

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

January 12, 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.

Oaths. Marta Lindemanis, Shawn Pritchard and Jeff Oehlerking signed the official oaths of office.

Additions. There were no additions to the agenda.

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

- Approval of December Regular Meeting Minutes
- Approval of December Financials
- Acknowledge receipt of LMCIT Dividend of \$4,447.00

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 Pritchard to approve disbursements in the amount of \$526,029.28, check numbers 14517 to 14574 and ACH 14101E – 14133E. Second by Warner. Motion carried.*

Water Project. Don Anderson reported on the water plant and tower progress. The plant was in operation as of December 12th. It is functioning properly. The steel materials for the tower has been delivered on site, with tentative plans to erect it sometime in March. The cement tower base is still being heated to allow for more curing time. The council reviewed the partial pay estimate figures for contracts 1 & 2, along with a change order to KHC in the amount of \$3,304.09 to install a transducer and off-peak meter that was not included in the original specs. They also reviewed a change order in the amount of \$35,041.50 to WSN for additional engineering costs incurred for the re-bid and contract reduction work. This amount may not be needed at the end of the contract, but WSN would like it approved in case it should be required. *There was a motion by Pritchard to approve PPE's for KHC in the amount of \$51,942.30 and General Construction Services in the amount of \$216,600.00, and to approve both change orders as presented, pending USDA RD approval of the changes. Second by Warner. Motion carried.*

Business Presentation. Charlene Buescher presented a business plan to the council on behalf of herself and Laura Wicklund, who was unable to attend the meeting. The plan is for a retail consignment store and art center to be located in the old dental office. It would allow local crafts persons and artisans to display and offer their products for sale. The business would also offer custom paintings and framing as well as painting parties and events. A standard lease contract from the city was reviewed. The city agreed to install a sink in the office space. A start-up date of May is anticipated, and the lease would be effective at that time. The council discussed lease fees. *There was a motion by Pritchard to lease the office space to Charlene Buescher and Laura Wicklund to operate a retail consignment shop and art center for a fee of \$100 per month, according to all terms of the city's standard lease. Second by Warner. Motion carried with all in favor. The council agreed that work to set up the shop could begin prior to the lease effective date.*

Liquor Report. Linda Dey gave a liquor report. There was a low turn-out at New Year's Eve again this year. Cabin Fever days will be on January 24th & 25th featuring different games and events. A DJ is hired for a Valentine's Dance on the 14th. A DJ is also hired for Memorial weekend for Friday and Saturday night. The council reviewed the full energy audit report from North Star Electric. They approved replacing all of the ceiling lights with LED bulbs to realize almost immediate savings. Winter hours have been set to not close before 9 p.m. on Sunday and 11 p.m. all other days. The council reviewed the final 2015 budget. *There was a motion by Oehlerking to approve the liquor report. Second by Warner. Motion carried.*

Fire/EMS. There was no Fire/EMS report.

Maintenance Report. Terry Baird reported on operations of the new treatment plant. He stated that the number of filter backwashes is more than expected – approximately every 35,000 gallons. The filtration process chemical levels are

being adjusted to reach the optimal levels to reduce the number of required backwashes. A new canvas winter front for the grader has been ordered. *There was a motion to approve the maintenance report by Pritchard. Second by Warner. Motion carried.*

Clerk's Report. The clerk reported that a photo of the campground and the rapids has been chosen as a cover photo for MN Hospitality's "Where to Stay" brochure. The council discussed whether or not to continue the Mall of America brochure display program. They agreed that at a cost of \$525 a second year would not be needed. They would rather have the brochures distributed more locally around Northern MN. The clerk reported that the omnibus hearing for the Kari Lehman court case has been set for January 26th. The council discussed that they would like to have some input in any plea bargaining offered by the county attorney. Councilors offered their thoughts as to what they felt would be fair and reasonable. The clerk is to contact the county attorney to find out more information on what input the council may or may not have in the case.

Mayoral Appointments. The mayor presented the 2015 appointments as follows:

Acting Mayor.....Shawn Pritchard
Water & Sewer Commissioner.....Ken Warner
Street Commissioner.....Ken Warner
Weed Commissioner.....Jeff Oehlerking
CERC Representative..... Ken Kennedy, Angela Lodmell, Tim Treat
Timber CommissionersMarta Lindemanis & Shawn Pritchard
Airport Commissioner..... Paul Reese
Liquor Commissioners.....Shawn Pritchard & Marta Lindemanis
Official Depository..... TruStar Credit Union
Official Newspaper..... International Falls Daily Journal
Economic Development Commissioners....Ken Kennedy & Jeff Oehlerking
Revolving Loan Committee.....To appoint as needed
Park/Campground Commissioner.....Ken Warner
Policy Committee.....Ken Kennedy, Jeff Oehlerking and Joan Nelson
Fire ChiefBrent Arnold
Cemetery Board.....Les Lepisto, Terry Baird, Joan Nelson, Lorraine Nygaard, Frank Nelson, Linda Parson & Ken Warner

SCDP Housing Application. The clerk reported that the city's pre-application for the Small Cities Housing Grant has been turned down. The city could seek to try again in the next cycle.

Ordinance #218. The council reviewed the revised fee ordinance for the final reading, and the proposed summary publication. This would increase water and sewer rates effective January 2015. *There was a motion by Pritchard to adopt Ordinance #218, An Ordinance Adopting a Schedule of Fees and Charges for Various Services, Licenses and Permits for the City of Big Falls, Minnesota, and to approve summary publication of said ordinance. Second to the motion by Kennedy. Motion carried with all in favor.*

Tax Forfeit Land. The council continued their discussion from last month concerning possible public uses for the tax forfeit land along the creek on Second Street. It was noted that it would be a good place for public parking for 4th of July events. No action was taken at this time.

Legion Room. A MN Dept. of Health license is being sought for the Legion Room to be a licensed kitchen. The annual fee would be \$360 per year. The Lions Club has agreed to pay ½ of that fee. *There was a motion by Warner to approve payment of one-half the annual license fee for the legion room kitchen, with the City of Big Falls as the licensee. Second by Oehlerking. Motion carried.*

Loans. The council reviewed a quarterly report on all Revolving and SCDP loans, including balances and payments received. Possibly remedies to enforce payment on past due loans were discussed.

Berger. A press release from Berger Peat was reviewed. It stated that they are planning a continuation of opening works for 40 acres of peat.

The next meeting is set for February 9, 2014 at 7 p.m.

There was a motion to adjourn by Warner. Second by Pritchard. Motion carried.

Adjourned.

Marta Lindemanis, Mayor

Joan Nelson, City Clerk