

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

September 14, 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 were added to the agenda: Duck's Unlimited Temporary Liquor License, Dog Complaint, Building Permit for Linda Dey and Satisfaction of Mortgage for Edward Lennox.

Commissioner's Report. There was not a commissioner's report this month.

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

- Approval of August Regular Minutes
 - Approval of August Financials
 - Approve Cemetery Lot License for Charlene Buescher
 - Approve Election Judges for Special Election
 - Acknowledge submission of Wellhead Protection Plan Evaluation Report
 - Approve Building Permit for Linda Dey
 - Approve Satisfaction of Mortgage for Edward Lennox Small Cities Development Housing Loan
- 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 Warner to approve a bill to Maggert Machine in the amount of \$724.20. Second by Pritchard. The motion carried with Kennedy abstaining. There was a motion by Pritchard to approve disbursements in the amount of \$37,253.59, check numbers 15005 to 15066 and ACH 14864E – 14882E. Second by Oehlerking. Motion carried.*

Water Project. Don Anderson with WSN gave an update on the water project status for the four contracts. The council reviewed the partial pay requests for the month. *There was a motion by Warner to approve PPE #6 for KHC in the amount of \$25,532.25. Second to the motion by Oehlerking. There was a motion by Pritchard to approve PPE#7 for General Construction in the amount of \$37,810.00. Second by Kennedy. Motion carried. The council reviewed change orders as presented and recommended by WSN concerning the final complete date. Changes are needed due to the County's curb and gutter project taking longer than anticipated, and therefore delaying paving dates. There was a motion by Warner to approve Change Order #3 for KHC to extend the final complete date to November 1st, 2015. Second by Oehlerking. Motion carried. There was a motion by Warner to approve Change Order #2 for General Construction to extend the Substantial Completion date to August 12th, 2015 and Final Completion to November 1st, 2015, and to modify prior Change Order #1 to deduct \$4300 from the final well sealing cost. Second by Oehlerking. Motion carried. There was a motion by Pritchard to approve Change Order #3 for Wagner's to extend final completion date to November 1, 2015. Second by Warner. Motion carried. There was a motion by Pritchard to approve Change Order #4 for Wagner's in the amount of \$11,970 to include installation of anode grounding rods for line locating. Second by Oehlerking. Motion carried. There was a motion by Warner to approve a direct purchase of a tracer wire locator kit in the amount of \$3,708, to be paid out of project funds. Second by Oehlerking. Motion carried. There was a motion by Pritchard to approve Certificates of Substantial Completion for General Construction Services and Wagner Construction. Second by Kennedy. Motion carried. There was a motion by Warner to approve WSN fee invoice of \$20,568.15. Second by Oehlerking. Motion carried. The concrete work was discussed. An area on the north intersection of Division and Second Street NW is to be filled in, rather than left as a boulevard. There was a motion by Pritchard to approve filling in above mention section, and to cover the cost if Koochiching County will not approve it. Second by Warner. Motion carried.*

Water Project Bond. The council reviewed Resolution 2015-07. *There was a motion by Pritchard to adopt Resolution 2015-07, A Resolution Providing for the Issuance, Sale and Delivery of a \$415,000 General Obligation Water System Revenue Bond, Series 2015, To Pay A Part of the Cost of Water System Improvements; Establishing the Terms and Conditions Therefor; and Awarding the Sale Thereof.* There was a second to the motion by Warner. The motion carried with all voting Aye, and Marta Lindemanis not voting. *There was a motion by Pritchard to adopt a city policy entitled*

Pre- and Post-Issuance Compliance Policy and Procedures as recommended by the city's bond counsel. Second by Warner. The motion carried.

Liquor Report. Linda Dey gave a liquor report. Carpet quotes were discussed. The council would like more information about the carpet quality before making any decisions. The council approved for the manager to attend a one day MMBA meeting in Bemidji. The council approved a \$250 ad to be placed in the Voyageur's Snowmobile trail map. New sweatshirts are in, and more are being ordered. Alcohol servers training will be held this weekend. Linda Dey reported that Carol Burmeister has been hired as a part-time bartender. The council reviewed several applications that were received for the assistant manager position. No action was taken at this time. *There was a motion to approve the liquor report by Oehlerking.* Second by Warner. Motion carried.

