

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

October 13, 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. The following items were added to the agenda: City Timber Sale, Tony Mai, Pete Mai, Water Tower Plaque, CERC.

Utility Assessment Hearing. There were no members of the public present to appeal their pending assessment. *There was a motion by Pritchard to adopt Resolution 2015-09, A Resolution Certifying Unpaid Water and Sewer Utility Charges to the County Auditor.* Second to the motion by Warner. Motion carried.

Kelsey Johnson. Ms. Johnson was present to introduce herself to the council. She is running as an independent for the House District 3A seat in the December election.

Commissioner's Report. Wayne Skoe updated the council on county business. The paving project was discussed.

CERC. Julie Lepisto informed the council that the CERC has had difficulty reaching a quorum at multiple meetings, due to members being absent. The by-laws require that a member be replaced after missing three consecutive meetings. The CERC board would like the council to consider appointing two new members to fill vacancies that have been created by absences. The council will seek persons interested in these positions.

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

- Approval of September Regular Minutes
- Approval of September Financials
- Adopt Resolution 2015-08 A Resolution Acknowledging a Donation of \$4000 from the Big Falls lions Club for Special Projects Fund.

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

Disbursements. The disbursements were reviewed. *There was a motion by Kennedy to approve disbursements in the amount of \$558,129.91, check numbers 15067 to 15135 and ACH 14888E – 14899E.* Second by Oehlerking. Motion carried.

Water Project. Mark Hallan with WSN gave an update on the water project. Final punch lists will be created for all contracts. The council reviewed the partial pay requests for the month. *There was a motion by Pritchard to approve PPE #1 for DSG in the amount of \$41,179.45 and PPE #4 for Wagner's in the amount of \$132,623.21, pending USDA RD approval.* Second to the motion by Warner. Motion carried

Liquor Report. Linda Dey gave a liquor store report. Annette Adams has been hired as a part time fill in janitor. A DJ has been hired for Halloween. Deer season hours were discussed. They will be open at 8 a.m. Monday through Saturday and at 10 a.m. on Sundays. Limited breakfast items will be available. Off-sale prices were discussed. Beer prices from Coca-Cola have gone up again. The council would like the manager to check on options, and see what other area stores are charging for their off-sale beer. The council discussed the hours Linda has been working, and the difficulty she has experienced in trying to take time off, due to staff shortages. *There was a motion by Kennedy to approve 1 week vacation payout for Linda Dey.* Second by Warner. Motion carried. Flooring estimates were reviewed. *There was a motion by Kennedy to hire Larry's Carpet & Tile to install carpeting at the liquor store.* Second by Warner. Motion carried. The installation will take place in January, as there may be a need to close for a day or two. Shawn Pritchard, Lions Gambling Manager, presented information concerning electronic pull tabs and bingo. The Lions Club would like to install these at the liquor store, while still keeping some paper pull tabs. There would be no expense incurred by the liquor store for the installation or maintenance. Cash control procedures were discussed. *There was a motion by Warner to allow the Big Falls Lions Club to operate electronic pull-tabs and bingo at the liquor store.* Second to the

motion by Oehlerking. The motion carried with Kennedy voting “aye” and Pritchard abstaining. *There was a motion to approve the liquor report by Warner.* Second by Kennedy. Motion carried.

Pete Mai. Mr. Mai asked the council if there had been any decisions made for the parking lot area by his business. The council has not yet taken any action, but would like to discuss it at the February meeting, to make plans for next spring. Mr. Mai also informed the council that he has started producing musical instruments, and inquired about renting the campground for a musical weekend event.

Tony Mai. Mr. Mai responded to the city letter sent to him concerning the number of dogs kept at his premises. He stated that he believed having 5 acres would allow him to have more than 3 dogs under the Farm Animal Ordinance. The council informed him that dogs do not qualify as farm animals under that ordinance. Mr. Mai would like to expand his sled dog operations, and asked the council to consider a new ordinance or a variance that would allow him to keep a team. The council felt that this issue would need to be discussed at a meeting with advance public notice. The topic is to be placed on the November agenda.

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

Maintenance Report. Terry Baird was present for a report. Meter installations are going well, with about 70 installed so far. Several curb stand pipes have needed to be replaced. The new locating equipment has been received, and an explanation was given on how the equipment will work. The gravel hauling that was approved at last month’s meeting will be delayed until next spring due to the paving taking longer than anticipated. *There was a motion by Pritchard to approve the maintenance report.* Second by Warner. Motion carried.

Clerk’s Report. The clerk asked about horse camp sites, and whether or not non-horse campers can reserve spaces. The council decided that since the sites were created specifically for horse campers, and since horses are not allowed at the main campground, that they will be for horse campers only during the peak riding seasons of May 1 -31<sup>st</sup> and Sept 1- October 31<sup>st</sup>, with other campers allowed during those times only if the main campground is full. The sites will be available to anyone during other dates. The council also discussed possible Wi-Fi at the campground. No action was taken at this time.

Timber Sale. The council reviewed the Timber Report and Appraisal prepared by Koochiching County, on the 40 acres owned by the city on the southwest corner of CR 13 and Ben Lynn road. *There was a motion by Oehlerking to approve the sale of timber noted in the report at the next Koochiching County Timber Auction.* Second to the motion by Warner. The motion carried with all in favor.

Water/Sewer Budgets. The council reviewed preliminary information on budgets for the water and sewer fund. Decisions as to wage percentages charged to each fund will need to be made. The discussion will continue at the November meeting. The council approved to fund a Short Lived Asset Replacement Account for the water fund, as required by the USDA RD Letter of Conditions. \$7,501.00 will be taken from the water fund reserves to fully fund the account, and will be replenished through annual budgeting as it is used.

Campground Project. The council received proposals from two architect firms for creating a master plan for the GMRPT application. No action was taken on hiring a firm. It will be on next month’s agenda.

KCDA. Angela Boes was re-appointed for a subsequent term to the KCDA board as the Big Falls representative. The council asked Les Lepisto if he would act as an alternate. Mr. Lepisto asked the clerk to look into civil liability coverage for board members, before accepting the position.

Tower Plaque. The council discussed ideas for incorporating the brass plaque from the old water tower into a framed picture of the old tower. The picture could be mounted into the “ticket window” located in the community building gym entryway. They council would like to seek public submissions of photos of the old tower to review at the November meeting. A thank you is to be sent to Sandy Frye for her art design work on the new tower.

Economic Development. Marta Lindemanis informed the council that the report developed by Newark is available to review on-line on the Voyage Forward Website.

The next meeting is set for Monday, November 9, 2015 at 7 p.m. *There was a motion to adjourn by Warner. Second by Kennedy. Motion carried.*

Adjourned.

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Marta Lindemanis, Mayor

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Joan Nelson, City Clerk