

**MINUTES OF A REGULAR MEETING OF THE CITY OF LITTLEFORK
IN THE COUNTY OF KOOCHICING AND STATE OF MINNESOTA
INCLUDING ALL ACCOUNTS AUDITED BY SAID COUNCIL**

Wednesday, July 19, 2023

Call to Order

Mayor Mike Fort called the meeting to order at 4:00 PM at City Hall, 901 Main Street.

Roll Call

Members Present: Mike Fort, Loren Lehman, Todd Thydean, Quen Kennedy

Members Absent: Sara Wendt

Others Present: Sonja Pelland, Kory Williams, Bruce Grotberg, Dan Wendt

Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Councilor Lehman, seconded by Councilor Kennedy to approve the agenda with the addition of Resolution 2023-21 Engineer Agreement, City Property Inquiry under New Business, and deletion of Water/Sewer terminations under the Consent Agenda. The motion carried 4-0.

Approval of Minutes

A motion was made by Councilor Kennedy, seconded by Councilor Thydean, to approve June 15, 2023 Regular Meeting Minutes. The motion carried 4-0.

Consent Agenda

A motion was made by Councilor Lehman, seconded by Councilor Kennedy, and carried 4-0, to approve the consent agenda:

1. Monthly Bills Allowed.

Public Hearings

1. None.

Petitions, Requests, and Communications

1. An email was shared with the council in response to Councilor Kennedy's request for a speed bump on a county road. Councilor Kennedy relayed the information to the person who had contacted him about traffic issues near Lofgren Park.
2. A thank you card was received from Colin Estabrooks for the scholarship he was awarded.

Reports of Officers, Boards and Committees:

1. Ambulance Report – Littlefork Ambulance Taxing District minutes from the June 20 meeting, June 20 Ambulance Service meeting minutes, and Run/Call Recap reports for May and June were provided. A motion was made by Councilor Lehman, seconded by Councilor Thydean to approve Resolution 2023-22: Approving Ambulance Officers. The motion carried 4-0.
2. Fire Department – Minutes of the July 10 Fire Department meeting were provided along with a notice of Operation Round-up grant for \$2,500 for SCBA equipment. Dan Wendt and Bruce Grotberg were in attendance from the Fire Department. Dan reported that LFD will also receive \$5,000 from North Star Capital Credits for equipment. Rig 307 is out of service for repairs to the pump transmission. Councilor Lehman inquired about the plans for the apron on the fire hall. Dan Wendt stated that once they know what the repairs on the fire truck will cost they will proceed with the apron. Councilor Lehman requested estimates be obtained for the cost of the apron construction.
3. Maintenance Department - Kory Williams reported that the new park equipment had been installed with the assistance of Greg and Tim McClellan. A thank you will be sent to the McClellans as well as a published thanks in the Littlefork Times. The summer maintenance workers have been busy mowing, helping with the

playground project and servicing equipment. An estimate for the light pole that needs replaced has not yet been received from the supplier.

4. AWAIRS Committee minutes from the July 12 safety meeting were provided and are on file at City Hall.
5. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of June 2023 and are on file at City Hall. A motion to approve the Financial Report was made by Councilor Lehman, seconded by Councilor Kennedy, and carried 4-0.

Unfinished Business

1. City Website – Sonja Pelland reported that old website would be taken down on July 31 and that office staff will be working on putting content into the new site. Small Town Tech is assisting with a .gov domain for the city website and e-mail addresses.
2. City Wide Clean-up: Sonja Pelland is still working on a few properties that have not yet complied with the code violation notices. Councilor Lehman inquired about the fallen tree on Main Street. The property owner has been mailed notice and if no response is forthcoming the tree will be removed by the city and the owner will be billed. Another tree in the state right of way near the bridge is in danger of falling. Inquiry will be made of MN Dot to see if they will take care of it before nature does.
3. After some discussion, a motion was made by Councilor Lehman, seconded by Councilor Thydean, to remove the stop sign at the intersection of Front Street and Second Avenue. The motion carried 3-1 with Councilor Kennedy voting “no”. There was concern that the trees and bushes on the corner of the intersection turning right onto Front Street from Second Avenue were obstructing the view of oncoming traffic. The homeowner will be contacted about trimming the trees.

New Business

1. A motion was made by Councilor Lehman, seconded by Councilor Thydean to pay the Kennedy Trucking invoice related to the transport of the fire truck to a repair shop. The motion carried 4-0. Once the actual invoice is received for the repairs to the pump transmission the council will take action necessary to pay that bill. An insurance claim may need to be filed if the cause of the pump failure is found to be freeze up due to fighting fire in cold weather.
2. A motion to approve the donation of a Memorial Bench in honor of Wendy Splett by her classmates at City Park (exact location to be determined by the donors and the City Maintenance Department) was made by Councilor Lehman, seconded by Councilor Kennedy, and carried 4-0.
3. Resolution 2023-20: Ordering Raze or Repair a building located at 705 Third Avenue. A motion was made by Councilor Lehman, seconded by Councilor Thydean to approve the order. The motion carried 4-0.
4. Paving – No information available yet from engineer, pending contract.
5. Resolution 2023-21: Engineer Agreement with S.E.H. Engineering, Inc. A motion to approve the agreement as presented was made by Councilor Lehman, seconded by Councilor Kennedy, and carried 4-0.
6. City Property Inquiry – Craig Palmer inquired as to whether the city would consider selling the vacant lot that the city owns across the alley from the liquor store so he could build a welding shop. The council was informed that this was one of several options Palmer was considering. By consensus, the council wants to wait to see if any of the other options work out before they consider selling.

Miscellaneous

1. None.

Adjournment

Councilor Lehman made a motion, seconded by Councilor Thydean to adjourn the meeting at 5:02PM. The motion carried 4-0.