

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

June 8, 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. Commissioner Skoe was unable to attend the meeting, but reported to the mayor that there has been no new progress on the gasification site selection.

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

- Approval of May Regular Meeting Minutes
- Approval of May Financials
- Approve building permit for Inge Grasdal

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 \$57,256.24, check numbers 14794 to 14855 and ACH 14214E – 14822E. Second by Oehlerking. Motion carried.*

Water Project. Don Anderson with WSN gave an update to the council on the project. A construction progress meeting was held today with General Construction, Wagner's and city staff. The concrete strength testing came back meeting or exceeding specifications. The tower construction is going according to schedule. *There was a motion by Kennedy to approve PPE#4 for Contract 2 in the amount of \$26,125.00. Second by Warner. Motion carried.* The well sealing process is moving forward, and should be completed in time to be awarded the MDH grant funding for the project. An amended engineering agreement was reviewed. Additional costs were incurred due to the re-bidding process last summer, as well as costs related to subcontractors used for sub-surface evaluations and tower construction inspection. USDA RD has reviewed and approved the amendment. A spreadsheet with updated total estimated project costs was reviewed, including all contingency amounts. All anticipated costs still appear to fall within the budget. *There was a motion by Pritchard to approve the Amended Engineering Agreement with additional costs of \$48,263.50. Second to the motion by Warner. Motion carried.* Change Order #1 for Contract 3 was reviewed. This change adds back the replacement of the old steel loop along Balsam Avenue, that the council was unaware had been removed from the project. *There was a motion by Warner to approve Change Order #1 for Contract 3 in the amount of \$82,861.00, contingent on USDA RD approval and availability of contingency funds at the end of the project. Second to the motion by Pritchard. Motion carried.* There was a discussion concerning improvements needed for drainage at the new treatment facility. The old culvert was not able to be fully salvaged and drainage problems have resulted. Wagner's Construction quoted a cost of \$6,500. The council authorized WSN to prepare a change order for needed improvements. The council discussed the 2 holes that are left in the front of the treatment facility that are on KHC's punch list to repair. KHC presented specs for a sign to place over the holes that would read "Big Falls Water Plant." The council agreed to the placing of the sign, but did not approve of the materials stated – vinyl covered plywood. They will accept a sign to cover the holes if a higher quality, longer lasting material is used.

Liquor Report. Linda Dey gave a liquor report. May was a good month for profit at the muni. A second ice bin and pop station has been installed for use on busy nights. Megan Young has been rehired for part-time temporary summer help. Linda inquired about purchasing a steam table for the food service at the liquor store. The council would like her to check around more for sizes, prices, and to be sure there would be sufficient room. Linda asked the council to consider revising the employee policy concerning alcohol consumption prior to shifts. The council referred the matter to the policy committee. Talia Thompson requested a leave of absence for up to one year. Discussion followed concerning wages and raise issues. *There was a motion by Pritchard to grant a Leave of Absence to Talia Thompson for up to one year, with wage negotiations to take place at the time of her return to employment. Second to the motion by Warner. The motion carried with all in favor.* The council discussed the condition of the carpet in the bar. It was agreed that it is

time to take action, as the carpet is approximately 21 year old. The manager will get at least 3 estimates for varying flooring to bring to the next council meeting. It was noted that there have been a few roof leaks that need to be checked out. The manager will find someone to take care of this. *There was a motion by Warner to approve the liquor report.* Second by Kennedy. Motion carried.

Fire/EMS. Beth Pihlaja reported on the Littlefork Ambulance Taxing District meeting. The levy is to stay the same this year. The clerk is to contact Bruce Grotberg concerning the placement of the department's equipment located on the water tower that will be taken down this summer. Two new members have joined the fire department. *There was a motion to approve the fire department report by Pritchard.* Second by Oehlerking. Motion carried.

Maintenance Report. Terry Baird was not able to attend the meeting. The clerk reported that both she and Miranda Gustafson have had training for the basic daily water plant operations to cover for Terry. The council approved to purchase new interior doors for the library and Ripple Effect shop so that all interior doors match. The council also approved to purchase new exterior doors for the gym entrance. They would like these doors replaced as soon as possible. The drain tile project was also discussed, and it was noted that it still needs to be completed. They council stated that the tornado slide should be removed before the 4th of July. It was noted that repairs are needed at the concession stand, and a further discussion of this will be held at the July meeting.

Clerk's Report. The clerk shared information on a free training opportunity for council members and staff concerning water operations. It was noted that speed indicator trailers have been set up on Highway 71 for both the north and south side of town. The clerk reported that Jordan Metsa from Senator Nolan's office will be having a "Congress Comes to You" event in the Legion Room on June 16th at 1 – 2 p.m. Les Lepisto agreed to act as the host for the event to represent the city in the absence of the mayor and city clerk.

Campground. The mayor reported on a grant opportunity with the Greater MN Regional Parks and Trails Legacy funds. Funding from this grant could be used to expand and improve the campground and its facilities. The first step in the process is to submit a general application for official "Regional Designation" status. If granted this designation, a detailed Master Plan would need to be created for all improvements and costs. A planning agency would need to be hired to complete this portion. *There was a motion by Pritchard to proceed with the application.* Second by Oehlerking. Motion carried. The clerk noted that due to the near deadline of June 30th, some extra hours may be needed to complete the initial application.

4th of July Vendors. The council discussed whether or not to charge vendors for using city electric hookups. After discussion, the council agreed that vendors using city electric outlets could be informed that a donation to the Big Falls Lions Club for the fireworks would be appreciated in lieu of payment. It was also discussed that a mapping system for vendors to reserve spaces would be helpful. This is to be worked on before the 2016 4th of July.

Café. It was noted that there has been no response from Mr. Baird concerning the land appraisals.

The next meeting is set for Monday, July 13th, 2015 at 7 p.m. *There was a motion to adjourn by Kennedy.* Second by Oehlerking. Motion carried.

Adjourned.

Marta Lindemanis, Mayor

Joan Nelson, City Clerk