

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
June 7, 2022

Kettle River City Council meeting was held in the meeting room of City Hall, Tuesday, June 7, 2022

Members Present: Mayor David Lucas, Councilor Collier, Councilor Mascarenas, Councilor Kohmetscher, and Councilor Doward.

Absent:

Staff Attending: Kathryn Lake, City Administrator/Clerk-Treasurer, Robert Tschida, Building Inspector, Kyle Riel, Fire Chief, Gerry Peterson, Maintenance worker, Brent Milczark, Utilities

Others attending: Marcia Sarvela, Judy Collier, John Peura, Patty Lund, Ed Lund, Kevin Peura, Krystal Milczark, and daughter.

Mayor Lucas called the meeting to order at 7:00 p.m.

Guests:

Ed and Pat Lund

Robert Bernier, League of Minnesota Cities Insurance Trust

John Mikrot

Dan Reed

- Ed and Pat Lund wish to adjust their property line, moving in 68 feet for the neighbors to be able to buy in the future. Planning and Zoning have approved the adjustment. Straight Line has been asked by the landowners to survey it for the county and the city. Motion made by Guy Collier to approve the lot line adjustment for Ed and Pat Lund, seconded by Miya Kohmetscher. Ayes: Mayor Lucas, Miya Kohmetscher, Guy Collier, Elizabeth Mascarenas, Monique Doward. Nays:0 Motion Carries.
- Robert Bernier with the League of Minnesota Cities Insurance Trust about the claim with Mike Buetow Excavating for road damage from work done. Most of claim has been resolved, issue remaining is the responsibility of fixing ongoing road issues due to dirt is settling and causing road to collapse. Mike Buetow has made an offer to repair dirt and prepare area for city to resurface. Will he be willing to come back and repair again if area settles before city is able to repave?

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- Agreement will need to be drawn up with time frame of upkeep, possible 2-year guarantee. City agrees to pave 1/3 of the area leaving the responsibility of the other 2/3 to Mr. Buetow. Mr. Bernier will bring offer to Mr. Buetow. Cities offer was rejected, Mr. Buetow offered to fix the road and install recycled asphalt and compact it. He is willing to fix it if it settles before October 1st, 2022, City wishes for the date to be May 1, 2023. Mr. Buetow agreed but made the stipulation that it is after road restrictions have been lifted in the spring. He also said he would start the work within 2 weeks of signing the agreement with the city. Motion to accept the offer made by Buetow Excavating made by Councilor Collier and seconded by Councilor Doward. Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0 Motion carries. Mr. Bernier will draw up agreement and send it to Mr. Buetow to be signed. Then it will be sent to the city to review. Special meeting set for Wednesday, June 15, 2022, at 7 pm to review agreement.
- Contract for Mr. Mikrot. Mr. Mikrot states he will be on call and will be in town once a week until Brent Milczark is licensed by the state for the water and sewer operations. Starting date is June 8, 2022. Motion to accept Agreement of Service with Mr. Mikrot made by Elizabeth Mascarenas, seconded by Monique Doward.
- Ayes: Guy Collier, Miya Kohmetscher, Monique Doward, Elizabeth Mascarenas, Mayor Lucas.
- Nays: 0
- Dan Reed for Ma and Pa Kettle Days No Move Parade. State is reluctant to approve permit for parade on Highway 73. They want to mark out spaces near the sidewalk off Highway 73 in the parking areas. This will be more of a booth style set up. Time frame is from 11-1. Possibly from the old gas station lot to the Soo Line trail if enough people are interested. Is it possible to slow traffic down during this time frame? What can be used to mark spaces that will wash away, besides chalk sticks. Motion made to approve the no move parade along Highway 73 by Councilor Kohmetscher and seconded by Councilor Mascarenas.
- Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas, Mayor Lucas.
- Nays: Councilor Doward. Motion carries.

Motion by Councilor Collier seconded by Councilor Kohmetscher. Ayes: Mayor Lucas, Councilor Collier, Councilor Mascarenas, Councilor Kohmetscher, and Nays: Councilor Doward. Motion carries to approve the following consent agenda items:

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- List names under Ayes and Nays, Minutes, minute corrections for May 10, 2022, regular council meeting
- Claims (6504-6521=\$2,604.12)
- Cash control statement, receipt, and disbursement registers.
- Make sure to put Credit Card on statement

Administration Department report submitted by Kathryn Lake, City Administrator, City Clerk/Treasurer:

- Regular daily, weekly, monthly work.
- Kathy spoke with Calen he will get back to her about when tanker will come and the start date. Will need to send out notices to residents.
- 2022 and 2023 Fire Service Contract for City of Kettle River
- Bank papers from Rick Bothwell for the Tractor Loan
- 15-16 letters were sent out for spring cleanup notices with a couple of weeks to comply
- Brenda from Carlton County will be sending check for the BBQ in the amount of \$412.50
- Silver Township signed 2022 contract and has not signed 2023 contract yet.
- Budgeting: Capital Improvement \$10,000 was spent in 2019. Nothing was spent for capital improvements in 2020 or 2021. This money does not roll over if not spent. Money should be set aside into three separate savings accounts for: Water/Sewer and Capital Improvement and Fire Department for future expenses on city needs. Motion made by Councilor Kohmetscher and Seconded by Councilor Mascarenas. Ayes: Mayor Lucas, Councilor Collier, Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas. Nays: 0 Motion carries.

