

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

August 10, 2015

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. There were no additions to the agenda.

Commissioner's Report. There was not a commission's report this month.

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

- Approval of July Regular and Special Meeting Minutes
- Approval of July Financials
- Approve Cemetery Lot License for Wayde & Linda Lindvall
- Approve Annual Waiver of Monetary Limits on Statutory Municipal Tort Liability, to the extent of the limits of the coverage obtained from LMCIT
- Approve Gambling Permit for Big Falls Ducks Unlimited, for October 3rd, 2015 event

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

Disbursements. The disbursements were reviewed. *There was a motion by Warner to approve disbursements in the amount of \$38,274.46, check numbers 14951 to 14993 and ACH 14844E – 14863E. Second by Pritchard. Motion carried.*

Water Project. Don Anderson with WSN gave an update on the water project. The council reviewed the partial pay requests for the month. *There was a motion by Warner to approve PPE #6 for General Construction Services in the amount of \$61,622.61 plus an additional \$6065.00 to be paid from the MDH well sealing grant. Second to the motion by Oehlerking. Motion carried.* The council reviewed a change order for Wagner's. Increased costs resulted from difficulty in locating existing services and from installing a shut off valve at the old tower. *There was a motion by Pritchard to approve Change Order #3 for Wagner's Construction in the amount of \$8,836.68. Second by Warner. Motion carried.* *There was a motion by Warner to approve PPE#3 for Wagner Construction in the amount of \$69,506.28. Second by Kennedy. Motion carried.* Quotes for the water meters and reading system were reviewed. Three quotes were received, with Dakota Supply Group (DSG) being the lowest quote. Discussion followed concerning meter and pipe sizing to ensure proper volume and pressure. MN Rural Water has been contacted, and assured the city that the sizes being recommended are typical for all residential installations. Larger meters will be placed where high volumes are required. A final determination on the sizes needed will be made at the pre-construction conference with DSG. *There was a motion by Pritchard to accept the quote from DSG in the amount of \$78,996.16, contingent on USDA RD approval, and contingent on positive recommendations on the equipment brand and reading system. Second to the motion by Oehlerking. Motion carried.* *There was a motion by Pritchard to approve WSN fee invoice of \$27,391.09, which includes payment for the amended engineering agreement. Second by Warner. Motion carried.* The council reviewed a spreadsheet showing the estimated project funds remaining, and estimated outstanding expenses.

Liquor Report. Linda Dey gave a liquor report. Betty Cook and Molly Harris have been hired as bartenders. The roof needs to be inspected, as the leaking is getting worse. Ken Kennedy will contact a roofing contractor to see if they can check it out. A DJ will be held on August 15th. No applications were received for the assistant manager position. The council instructed the clerk to run more ads for the position for one more month. *There was a motion to approve the liquor report by Warner. Second by Oehlerking. Motion carried.*

Fire/EMS. Brent Arnold reported that the public input meeting for the budget was held prior to the council meeting, and that no members of the public attended. The council reviewed the proposed budget, which contains a levy of \$17,300.00, which is approximately a 4% decrease from the prior year. *There was a motion by Pritchard to adopt Resolution 2015-05 A Resolution to Approve the Fire Taxing District Levy by the City of Big Falls Fire Department. Second to the motion by Warner. Motion carried.* The frat feed will be held on Wednesday, September 9th this year. It will not

be on the 11th as usual, due to multiple schedule conflicts with department members. *There was a motion to approve the Fire/EMS report by Warner. Second by Oehlerking. Motion carried.*

Maintenance Report. Ken Kennedy reported that Joe Smith will do the necessary building repairs on the concession stand. The drain tile project was discussed. The council approved for Terry to hire additional labor as needed to get the drain project done this fall. The council reviewed the MDH Water System Sanitary Survey. The report showed no deficiencies.

Clerk's Report. Tornado slide bid advertising was discussed. The council determined that there will be a \$200 minimum bid, with bids to be submitted by the next council meeting. The severe weather siren will be placed on the community building after it is removed from the old tower. The clerk reported that there has been no response from Ms. Nelson concerning the city's offer to help remove the damaged area of her sidewalk porch. The clerk is to try to follow up on this issue. The city has received notice that a trial date for the pull tab theft case has been set for August 31st.

Parking Lot Construction. The council discussed plans to begin working on creating a parking area on the land recently acquired. Pet Mai was present to hear the council's plans. He informed the council that he has delivery trucks needing to turn around in the area for his business, and asked that they consider that fact when planning any fences or plantings. The council made no decisions at this time as to what will be done on the property.

2016 General fund Budget. The council reviewed a draft budget as prepared by the clerk. Discussion followed. A final preliminary budget resolution will be presented at the September meeting. The council would like to start working on the Capital Improvement Plan, with the first goal to be creating an asset inventory for the General Fund.

Small Cities Assistance Account Funding. The clerk reported that the city will be receiving \$13,146 from the State of MN to be used for street improvements. The funding for this program is only secured for this year, but may be possible in future years. The council discussed areas in need of paving and graveling. The maintenance department is to obtain quotes to have all gravel streets fixed using the city's gravel and hired belly dumps, and to bring this information to the next council meeting.

GM RTP Grant Application. The city received notice that the preliminary application for regional designation was rated as "high." While this is a positive rating, the commission will not complete scoring until a Master Plan is submitted. The deadline for submission of this plan for 2016 award would be September 1st of this year. Since this deadline cannot be met, the city will not apply for this cycle of award. But, a meeting is being set up with ARDC to pursue creating a Master Plan for the next application cycle. ARDC's services are offered at no charge, but a landscape architect would need to be contracted for part of the planning. Grant funding could be sought for this through several organizations, but the city will need to provide a portion of the funds. Public meetings will be conducted throughout the application process.

Loans. The council reviewed outstanding SCDP and Revolving loan balances and payments made.

Timber. The council discussed conducting a sale on city owned timber that is due to be harvested. Shawn Pritchard will work with the county to get numbers to present at the next council meeting.

The next meeting is set for Monday, September 14th, 2015 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