

**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**

Thursday, November 17, 2022

Call to Order

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

Roll Call

Members Present: Mike Fort, Loren Lehman, Kevin Sather, Quen Kennedy, Destry Hell.

Members Absent: None. (*Destry Hell 7:20p.m.)

Others Present: Sonja Pelland, Kory Williams, Todd Thydean, Sara Wendt, Tom Donahou, Carrie Turner, Craig Turner

Pledge of Allegiance was recited.

A motion was made by Councilor Lehman, seconded by Councilor Kennedy to approve the agenda with the addition of TNT hearing date under Miscellaneous. The motion carried 4-0.

Approval of Minutes

A motion was made by Councilor Kennedy, seconded by Councilor Sather, to approve October 20, 2022 regular meeting minutes. The motion carried 4-0.

Consent Agenda

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

1. Approve Monthly Bills Allowed.
2. Approve Water/Sewer terminations.
3. Approve Valerie Leahy liquor license for Jackpine Family Diner.
4. Approve CERC Director new hire Faith Novacek.

Public Hearings

1. None.

Petitions, Requests, and Communications

1. Copies of thank you letters that were sent to Wendy Boorman and Roger Keep were provided to the council.
2. A letter from MN Department of Natural Resources approving the city's floodplain ordinance was provided to the council.

Reports of Officers, Boards and Committees:

1. Ambulance Report – Minutes of the October 17 Ambulance meeting and run/call reports for October were provided and are on file at City Hall. Tom Donahou reported that the crew has been very busy with transports. All EMTs have completed the drivers' training course. Shifts are being filled well and rigs are running well. A side-rail on one of the cots recently needed repairs. The county-wide joint training drill for the care center went well. A refresher course is scheduled for December 1 from 6-10PM.

2. Fire Department – Minutes of the November 14th meeting were provided and are on file at City Hall.
3. Maintenance Department – (*Destry Hell arrived.) Maintenance Supervisor Kory Williams reported that the crew had removed the old play structure and prepared the site for the installation of the new structure next spring. They have been busy plowing and sanding after the first snowstorm and will be working on alleys and dead ends next. They have started preparing the rink for flooding and have gotten the holiday street decorations up. Kory will be speaking with the area’s technical advisers from Minnesota Rural Water regarding possible adjustments at the water plant to improve water quality.
4. The Financial Report was given by Sonja Pelland. Cash balances, balance sheets and income statements were provided for the month of October 2022 and are on file at City Hall. It was noted that the Fire Department would be amending their budget next month to better align with the expenditure needs of the department for the year. A motion was made by Councilor Lehman and seconded by Councilor Hell to approve the financial report. The motion carried 5-0.

Unfinished Business

1. Code violation follow up – No action has been taken by the property owner to comply with the request to winterize and/or remove a camper trailer. The council requested that the administrator telephone the owners to inquire what their plans are.

New Business

1. Canvas Election Results: The City Council, acting as the Canvassing Board for the municipal election, reviewed the actual election tapes and summary sheets from the November 8 election. A motion was made by Councilor Lehman, seconded by Councilor Sather and carried 5-0, to accept the election results.
2. Resolution 2022-30 – Park Caretaker Contract: A motion was made by Councilor Lehman, seconded by Councilor Hell to approve the contract with Carrie Turner as the new Park Caretaker and authorized the Mayor and City Administrator to sign the contract agreement. The motion carried 5-0. The council discussed needed improvements to the mobile home at the park and reviewed estimates for materials to make the repairs with labor being provided by the caretaker. Councilor Lehman made a motion, seconded by Councilor Kennedy to pass Resolution 2022-33 – Budget Amendment: amending the General Fund Budget to lower the amount budgeted for Community Building Other Equipment by \$5,000 and increase the amount budgeted for Park Building Repair Supplies by \$5,000. The motion carried 5-0.
3. Resolution 2022-31 – Close Lottery Savings Account. A motion was made by Councilor Kennedy, seconded by Councilor Hell to close the lottery savings account. The motion carried 5-0.
4. A motion was made by Councilor Kennedy, seconded by Councilor Lehman to not waive the monetary limits on tort liability established by Minnesota Statute §466.04. The motion carried 5-0.
5. Resolution 2022-32 – Employee Health Insurance: The Council discussed a recommendation by the Personnel Committee to increase the health insurance benefit for full time employees at length. The increased expense would be offset by Small Cities Aid and interest earnings on savings. A motion was made by Mayor Fort, seconded by Councilor Lehman to approve the resolution to pay 100% of the City’s Group Health Plan premium for the employee and 95% of the family coverage, plus \$100 per pay period contributed by the city to the employees’ HSA account. The motion carried 3-2 with Kennedy and Sather voting “no”. Mayor Fort then moved to decrease the 2023 General Fund tax levy (previously passed in September at \$109,140) back to \$107,000. The motion carried 5-0.

Miscellaneous

1. A motion was made by Councilor Lehman, seconded by Councilor Kennedy, acknowledging the Truth in Taxation Hearing date and time, December 15, 7:00PM during the December City Council meeting.

Adjournment

Councilor Kennedy made a motion, seconded by Councilor Hell to adjourn the meeting at 8:05PM. The motion carried 5-0.

Attest: Sonja E. Pelland, City Clerk

Mayor Mike Fort