

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

**Thursday, June 15, 2023**

**Call to Order**

Mayor Mike Fort called the meeting to order at 7:00 PM at City Hall, 901 Main Street.

**Roll Call**

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

Members Absent: None

Others Present: Sonja Pelland, Tom Donahou, Kory Williams

**Pledge of Allegiance** was recited.

**Approval of Agenda**

A motion was made by Councilor Wendt, seconded by Councilor Thydean to approve the agenda with additions: LCCMR Notice under Petitions, Requests and Communications and Resolutions 2023-17 and Resolution 2023-18 under New Business. The motion carried 5-0.

**Approval of Minutes**

A motion was made by Councilor Lehman, seconded by Councilor Kennedy, to approve May 18, 2023 Regular Meeting Minutes. The motion carried 5-0.

**Consent Agenda**

A motion was made by Councilor Lehman, seconded by Councilor Thydean, and carried 5-0, to approve the items on the consent agenda:

1. Monthly Bills Allowed.
2. Water/Sewer terminations.
3. Northern MN District Fair 3.2 beer license

**Public Hearings**

1. Littlefork Medical Center Taxing District Board Annual Hearing was called to order by Mayor Fort. All members were present except for Commissioner Destry Hell and District 5 Commissioner (vacant). The Public Comment period was opened and there were no comments from the public. A motion was made by Councilor Lehman, seconded by Councilor Kennedy to approve the 2023, collectible in 2024 LMC Taxing District Levy in the amount of \$100,000. The motion carried 5-0. It was noted that 2024 is the final collection year for this levy. A motion to adjourn the hearing was made by Councilor Wendt, seconded by Councilor Thydean, and carried 5-0.

**Petitions, Requests, and Communications**

1. An email was shared with the council regarding Koochiching County paving plans. County Engineer Trent Nicholson stated that he would keep the city informed as to upcoming projects in the Littlefork area in the event the city would want to coordinate any paving plans with projects the county plans on doing. The council asked that the administrator look into the engineering costs to estimate the number of feet/miles of paving that needs to be done within the city. Councilor Thydean requested that the stop sign at Second Avenue and Front Street be moved to Front Street. Councilor Kennedy requested that the administrator make a request to the County Engineer for a speed bump by Lofgren Park.
2. A thank you card was received from Amber Krause for the scholarship she was awarded.
3. A copy of the letter sent to Voyageurs National Park in opposition to their proposed ice road use plan was provided to the council.
4. A copy of the LCCMR notice regarding the Littlefork Public RV Campground Design was provided. The application was not selected for the current cycle of funding.

### **Reports of Officers, Boards and Committees:**

1. Ambulance Report – April 17 and May 15 meeting minutes and run/call recaps for April and May were provided. Tom Donahou reported Rig 304 has a bad turbo and repairs will cost \$4,800. The Littlefork Ambulance Thrift Shop has generously provided a donation to cover the repair. Tom stated that they continue to have many runs and that the rigs are running well. Councilor Kennedy questioned if the mileage was adding up as a result of so many runs. Tom stated that Rig 304 doesn't do transfers and has under 100,000 miles. He also stated that transfers are all highway miles and that they hope to get 10 years out of a new ambulance.
2. Fire Department – None. Minutes of the June 12 Annual Rural Taxing District meeting and the June 12 Fire Department meeting were provided.
3. Maintenance Department - Kory Williams reported that hydrants have been flushed, a pipe has been repaired at the sewer ponds, street cleanup has been happening in conjunction with the county this past week, and the summer maintenance crew is doing a great job with mowing and brushing. Dead trees and stumps were removed at City Park in preparation for the new playground installation which will begin next Wednesday with the help of local contractor, Greg McClellan. Councilor Thydean inquired about the street light that needed replaced on Main Street by the bridge. Tom Donahou will get estimates for a replacement light and the topic will be revisited under unfinished business at next month's meeting.
4. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of May 2023 and are on file at City Hall. A motion to approve the Financial Report was made by Councilor Lehman, seconded by Councilor Thydean, and carried 5-0.

### **Unfinished Business**

1. City Website – Sonja Pelland reported that the cancellation process for the old website has begun and that the new site will be ready for data transfer and information entry following a training session next week.
2. City Wide Clean-up went well. Many code violation notices went out and most have complied with the request to clean up properties. One dangerous building was inspected and owners have been sent certified letters with the inspection report and instructions as to next steps to resolve the building condition. Councilor Lehman made a motion, seconded by Councilor Thydean to take the next steps as needed to resolve the remaining violations. The motion carried 4-0, with Councilor Kennedy abstaining.

### **New Business**

1. Resolution 2023-19: Larson Water Sewer Connection to Garage. A motion was made by Councilor Lehman, seconded by Councilor Thydean to approve the connection with conditions that the building must never be used as a residence and that if the lots are ever sold separately the lines must be capped and plugged. The motion carried 5-0.
2. Resolution 2023-13: MMB State Budget Request. A motion was made by Councilor Lehman, seconded by Councilor Wendt, to approve the resolution to pursue bonding for a public RV campground. The motion carried 4-1 with Kennedy voting no.
3. Resolution 2023-14: Fire Department Budget and Tax Levy. A motion was made by Councilor Lehman, seconded by Councilor Thydean, to approve the Fire Department 2024 budget and 2023 tax levy, collectible in 2024 at \$92,734. The motion carried 5-0.
4. Resolution 2023-15: Authorization to Execute MN Dot Grant Agreement for Airport Improvement. A motion to approve was made by Councilor Kennedy, seconded by Councilor Wendt, and carried 5-0.
5. Resolution 2023-16: Ambulance Budget and Tax Levy. A motion to approve the Ambulance Department 2024 budget of \$342,520 and 2023 tax levy, collectible in 2024 at \$133,495 was made by Councilor Lehman, seconded by Councilor Wendt, and carried 5-0.
6. Resolution 2023-17: Thrift Shop Donations. A motion was made to approve the resolution accepting a donation of \$4,800 toward ambulance repairs and a donation of \$8,000 toward budgeted expenses by Councilor Thydean, seconded by Councilor Kennedy, and carried 5-0.
7. Resolution 2023-18 Indus Redistricting. A motion was made by Councilor Lehman, seconded by Councilor Wendt to appoint Sonja Pelland to the Indus School Reorganization Committee to explore redistricting options. The motion carried 5-0.

**Miscellaneous**

1. A motion was made by Councilor Lehman, seconded by Councilor Wendt, and carried 5-0 to set the July meeting date and time to Wednesday, July 19, 4:00p.m. and the August 17<sup>th</sup> meeting time to 4:00p.m.

**Adjournment**

Councilor Lehman made a motion, seconded by Councilor Thydean to adjourn the meeting at 8:24PM. The motion carried 5-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort