

**City of Red Lake Falls  
City Council Meeting  
February 8, 2016  
Minutes**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Red Lake Falls, Red Lake County, Minnesota was duly held in the Council Chambers of said City on the 8<sup>th</sup> day of February, 2016.

Members Present: Kevin Harmoning, Neil Knaack, Allen Bertilrud, Sara Kenfield, Kevin Brevik, Cheryl Matzke

Members Absent: none

Others Present: Kathleen Schmitz, Delray Sparby, Carol Seeger, Alan Cassavant, Joel Paulsen, Deb Derouin, Deb Butler, Kent Schmitz, Nate Ellingson

Mayor Kevin Harmoning called the meeting to order at 7:12 p.m.

Matzke moved, seconded by Knaack, to approve the Agenda with the addition of 7.6 Resolution #02-01-2016 – Annual Maintenance and Operation Grant for Airport. **MOTION CARRIED UNANIMOUSLY**

Bertilrud moved, seconded by Kenfield, to approve the January 25, 2016 City Council Meeting minutes as submitted. **MOTION CARRIED UNANIMOUSLY**

Engineer Joel Paulsen showed the council a map of the sewer and water mains in the city of RLF. There is MnDOT money provided for work on replacement of mains specifically if they are on routes of regional significance, i.e., the loop from 3<sup>rd</sup> Street to Polk Avenue down International Drive (the Industrial Loop). He recommends pursuing this at the County and State level until June or July and then we can put a funding package together.

Bertilrud moved, seconded by Kenfield, to approve Resolution #02-02-2016 – Resolution of Support for Local Road Improvement Program Applications. **For: Brevik, Knaack, Bertilrud, Kenfield, Matzke, and Harmoning. Absent: None. Against: None. MOTION CARRIED UNANIMOUSLY**

**Business:**

Crookston Altru Clinics Manager, Nate Ellingson, spoke to the Council. They are looking for storage space for clinic records and they would like to use space in communities where Altru has clinics. They need approximately 1,000-1,100 square feet. With regard to the open space room at the Mall behind Mike's Bottle Shop, Altru would incur the cost of building a dividing wall and installing electrical for lights. Currently, the room is not finished and has no heat and electricity; it's used for storage.

Bertilrud moved, seconded by Knaack, to lease mall space to Altru at a rate of \$300.00 per month with Altru paying for all improvements. The lease will be a three-year lease with a 90-day out clause for both parties. **MOTION CARRIED UNANIMOUSLY**

The Planning & Zoning Committee met prior to this council meeting to consider the requests for Re-zoning Property from Industrial to Commercial and also vacating the North 40 feet of 9<sup>th</sup> Street SE. These requests are for Dollar General to build a store on the property. The Planning & Zoning Committee recommends rezoning the property from Industrial to Commercial and also to vacate the North 140 ft x 40 ft of the street and to move a storm sewer.

Brevik moved, seconded by Matzke, to accept the Planning & Zoning Committee recommendations. **MOTION CARRIED UNANIMOUSLY**

Administrator Schmitz heard from our insurance company and they will pay for the cost of re-shingling the City Hall roof except for the deductible (\$5,000). Adm. Schmitz recommends accepting the lowest bid from Midwest Roofing for \$19,282 to re-shingle the roof. Attorney Sparby noted that you should take the lowest responsible bidder, even if it's someone outside of the city as we do it for the benefit of the taxpayers.

Kenfield moved, seconded by Knaack, to go with the Midwest Roofing bid to re-shingle the roof for \$19,282 with 30-year Landmark shingles. **MOTION CARRIED UNANIMOUSLY**

Bertilrud moved, seconded by Brevik, to amend the City Ordinance Section 905.05.01 – Off Street Automobile Storage, to read: d) Store and other retail business establishments: One parking space for each 400 square feet of total retail floor area. **MOTION CARRIED UNANIMOUSLY**

Administrator Schmitz went over the 2015 – 4<sup>th</sup> Quarter Financials.

Kenfield moved, seconded by Brevik, to approve Resolution #02-01-2016 – Authorization to Execute MN Department of Transportation Grant Contract. **For: Brevik, Knaack, Bertilrud, Kenfield, Matzke, and Harmoning. Absent: None. Against: None. MOTION CARRIED UNANIMOUSLY**

Bertilrud moved, seconded by Brevik, to pursue collection of a debt (per FYI letter in packet) to include foreclosure, if necessary. **MOTION CARRIED UNANIMOUSLY**

Bertilrud moved, seconded by Brevik, to approve the Bills and Finance Checks #039086 - #039127, Payroll Checks #005035 - #005062 + Payroll E Checks 1 – 14. **MOTION CARRIED UNANIMOUSLY**

The meeting adjourned at 9:05 p.m.

Respectfully submitted,

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Kevin Harmoning, Mayor

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Kathleen Schmitz, City Administrator