

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

October 15, 2019

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

Additions. A timber sale was added to the agenda.

Commissioner's Report. Wayne Skoe was not present for a report, but he did meet with the mayor and clerk earlier in the day. He informed the city that the Police/PERA aid that had previously been passed down to the city will no longer be in effect in 2020, as the city no longer pays for the Sheriff service contract.

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

- Approval of September regular and October Special Minutes
- Approval of September Financial Reports
- Approve cemetery lot agreement: Jeffrey Larsen

There was a motion by Pritchard to approve the consent agenda. Second by Warner. The motion carried.

Disbursements and Payroll. The disbursements and payroll reports were reviewed. *There was a motion by Warner to approve disbursements in the amount of \$69,535.32, check #17692– 17759 and ACH 17310E-17329E and September payroll. Second by Oehlerking. Motion carried.*

Liquor Report. Linda Dey was present for a report. A new ramp quote has been received from McClelland Construction for \$5,500, but work cannot be completed until next spring. Pool and cribbage have started this month. A Bartenders meeting was held last week to discuss policy issues and concerns. *There was a motion to approve the liquor report by Warner. Second by Oehlerking. Motion carried.*

Fire/EMS. There was no fire report this month.

Maintenance Report. Terry Baird was present for a report. An airport inspection was completed by MN DOT Aeronautics. They noted that trees need to be cleared in several areas and that a phone needs to be installed. The report noted options for a lock box for the phone. The clerk will check with Northome and Littlefork to see what they do for a phone. Terry presented quotes and options for the Liquor Store air conditioning system. Different ideas were discussed. *There was a motion by Pritchard to approve the quote from Shannon's Plumbing & Heating in the amount of \$18,000 to install 2 new 3-ton Heat Pump Units with 4-heads, keeping the old A/C unit as backup. There was a second by Kennedy. Additional electrical work will be needed in addition to this quote. The motion carried with all in favor. The radio tower project was discussed. Bruce Grotberg has been down to measure and obtain the co-ax cable – just waiting for him to come back down to complete the project. Several sections of sewer main were cleaned today, and there was an issue with roots in areas. Terry will be treating these lines with a root killer in the near future. The log cabin at the campground was discussed. The council decided that they do not want to try to refurbish the cabin, and that it can be demoed or given to any one that wants to haul it out. *There was a motion to accept the maintenance report by Pritchard. Second by Warner. Motion carried.**

Timber Sale. Shawn Pritchard noted that Nelson Bros. Logging is starting a MN DNR timber sale adjacent to a small area of over mature timber owned by the city near the airport. Nelson Bros. are willing to purchase the timber at \$28 per cord. The county forestry office has drawn up the map showing the lines. *There was a motion by Warner to approve the timber sale #BF-2 at \$28 per cord to Nelson Bros. Logging. Second by Oehlerking. Motion carried.*

Clerks Report. The clerk noted that the MN Dept of Health Service Connect Fee that is charged to water bills every January will be increasing to \$9.72. The clerk shared an email from the Northome City Clerk concerning their senior apartments. She stated that they are having many of the same maintenance issues, and have not found a solution

either. An e-mail from MN DNR was reviewed concerning their plans for the remote campsites along the river. They intend to remove the vault toilets and install nature toilets. Shawn Pritchard reported that the county is pursuing the possibility of taking over these sites. *There was a motion to approve the clerk's report by Pritchard. Second by Warner. Motion carried.*

Credit Cards. The clerk presented information on new credit card acceptance options for the city. A sister company of the city's web site host offers a service called "Gov Pay." It is credit card processing designed for government entities that allows charges to be passed on to users, rather than the city. The clerk noted that many cities are already using this, and it seems to be a very good service. There would be no set up or equipment costs to the city, and no processing fees to the city. All charges would be in the form of a "convenience fee" to the consumer, which would be clearly stated at the time of the transaction. A sample fee chart was reviewed by the council. Both utilities and campground fees could be paid through the city website, utilizing credit/debit cards and digital wallets such as paypal, venmo and e-checks. *There was a motion by Pritchard to begin utilizing GovPay, with all charges to be passed on to consumers. Second to the motion by Oehlerking. Motion carried.*

Fee Ordinance. The council reviewed draft Ordinance #223, An Ordinance Adopting a Schedule of Fees and Charges for Various Services, Licenses and Permits. This would increase the sewer fee by \$1 per month, and increase the campground fees. A second reading will be at the November meeting.

Campground Project. Curt Meyer met with Marta, Joan and Terry to discuss the project going forward after the high bids. He assured that city that he is still confident in their estimate, and gave reasons as to why he believed the bids for boring came in so high. Mark Hallan will be taking over most of the project, and will be down soon to develop a more detailed water/sewer line map that will indicate soil depths and rock structure for more clear bidding documents. They are going to conduct a mandatory Pre-Bid Conference on site at the campground, where contractors can view the site and ask detailed questions to make sure there is no misunderstanding of the rock/soil levels, and also for the archaeological site restrictions. This conference needs to be done before snow cover, but bidding will most likely not be until after the first of the year, as WSN feels this will produce the lowest possible bids. The shower house will be bid at the same time as a separate contract. The abatement report was received for the old house, and there is asbestos which will need to be abated. The clerk will handle sending out RFPs for abatement and demo.

The next regular meeting is set for Tuesday, November 12th at 7 p.m. due to the holiday falling on a Monday.

There was a motion to adjourn by Pritchard. Second by Warner. Motion carried. Adjourned.

Marta Lindemanis, Mayor

Joan Nelson, City Clerk