

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 11, 2016

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 Kennedy and Jeff Oehlerking. Absent was Ken Warner.

The scheduled public hearing was not needed, as all pending assessments were paid prior to the meeting.

Additions. Additions to the agenda were as follows: Airport Capital Improvement Plan

Commissioner. Wayne Skoe was not present, but sent a report noting that Berger will be in Minnesota this month for discussions concerning the peat site.

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

- Approval of September Regular and Special Meeting Minutes
- Approval of September Financials
- Accept Timber Sale Proceeds of \$34,794.06
- Approve Building Permit for Tony Mai

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

Disbursements. The disbursements and payroll reports were reviewed. *There was a motion by Pritchard to approve disbursements in the amount of \$42,823.83, check numbers 15829 to 15887 and ACH 15118E – 15137E and September payroll. Second by Kennedy. Motion carried.*

Water Project. Linda Graham was present to discuss installation of a water meter at her residence. She believes that it would not be feasible to install due to space constraints in her home. The council discussed options with her for placement and agreed on a timeline for further discussion and placement of the meter. The council reviewed Wagner's final Partial Pay Estimate, but did not approve to pay until there can be further review of a blacktop area that is not satisfactory.

Liquor Report. Linda Dey gave a liquor store report. There was a discussion of kids in the liquor store for the purposes of having a meal. The council agreed to change hours that minors would be allowed in for meals to be only until 7 p.m. The council approved to open 2 hours earlier during deer season. *There was a motion to approve the liquor report by Oehlerking. Second by Kennedy. Motion carried.*

Fire/EMS. No report given this month.

Maintenance Report. The meter installations are mostly complete and seasonal owners have been notified of the need to winterize their meters. Terry Baird reported that MN DOT will begin work ditching along highway 6 to improve drainage. The heater and air conditioning unit at the community building should be installed next week. There was a general discussion about capital improvements that may be needed in the maintenance department over the next few years. *There was a motion to approve the maintenance report by Pritchard. Second by Oehlerking. Motion carried.*

Clerk's Report. The clerk reported on information from the DNR birding trail meeting. The council approved for the clerk to stay active on this project. Employee evaluation for the clerk and maintenance supervisor are scheduled for a closed meeting at the end of the November council meeting. *There was a motion by Pritchard to approve the clerk's report. Second by Oehlerking. Motion carried.*

Airport CIP. The council discussed improvements needed at the airport that could be included on the annual Capital Improvement Plan to submit to MN DOT Aeronautics for funding consideration. An updated mower tractor is to be added to the CIP for submission.

Revolving/SCDP Loans. The council reviewed the balances and quarterly payments made on all of the outstanding loans payable to the city.

GMRPT Request. *The council approved the request to support the Greater MN Regional Parks and Trails by purchasing an annual membership at a cost of \$50.00 on a motion by Pritchard and a second by Kennedy.*

Ordinance #221. The council reviewed Ordinance #221, An Ordinance Establishing Salaries for the Big Falls Mayor and Council Members. *There was a motion by Pritchard to adopt Ordinance #221 as presented. Second by Oehlerking. The motion carried with all in favor. The ordinance will take effect upon its passage and publication according to law, pursuant to the provisions of MN Statutes regarding elections.*

Ordinance #222. The council reviewed the first draft of Ordinance #222, An Ordinance Adopting a Schedule of Fees and Charges for Various Services, Licenses and Permits for the City of Big Falls. A second review will be held at the November meeting.

Voyage Forward. Marta Lindemanis presented a request from the Voyage Forward Committee asking the city to consider placing their Logo on the city's letterhead and website. The council would like to see the logo before approving this request.

Strategic Planning. The mayor asked the council to start considering formal strategic planning for long range goals and plans for the city. She would like to see a committee formed in the new year to address these issues. The clerk will look into whether or not ARDC provides assistance with this type of project.

The next regular meeting is set for Monday, November 14th, 2016 at 7 p.m. *There was a motion to adjourn by Oehlerking. Second by Kennedy. Motion carried.*

Adjourned.

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Marta Lindemanis, Mayor

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Joan Nelson, City Clerk