Fire/EMS. Beth Pihlaja was present for the Fire/EMS report. She reported concerns over the basketball court surface being slippery, and holding large puddles of water. The brat feed was a success, raising slightly over \$500. *There was a motion to approve the Fire/EMS report by Warner.* Second by Oehlerking. Motion carried.

Duck's Unlimited. *There was a motion by Warner to approve a one-day temporary liquor license for the Duck's Unlimited Banquet event on October 3, 2015.* Second to the motion by Kennedy. The motion carried with Oehlerking abstaining.

Maintenance Report. Terry Baird was present for a report. The concession stand roof repairs are almost complete. The council approved replacing breakers in the building as well. No action has been taken on the drain tile project. An estimate was received from Kennedy Trucking to haul and dump city gravel on the streets. *There was a motion by Warner to hire Kennedy Trucking to haul and belly dump gravel on city streets as directed by the maintenance supervisor.* Second by Kennedy. Motion carried. The summer maintenance position wages were discussed. It was noted that the position was inadvertently missed when liquor store wage negotiations took place. *There was a motion by Pritchard to increase the summer maintenance wage to \$10.50 per hour, retroactive to January 1, 2015, with an increase to \$11.00 per hour effective January 1, 2016.* Second by Oehlerking. Motion carried. The council discussed whether or not to keep the separate electric connection at the old water tower site. It was noted that power could still be provided by installing a new outside outlet to be run off the community building service. *There was a motion by Warner to discontinue electric service at the old fire hall.* Second by Kennedy. Motion carried. *There was a motion by Pritchard to approve the maintenance report.* Second by Warner. Motion carried.

Clerk's Report. The clerk presented information concerning the Liquor Liability Insurance renewal. A new company has been found that offers better coverage at a reduced price, if the city joins the Mn Licensed Beverage Association. Even with the annual dues, the cost would be less than the previous insurance. *There was a motion by Oehlerking to approve purchase of LLC through Illinois Casualty Insurance Company.* Second by Kennedy. Motion carried. The council reviewed the final Terms of Disposition or Sentence of the State of MN verses Kari Lehman case. The clerk noted that the USDA RD loan closing will be held Wednesday, September 23rd at 9 a.m. in the city office. *There was a motion to approve the clerk's report by Warner.* Second by Pritchard.

2016 General fund Budget. The council reviewed a draft budget as prepared by the clerk. This budget contained expenditures of \$173, 525, with a Levy of \$48,000.00. *There was a motion by Pritchard to adopt Resolution #2015-06, A Resolution Adopting a Preliminary General Fund Budget for 2015 and Setting the Tax Levy Collectible in 2016.* Second by Oehlerking. Motion carried.

Tornado Slide Bids One sealed bid was received for the tornado slide. *There was a motion by Pritchard to accept the bid and sell the slide to Corey Hoefs for \$550.00 with proceed to go to the playground fund.* Second by Oehlerking. Motion carried.

GM RTP Grant Application. The master planning process was discussed. An information booth was set up at the brat feed, with public input solicited. Comment sheets are to be sent in to ARDC. Funding is still being sought to pay for the landscape architect design portion.

Ordinance #219. The council discussed amending the ordinance adopting the basic code. The amendment would include adding back into the city code the sections that address water meters. These were originally left out of the enacting ordinance as they did not apply at that time. *There was a motion by Pritchard to adopt Ordinance #219, An Ordinance Amending the Ordinance Enacting the Code of Ordinances for the City of Big Falls MN, Adopting the MN Basic Code and Amending, Restating, Revising, Updating, Codifying and Compiling Certain Ordinances of the City Dealing with the Subjects Embraced in the Code of Ordinances, and Providing Penalties for the Violation of the Code of Ordinances.* Second by Oehlerking. Motion carried. The council approved a summary publication.

Dog Complaint. A complaint was received concerning the number of dogs at a residence within city limits. The clerk is to send a letter notifying resident that they have 30 days to comply with city code.

The next meeting is set for Tuesday, October 14, 2015 at 7 p.m., as the 2nd Monday falls on a holiday. *There was a motion to adjourn by Warner.* Second by Pritchard. Motion carried.

Adjourned.

Marta Lindemanis, Mayor

Joan Nelson, City Clerk