

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

August 10, 2020

The regular meeting of the Big Falls City Council was called to order at 7 p.m. by Mayor Marta Lindemanis. Members present were Ken Warner, Shawn Pritchard, Ken Kennedy and Jeff Oehlerking.

Additions. A discussion of the Duck's Unlimited Annual Banquet was added to the agenda.

Commissioner's Report. Wayne Skoe was present for a report. County issues were discussed. It was noted that due to the COVID border closing, there has been no progress on the peat project.

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

- Approval of July regular and special meeting minutes
- Approval of July Financial Reports
- Resolution 2020-04, A Resolution Acknowledging a Donation from North Star Electric for the Fire Department and CERC.

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 Pritchard to approve disbursements in the amount of \$35,038.65 check #18712-18781 and ACH 17461E-17475E, and June payroll.* Second by Oehlerking. The motion carried with all in favor.

COVID. The clerk noted that the preparedness plans have been drafted to include the new mask mandate set by the governor. *There was a motion by Pritchard to approve the plan updates.* Second by Warner. The motion carried with all in favor. The clerk reported that the city has received the CARES funding of \$15,821. A list of COVID related expenditures was reviewed by the council to ensure that all items met the CARES Act requirements. It was noted that each month until November, a list of new expenses will be reviewed. *There was a motion by Pritchard to approve the payment of COVID expenses in the amount of \$2,171.65, including amounts to be transferred back to other funds, for prior month expenses.* Second by Oehlerking. The motion carried with all in favor. The clerk noted that in the CARES Act, it was suggested that a city consider designating 10% of its funds to help small businesses that have been impacted by the pandemic. Koochiching County is working with KEDA, and has started a grant program. The intent is to work together with cities in the county, who are all contributing their 10% to this common fund. Grants will be given to small businesses and non-profits through a committee with representatives from each community. *There was a motion by Pritchard to contribute \$1,580 to KEDA for the Small Business Relief Fund.* Second by Kennedy. The motion carried with all in favor.

DU Banquet. Bill Pihlaja inquired about whether or not the city could allow the banquet in the gym this year. It was noted that the gym would be considered a "Indoor Recreational Venue" and that it would have to comply with COVID guidance set forth for such spaces. This would place a limit of capacity at 25%, and would have other strict regulations per the state mandates. It was decided that it would not be feasible to hold the banquet this year with the small attendance that would be allowed.

Liquor Report. Linda Dey was present for a report. The new ramp has been completed, but will need to be stained. The exhaust fan has been repaired. The current days and hours of operation were discussed, including whether or not it would be profitable to be open on the Sundays of Labor Day weekend or football games. As of now, Linda is not planning to be open, and the council agreed to leave it to her discretion. There was a discussion concerning the walk-in cooler floor. It was noted that it is need of repair. Options were discussed, including the installation of a new cooler. No action was taken at this time. *There was a motion to approve the liquor report by Warner.* Second by Oehlerking. The motion carried.

Fire/EMS. Bill Pihlaja reported that prior to the council meeting a public hearing was held at the fire hall to discuss the 2021 budget. No members of the public attended the meeting. The council reviewed the proposed budget and levy. It sets the taxing district levy at \$10,425. *There was a motion by Pritchard to approve Resolution 2020-05, A Resolution to Approve the Fire Taxing district Levy by the City of Big Falls Fire Department.* There was a second to the motion by Kennedy. The motion carried with all in favor. New flashlights have been ordered with the grant funds from North Star Electric. *There was a motion by Warner to approve the fire report.* Second by Pritchard. Motion carried.

Maintenance Report. Terry Baird was present for a report. He noted that he has removed some trees at the campground as needed. The council approved for a large pine to be donated to Lake Itasca Threshing Show, in which an old steam mill is used in a demonstration. He will make sure that the city campground is recognized for the contribution. He reported that the wind sock at the airport has been moved due to the location of the new hangar and the necessary setbacks. *There was a motion to approve the maintenance report by Oehlerking.* Second by Warner. The motion carried.

Clerk's Report. The clerk reported that the city received \$32, 880.00 from Koochiching County for the Small Cities Grant from the power line revenues. If the county continues to see these revenues, the city will be granted similar amounts every year in July. The council discussed the possible use of these funds, and whether or not to place them in the 2021 budgets for general, water & sewer. It was also considered that it may be wise to save the funds received this year for a large project. The clerk presented some rough budget figures and discussion followed. The council will make the decision on these funds at the September meeting when the preliminary levy needs to be set. *There was a motion to approve the clerk's report by Pritchard.* Second by Oehlerking. The motion carried with all in favor.

Campground Project. The project is underway with lines being run and blasting scheduled for this week. The clerk noted that a change order was needed for Hawk Construction, adding a cost of \$3720 for additional on-site hours for electrical supervision costs. This was due to the delay in their anticipated start time to follow LinnCo's schedule. *There was a motion by Oehlerking to approve the \$3720 adjustment for Hawk Construction.* Second by Pritchard. Motion carried. The council agreed to keep the restroom building closed for now, and to keep providing portable toilets.

Tax Forfeit Parcels. The council reviewed the list of tax forfeit parcels in Big Falls intended to be offered for public auction by Koochiching County. *There was a motion by Pritchard to adopt Resolution 2020-03 A Resolution Approving the Sale of County Land Within the City of Big Falls.* Second to the motion by Oehlerking.

The next regular meeting is set for Monday, September 14th, 2020 at 7 p.m. in the Legion Room.

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

Marta Lindemanis, Mayor

Joan Nelson, City Clerk