

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

April 13, 2020

The regular meeting of the Big Falls City Council was called to order at 7 p.m. by Mayor Marta Lindemanis electronically via WebEx, pursuant to the Mayoral Emergency Proclamation, and per the requirements of MN Statute, Section 13D.021. Members participating were Ken Warner, Shawn Pritchard, Ken Kennedy and Jeff Oehlerking. Others participating were Terry Baird, Joan Nelson, Linda Dey, Bill Pihlaja, Ron Jasmer, Lynn Eaton and Wayne Skoe. All votes on motions were conducted by role call.

Additions. Resolution 2020-01 was added to the agenda.

Commissioner's Report. Wayne Skoe was present to give a report concerning county business. He noted that the emergency management committee has been meeting regularly to address the COVID-19 situation and to prepare for a possible outbreak in the county.

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

- Approval of March regular and special meeting minutes
- Approval of March Financial Reports

There was a motion by Pritchard to approve the consent agenda. Second by Oehlerking. The motion carried with all in favor.

Disbursements and Payroll. The disbursements and payroll reports were reviewed. *There was a motion by Oehlerking to approve disbursements in the amount of \$32,271.00 check #18572-18615 and ACH 17410E-17424E, and March payroll.* Second by Warner. The motion carried with all in favor. *There was a motion by Pritchard to approve payment to Maggert Machine in the amount of \$372.94.* Second to the motion by Oehlerking. The motion carried with Warner voting aye and Kennedy abstaining.

Resolution 2020-01. The council reviewed and discussed the resolution that would extend the Mayor-Declared Local Emergency. This allows for continued electronic meetings, and authorizes the Mayor and City Staff to take appropriate actions as necessary for the emergency, until further action of the city council or as long as the State of MN peacetime emergency declaration remains in effect. *There was a motion by Pritchard to adopt Resolution 2020-01, A Resolution Enacted Pursuant to MN Statutes Section 12.29 Extending the Period of a Mayor-Declared Local Emergency.* There was a second to the motion by Kennedy. The motion carried with all in favor. Discussion followed concerning the information received via the Koochiching County Emergency Management Committee meetings that have been electronically attended by the Mayor and City Clerk.

Campground Project. Ron Jasmer and Lynn Eaton with WSN were present to discuss the campground project. The council reviewed the bid tabulation for the building contract. There were six bids received, with Hawk Construction being the apparent low bidder at \$413,900.00. Ron Jasmer recommend that the council accept and award the bid to Hawk, with no alternate bid deductions being necessary. *There was a motion by Pritchard to award the Restroom Building Contract to Hawk Construction for \$413,900.00.* There was a second to the motion by Oehlerking. The motion carried with all in favor. It was noted that with the bid coming in lower than anticipated, we may be able to add change orders to include the boiler system, or other small options. The construction schedule was discussed. A pre-construction meeting will be scheduled after the next council meeting, as LinnCo is ready to begin as soon as the weather and ground conditions permit. The clerk presented information from GMRPT concerning the timeline for applying for the next round of funding. The council agreed to begin work on preparing an application for the pavilion. More information will be brought to the next council meeting, as the deadline to apply is July 31st, and this would be for 2022 grant funds. The council discussed dates for opening the campground, due to the COVID situation. As of now, it will not be opened until further consideration at the next council meeting. Reservations will still be accepted, noting that cancellations may be necessary.

Liquor Report. Linda Dey was present for a report. A leave of absence was approved for Carol Burmeister for May through July. The ramp is still scheduled to be built as soon as the contractor is allowed to work per the Stay at Home Order. The council discussed keeping the liquor store open for food and off-sale, even though the sales have been minimal. It was noted that by providing this service, we are helping to keep people in town, and not traveling to neighboring communities during the pandemic situation. While it may not be financially profitable, the council felt it is needed as a community service endeavor, to help support the “Stay at Home” order. Safety measures currently taken at the liquor store were discussed, as well as options going forward. *There was a motion to approve the liquor report by Warner.* Second by Kennedy. The motion carried with all in favor.

Fire/EMS. Bill Pihlaja was present for a report. He has conducted inventory on all PPE equipment, and has filed the necessary reports with the State. New compressors are needed to be purchased for 2 trucks, as they both burned out. *There was a motion by Oehlerking to approve the fire report.* Second by Pritchard. The motion carried with all in favor.

Maintenance Report. Terry Baird was present for a report. The council discussed the 4th of July, and how the COVID situation may affect the event. Shawn Pritchard reported that the Lions Club is willing to order and purchase the fireworks – even if there is still a social distancing requirement at the time. It was further noted that if fireworks were purchased, they would have to be shot off, as we have no long-term storage for them. They asked if Terry could organize a fireworks shoot, even if people could just watch from their homes or vehicles. Terry was willing to look into this, and will update the council at the next meeting. *There was a motion by Pritchard to approve the purchase and planning of fireworks, pending Terry’s ability to order product and get a work crew for the display.* There was a second to the motion by Oehlerking. The motion carried with all in favor. A water leak was found and will need to be repaired. The council approved for Terry to hire temporary help for the repair, or to hire a contractor as needed. The council approved to order Sludge Bugs to continue the sewer pond treatment. The council discussed the playground as it relates to the COVID situation. The state order does not require that playgrounds be closed, but it would be up to individuals to make sure that they maintain the social distancing requirements. The council agreed to leave it open to the public for now, with people to use it at their own risk. The council approved the purchase of a laptop for the maintenance department, as current old desk top unit is showing signs of failing. *There was a motion to approve the maintenance report by Oehlerking.* Second by Pritchard. The motion carried with all in favor.

Clerk’s Report. A thank you letter was received from Koochiching County Deputies Hell and Mastin for allowing use of the meeting room. The council approved a late request for a LMC Tax rebate. The clerk noted that efforts are being continued for census participation, as Big Falls is only at about a 20% response rate. The clerk reported that the League of MN Cities stated that as of now it appears as though there will be federal funding to cover 50% of the COVID unemployment expenses for cities, but this has not been finalized yet. *There was a motion to approve the clerk’s report by Pritchard.* Second by Oehlerking. The motion carried with all in favor.

2019 Consumer Confidence Report. The council reviewed the 2019 Consumer Confidence Drinking Water Report. It was approved that the city will not mail or publish the report, but it will be available on the website or by request

The next regular meeting is set for Monday, May 11, 2020 at 7 p.m. The meeting will be held electronically via webex, unless a council determination is made in the meantime that the emergency order can be revoked.

There was a motion to adjourn by Oehlerking. Second by Pritchard. The motion carried with all in favor.

Marta Lindemanis, Mayor

Joan Nelson, City Clerk