

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

March 9, 2015

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

Additions. There were no additions to the agenda.

Commissioner's Report. Wayne Skoe was unable to attend the meeting.

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

- Approval of February Regular Meeting Minutes
- Approval of February Financials

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

Disbursements. The disbursements were reviewed. The council reviewed a bill copy from Maggert Machine in the amount of \$52.97, to be included in the disbursement approvals. *There was a motion by Warner to approve disbursements in the amount of \$34,529.97, check numbers 14630 to 14681 and ACH 14147E – 14165E. Second by Kennedy. Motion carried.*

Liquor Report. Linda Dey gave a liquor report. She reported on the past months events. A DJ is planned for a St. Patrick's Day party. Centerline Band is hired for the 3<sup>rd</sup> and 4<sup>th</sup> of July. Reed Pritchard will be taking a leave of absence for the summer months. *There was a motion by Oehlerking to approve the liquor report. Second by Kennedy. Motion carried.*

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

Maintenance Report. Terry Baird reported that the off-peak meter still needs to be installed at the treatment plant - it is scheduled for this week. The upgrade to the legion room kitchen sink has been completed. The laundry sink has been installed in the Ripple Effects Consignment store. *There was a motion to approve the maintenance report by Warner. Second by Kennedy. Motion carried.*

Clerk's Report. A meeting will take place this month with several DOT officials to talk about problems with Highway 71 speeds through town. The wall mural has been delivered, and the clerk is looking for assistance in hanging it. The Lions Club requested a 1-3 Temporary Liquor License for a fund raiser to be held on April 25<sup>th</sup>. *There was a motion by Kennedy to approve the temporary license for the Big Falls Lions Club. Second by Warner. Motion carried.* The clerk reminded the council that the office will be closed Tuesday through Friday next week, as she will be attending the conference. *There was a motion to approve the clerk's report by Warner. Second by Oehlerking. Motion carried.*

SCDP Fund. The clerk reported on the process for re-loaning funds that have been paid back to the program through loan payments. Loans could start to be given out at any time, according to the original terms and conditions of the program, or, these funds could be saved and added to any funds given out from any award given this year, if the council chooses to re-apply. In any case, a grant administrator would be beneficial, to handle the technical requirements of the Small Cities Development Program. The council would like wait to see if an additional grant could be awarded, before expending any of the existing funds.

Water System Emergency Response Plan. The council reviewed an updated Water System ERP that would serve as a guide for all emergency operations in the event of a water system disaster or failure. *There was a motion to approve the update Water System ERP by Warner. Second by Kennedy. Motion carried.*

2014 Audit. The council reviewed the final audited financial statement and accompanying reports as presented by Brady, Martz & Associates. *There was a motion to accept the final 2014 Audited Financial Statement for the City of Big Falls by Warner.* Second by Kennedy. Motion carried.

The next meeting is set for Monday, April 13<sup>th</sup> at 7 p.m. *There was a motion to adjourn by Warner.* Second by Oehlerking. Motion carried.

Adjourned.

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Shawn Pritchard, Acting Mayor

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Joan Nelson, City Clerk