

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

September 9, 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.

Commissioner's Report. Wayne Skoe was present. An estimate of the small cities aid funding from the Great Northern Transmission Line tax revenue was discussed. At present, it appears as though Big Falls will receive \$17,087 in 2020, with somewhat larger amount in years to follow. Since this amount is not guaranteed, it will not be used in budget planning until after it is realized. The Mayor reported on a meeting with Representative Rob Ecklund and Duane Hill from MN DOT. The meeting was to discuss the feasibility of a wayside rest location in Big Falls, as our park is currently being used as such. While funding appears to be limited, Mr. Hill will pursue options, including a possible partnership with MN DOT and the city to share maintenance expenses of the current park restroom. The ATV trail closure near Page & Hill was discussed. A fence has been constructed to keep traffic out of the contamination site, with a winter snowmobile bypass being constructed. Plans are in the works to create an ATV trail around the area that would include a boardwalk to cross wetlands. Lorraine Nygaard was present and addressed the commissioner and council. She asked if any progress has been made in working with the Big Falls Apartments and the ongoing maintenance issues. The clerk will contact the Northome clerk to see if she has worked with the management, and how issues were resolved there. The clerk will also contact the USDA RD representative that conducted the inspection to see what follow up has been done.

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

- Approval of August Minutes
- Approval of August Financial Reports
- Approve cemetery lot agreement: Tara Gustafson

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

Public Hearing. There were no members of the public present to discuss pending assessments. *There was a motion by Pritchard to adopt Resolution 2019-09, A Resolution Certifying Unpaid Water and Sewer Utility Charges to the County Auditor. There was a second to the motion 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 \$47,574.86, check #17632 – 17691, and ACH 17295E-17309E and August payroll. Second by Warner. Motion carried.*

Liquor Report. Linda Dey was present for a report. There was a very good turnout for all of the August events. A DJ has been hired for the Halloween party which will be on October 26th. This year will be a 50's costume theme. The 2-door freezer was repaired. A discussion was held concerning bartenders allowing customers to stay in the bar after 1:30, which is not allowed, and bartenders are to be out as soon as possible after closing. Smoking breaks were also discussed. The council agreed that they need to be kept to a minimum and not abused, or else they will not be allowed in the future. A bartenders meeting will be held to go over these policies, and to refresh on all of the city and liquor store policies. The ramp will hopefully be done this month – still waiting for contractor to get us into their schedule. The council would like Terry to look into repairs needed on the soffits. They would also like to receive the A/C quote information at the next council meeting. *There was a motion to approve the liquor report by Oehlerking. Second by Kennedy. Motion carried.*

Fire/EMS. Bill Pihlaja was present for a report. He reported that he did follow up on some of the Big Falls Apartment issues and noted that the fire extinguishers were up to date. He is still waiting to hear from Bruce Grotberg and Terry concerning the tower installation project. He reported that the pumper truck seems to have a tank leak, and that it may be time to start thinking about replacing the truck. *There was a motion by Pritchard to approve the Fire Report. Second by Warner. Motion carried.*

Maintenance Report. Terry Baird was not present for a report. The council noted that in the future they would like some type of maintenance report each month, even if the supervisor is unable to attend the meeting.

Clerks Report. The clerk contacted the DNR concerning last month's complaint about maintenance issues at the State campgrounds, such as Ben Lynn. The DNR stated that they have started a new program to try to reduce carbon footprint by mowing and maintaining smaller areas. They stated that they do not clean the outhouses, and that they have never done it in the past. The clerk noted that there have been many positive comments concerning the car show last month. She reported that MN Outlaw Customs donated \$190 to the CERC from proceeds of a 50/50 draw at the event. New trail marking signs have been ordered for the horse trails at a cost of around \$500. Local horse riders have stated that they are willing to do some more marking this fall. *There was a motion to approve the clerk's report by Oehlerking. Second by Warner. Motion carried.*

Revolving/SCDP Loans. The council reviewed responses from the past due letters sent out last month. There was no further action taken, other than for the clerk to send notice of expected payments and to keep the council informed of payments received.

Water/Sewer Budgets. The council reviewed draft budgets as presented by the clerk. At this time, a \$1 per month increase in the sewer rate is being proposed. The city campground is to start paying a water and sewer bill monthly during the open season. A draft fee schedule ordinance will be brought to the next council meeting for a 1st reading.

2020 General Fund Budget and Levy. The council reviewed the draft preliminary General Fund Budget and Levy. Campground rate increases were discussed, as they have not changed since 2012. The clerk noted rates from comparable camp facilities run by the State. For now, the proposed rates will be: Primitive \$20/night, \$120/week \$275/month and Hookups \$30/night, \$180/Week, \$425/month. More discussion will follow next month with the proposed fee schedule ordinance. The proposed General Fund budget is \$193,770.00, with the same prior year levy of \$50,000. *There was a motion by Pritchard to adopt Resolution 2019-08, A Resolution Adopting a Preliminary General Fund Budget for 2020 and Setting the Tax Levy Collectible in 2020.* There was a second to the motion by Oehlerking. The motion carried with all in favor.

Campground Project. The project bid timeline was discussed. The bid for all of the ground/civil work has been let. Bids will be opened on October 1st at 10 a.m. in the city council chambers. A special meeting of the council will be held that day at 6 p.m. to review and award the bid. The clerk informed the council of several issues with the bid letting and plan process that have occurred with WSN. Curt Meyer with WSN has assured the city that our plans will be closely monitored by several engineers for quality control and accuracy. The old log cabin on the property was discussed. The council concluded that they prefer to move the cabin off-site for the time being, with possible restoration in the future if funding is available. Shawn Pritchard will work with Terry Baird to organize the process, as it needs to be completed this fall before any clearing work can begin. A complaint concerning the campground host was discussed. The clerk will forward the complaint to the host.

The next regular meeting is set for Tuesday, October 15th at 7 p.m. due to the holiday falling on a Monday.

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

Marta Lindemanis, Mayor

Joan Nelson, City Clerk