

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

November 9, 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 and Ken Kennedy. Absent was Jeff Oehlerking.

Additions. There were no additions to the agenda

Commissioner's Report. Wayne Skoe updated the council on county business. The county board was able to avoid a levy increase for 2016. Paving issues were discussed. Mr. Skoe asked about the progress on the campground project.

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

- Approval of October Regular Minutes
- Approval of October Financials

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 Warner to approve disbursements in the amount of \$250,989.48, check numbers 15141 to 15190 and ACH 14900E – 14918E. Second by Kennedy. Motion carried.*

Water Project. Mark Hallan with WSN gave an update on the water project. Final punch lists have been created for contracts 1 & 2. The council reviewed the partial pay requests for the month. KHC still needs to complete landscape and seeding work at the plant site. *There was a motion by Pritchard to approve PPE for KHC for \$23,717.74, with \$4,000 in retainage, and the final PPE for General construction in the amount of \$26,283.30 with no retainage. Second to the motion by Warner. Motion carried. No pay requests were requested from Wagner Construction or DSG. Water meter installation should be substantially complete by the end of this month. Installation and training for the reading software and equipment will take place at the end of this month.*

Tony Mai. Mr. Mai addressed the council concerning the number of dogs kept on his premises. He has reduced his kennel down to 12 dogs, and asked the council for permission to keep them. He brought in one sample ordinance from another community for the council to review. The council would like more information and time to read through materials prior to a meeting, and before making any decisions in the matter. Mr. Mai will submit more information to the clerk prior to the December meeting. The council stated that in the interim all dogs must be licensed and up to date on their rabies and distemper shots.

CERC. Laura Wicklund presented information about a PA/Music system for the community building. This equipment could be used for various community events. The estimated cost would be \$500-\$600. She suggested a joint purchase between the City, CERC and Lions Club. *There was a motion by Kennedy to approve contributing \$200 of city funds for the purchase of a PA system. Second by Pritchard. Motion carried. Ms. Wicklund also showed the council a design idea for a sandwich board sign that is being planned for local businesses. The council approved for the sign to be placed on city property near highway 71.*

Liquor Report. Linda Dey gave a liquor store report. Coca Cola Bottling has donated 2 Vikings tickets which will be given away in a drawing this weekend. Other potluck events have been planned for deer season. The Klemetson band has been booked for the 4th of July event at a cost of \$1800.00, which is to be split by the Liquor Store and the Lions Club. Off-sale prices were discussed. There was a discussion concerning employee training, customer service expectations and the roles of staff and council members. The liquor commissioners will meet to set up in-house training for the employees. *There was a motion to approve the liquor report by Warner. Second by Kennedy. Motion carried.*

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

Maintenance Report. Terry Baird was present for a report. The outside lights at the liquor store have been repaired. Options for increased lighting outside the community building were discussed. It was noted that a new sign for the campground should be purchased before next spring. Ideas were discussed. Terry Baird will get some designs and prices. *There was a motion by Pritchard to approve the maintenance report.* Second by Warner. Motion carried.

Clerk's Report. The clerk reported on the KCDA liability insurance question raised at last month's meeting. More information is still needed from the city's insurance company.

Water/Sewer Budgets. The council reviewed preliminary information on budgets for the water and sewer funds. Options for changing over to a metered rate structure were reviewed. Recommendations from MN Rural Water were also reviewed. The council concluded that the usage should be monitored for several months before finalizing the new rate structure. The rates will remain the same until mid-year 2016, when usage can be more accurately analyzed, and a public meeting can be held on the issue. *There was a motion to approve the 2016 Water and Sewer Budgets as presented, with disbursements of \$34,275 and \$57,150, respectively, by Pritchard.* Second by Warner. Motion carried.

Tower Plaque. The council reviewed photos submitted for consideration. The council decided that the public should vote on the picture to be used in the display. The voting will take place at the Lion's Club 4th of July potluck fundraiser on December 7th.

Campground Project. The council received proposals from two architect firms for creating a master plan for the GMRPT application, Aune Fernandez Landscape Architects, and WSN. It was noted the Aune Fernandez has had a lot of experience working with ARDC on these type of projects. Grant opportunities to help with the funding were discussed. It was also noted that the annual tourism funding received from Koochiching County could be used for a portion of the expense. *There was a motion by Pritchard to accept the proposal from Aune Fernandez Landscape Architects in the amount of \$10,000.* Second to the motion by Warner. Motion carried.

The next meeting is set for Monday, December 14, 2015 at 7 p.m. *There was a motion to adjourn by Pritchard.* Second by Warner. Motion carried.

Adjourned.

Marta Lindemanis, Mayor

Joan Nelson, City Clerk