

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

February 12, 2024

The regular meeting of the Big Falls City Council was called to order at 7:00 p.m. by Mayor Shawn Pritchard. Members present were Jeff Oehlerking, Brenda Sursely, and LouAnn Abendroth. Absent: Angela Boes

Additions. No Addition to Consent Agenda

Commissioner's Report. Dale Erickson was present for a report. Erickson reported the Koochiching County jail project is moving forward, with Bid requests anticipated by month end. Airport is an ongoing discussion with county, said Erickson. Followed by a lengthy discussion regarding housing issues.

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

- Approval of January regular meeting minutes
- Approval of January Financial Reports
- Approve Audit Agreement with Brady, Martz & Associates in the amount of \$13,000.00
- Approve Resolution 2024-01, Adopting of Residential Anti-Displacement and Relocation Assistance Plan.
- Approve MOU adding ESST leave language to Union Contract

*There was a motion by Abendroth to approve the consent agenda. Second by Sursely. The motion carried with all in favor.*

Disbursements and Payroll. The disbursement and payroll were reviewed. *There was a motion by Sursely to approve disbursements in the amount of \$85,517.00, check #20916-20961 and ACH 18143E-18166E, and January payroll. Second by Oehlerking. The motion carried with all in favor.*

Liquor Report. Dey was present for a report. Dey reported percentage of wages was at 45%, Dey cut backup shifts during the week, with the slow season, wages should be 25% of gross. Wed is Valentine's meal, will be fully staffed for the dinner. Dey gathered information for price comparison and found some better options. Dey spoke with contractor regarding some roof issues to check when he does the replacement. Both Liquor Store office and Clerks office has a 30-day camera trial, will bring quotes to next meeting. Scheduling Cabin Fever Days to coordinate around Littlefork's Snow Fun Days, and with CERC's pancake breakfast March 13<sup>th</sup> – 17<sup>th</sup>. Total Entertainment for Fourth of July Event, and same band as last year. Maintenance is Swapping out fluorescents to LEDs to help reduce Liquor Store Electric utilities.

*There was a motion to approve the liquor report by Abendroth. Second by Sursely. The motion carried.*

Fire/EMS. Fire Chief present for a report. Kjellgren gave a brief description on VFBA for the volunteers, discussed another benefit for volunteers. Updated council on recent classes members attended. Gear was discussed, OSHA requirements and vendors, along with grants. Going to two meetings a month, Business and Training meeting.

*There was a motion by Oehlerking to approve the Fire/EMS Report. Second by Sursely. The motion carried with all in favor.*

Maintenance Report. Moe was present for a report. Switched a bunch of building lights over to LED's.

*There was a motion by Abendroth to approve the Maintenance Report. Second by Sursely. The motion carried with all in favor.*

Motion to Approve New ESST (Earned Sick and Safe Time) Language to Personnel Policy.

*There was a motion to Adopt New ESST Language to City Personnel Policy by Abendroth. Second by Oehlerking. The motion carried.*

SEH, Jason Chopp Phase II Campground update. Council was updated by Jason Chopp and Austin Kalish, Engineer's, on the blueprints and next steps for phase II on the campground construction project. Next step is schedule for bids.

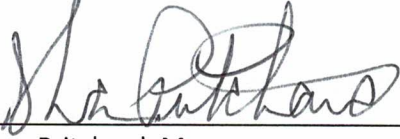
Clerk's Report. Clerk reviewed Clerk's Financial Report with Council. Gave a short overview of new website and design. Clerk requested adding Fire/EMS Roster page and info to website. Discussed Camp Host position and how council would like that to look for 2024 camping season. Clerk informed Council Open Gym is over for the season.

Rental Policy - updated policy for the SCDP Multi Housing Rehab.

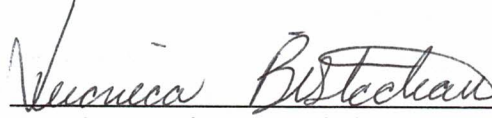
*There was a motion to Adopt New Rental Policy Language by Abendroth. Second by Oehlerking. The motion carried.  
There was a motion to approve Clerk's Report by Sursely. Second by Abendroth. The motion carried.*

The next regular meeting is set for Monday, March 11, 2024 at 7 p.m. in the council chambers.

There was a motion to adjourn by Abendroth. Second by Sursely. The motion carried with all in favor.



Shawn Pritchard, Mayor



Veronica Bistodeau, City Clerk