipal bond rates, an average annual savings of \$2,500 could be realized. *There was a motion by Warner to adopt Resolution 2016-03, A Resolution Approving the Issuance of General Obligation Sewer Revenue Refunding Bonds, Series 2016A.* There was a second to the motion by Oehlerking. The motion carried with all in favor.

Grievance. The council reviewed a grievance letter from Ms. Schweigert requesting a review of the termination of her employment. Discussion followed. *There was a motion by Warner to uphold the termination decision. Second to the motion by Oehlerking. The motion carried with all in favor.*

Liquor Report. Linda Dey gave a liquor store report. The commissioners met with the manager earlier this month to discuss whether or not to try to fill the assistant manager position. They concluded that this position is not necessary at this time, but would rather create a "lead bartender" position. They reviewed past applicants at their meeting, and recommended hiring Carol Burmeister as the part-time lead bartender. The council reviewed and approved the job description. *There was a motion by Warner to hire Carol Burmeister as lead bartender at a rate of \$9.50 per hour when she begins the job duties. Second by Pritchard. Motion carried.* The council approved a leave of absence for Annette Adams for up to one year. A temporary replacement, Angela Boes, has already been found. Quotes were reviewed to upgrade the security system to include smoke/fire alarms. No action was taken at this time. The council approved for tips received at the customer appreciation event to be donated to the playground fund. *There was a motion to approve the liquor report by Warner. Second by Oehlerking. Motion carried.*

Fire/EMS. There was no report this month.

Maintenance Report. A quote for a new campground sign was received for approximately \$1,200. The council decided it would be best to wait for a new sign until there is a decision as to whether or not the campground receives "Regional" designation. Quotes for doors and electrical upgrades for the community building will be received later this week. The old brick fire hall was discussed. If it was to be torn down, the city would need more garage space for storage. The council asked the clerk to talk to the fire department to see if there is any interest in trying to build or obtain a new fire hall. It was noted that the department could use more meeting and storage space. Possible funding options were discussed. *There was a motion to approve the maintenance report by Pritchard. Second by Kennedy. Motion carried.*

Clerk's Report. A letter of apology was reviewed from the Lehman court case, and it was noted that the \$250 restitution was paid to the city. *There was a motion by Kennedy to pay out unused PTO as severance pay to Janet Schweigert.* Second by Oehlerking. Motion carried. The clerk noted that the 2015 Consumer Confidence Drinking Water Report is available to view in the city office or on the website. *There was a motion by Pritchard to approve the clerk's report.* Second by Warner. Motion carried.

Revolving/SCDP Loans. The council reviewed quarterly payments and balances of the outstanding city loans in the Revolving Loan and Small Cities funds.

Parking Lot. The council discussed plans to begin work on the parking lot. The existing fence is to be moved to run north and south along the property border. Pete and Shelly Mai were present to discuss the mutual property line, and were agreeable to the fence placement. A new curb cut will need to be put into place.

Lease. The council reviewed the final lease for Mark Haverland's Food Truck. *There was a motion by Pritchard to approve the lease as drafted.* Second to the motion by Kennedy. Motion carried.

Big Falls Housing. Marta Lindemanis, as Housing Manger, asked the council to consider an adjustment of the Housing's water and sewer bill. For the past year, the prior manager had not notified the city of vacant units, and thus they were billed at full occupancy. *There was a motion by Pritchard to credit the Big Falls Housing account for vacant apartments back to January 1, 2015.* Second to the motion by Oehlerking. Motion carried, with Warner and Kennedy voting Aye.

Voyage Forward. A sub-committee for the Voyage Forward effort is looking for a representative from Big Falls to be part of a "Driver" to focus on creating a uniformly attractive county and a means to explore it. Shawn Pritchard agreed to attend the next meeting. Joan Nelson reported on the "Tourism Destiny Driver" meeting that she attended last month. The council approved for her to continue to attend these meetings on behalf of the city.

The next regular meeting is set for Monday, May 9th, 2016 at 7 p.m. *There was a motion to adjourn by Pritchard.* Second by Oehlerking. Motion carried.

Adjourned.

Marta Lindemanis, Mayor

Joan Nelson, City Clerk