Utilities Department

- Water use 181,400 gallons
- Set up tables for BBQ
- Flushed hydrants on May 28, 2022
- Checked lawn mowers and started mowing
- New meter in the water plant is needed, Brent will start pricing them
- Discharged the secondary pond, next discharge is Thursday
- Brush pile should be burned soon.

Fire and First Responder Department

- May: 7- fire and 6-medical

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- June: 0-fire and 1-medical
- Tanker 428 is still in Lino Lakes waiting for parts due to manufacture delays
- Fire commission meeting leaking valves on pumper were fixed during this time
- Brown Road fire, were on scene for 8 hrs. and returned the next morning, expecting a check from the DNR
- Fire department meetings on June 7 and June 16
- Kathy still working with insurance adjuster on claim for Tanker 428

City Council:

- Thanks to Marcia Sarvela and Morgan Yeats for the tool donations
- Thanks to everyone at the BBQ and to everyone that help out
- Thanks to Councilor Doward for recommending in an email that Carlton County not reimburse the city for the BBQ

Committees-

Planning and Zoning Commission:

- Passed Ed and Pat Lund's lot line move
- Terry Oleary offered \$11,000 cash on city property where gas station was, Planning and Zoning, rejected offer. Motion to deny made by Councilor Kohmetscher and seconded by Councilor Mascarenas. Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas. Nays: 0 Motion to deny carries.
- Old gas station lot should have stipulations on what kind of business can be put there.
- Future campground is still planned by Mr. Miller

Personnel Committee:

Safety Committee:

Correspondence:

- Email from Michelle Karen about snowplow plan on 2nd Ave. and Birch Street to alleviate the amount of snow on Birch Street and digging the ditch on Birch Street for proper water drainage. Utilities Department recommends removing sod build up to allow proper water drainage and re digging ditch. Contact Kevin Peura about getting an estimate for bringing in a mini backhoe to fix ditch.

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- Resignation Letter from Tara Kisler. Motion to accept resignation made by Councilor Collier and seconded by Councilor Doward.
- Ayes: Councilor Collier, Councilor Kohmetscher, Councilor Doward, Councilor Mascarenas, Mayor Lucas.
- Nays:0 Motion carries.
- Letter from a concerned citizen to the city council about Councilor Doward costing the city money in attorney's fees and if she can be blocked or forced to pay the fees. Citizens should not have to pay for the unneeded fees and Councilor Doward should resign if she cannot perform her duties properly as a council member.

Building Inspector:

- There are no ordinances for having a campground in city limits. Campground dump station will need to be hooked to city sewer according to state rules. Campground needs to be rezoned. Needs a conditional use permit and proof of financing. Commercial Inspector says sewer and water needs to be engineered.
- Commercial Inspector gave coop store owner 10 days to respond to letter on collapsing wall.
- Campground and ATV ordinances will need to be revisited
- Alley upgrades for campground to use Soo Line Trail will be done by Minor Miller

New Business:

- Fire Commission Meeting was held. Silver Township has signed the 2022 fire service contract but has not sent payment. They also have not signed the 2023 fire service contract. Councilor Doward questioned if fire service contracts are written by an attorney. Councilor Doward questioned if the 2in 2out rule in the standard operating manual should also be in the fire service contract. Fire Chief Riehl responded no, because it isn't guaranteed everyone responding to the fire will be from Kettle River Fire Department and that rule is only for when fire fighters have to enter a burning structure. She then questioned how they get around the OSHA violation and was informed it is not an OSHA violation.
- \$10,000 down payment on tractor. Bank has given two quotes one with down payment and one without down payment. Motion to go with contract with down payment to keep payments and interest rate lower. Tractor comes with attachments: Bucket, Forks, Weight box, Rear blade, quick attach. Total price is

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\$24,875. Payment for tractor will be \$10,000 down, Loan amount will be for \$14,875. 6-month payment of \$1,668 for a total of \$16,680 paying total interest of \$1,805 interest. Motion to approve loan with down payment made by Councilor Collier and seconded by Councilor Kohmetscher.

- Ayes: Mayor Lucas, Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas.
- Nays: Councilor Doward. Motion carries.
- Date for Budget Meeting in August set for Tuesday, August 30, 2022, at 6 pm.
- National Night Out scheduled for Tuesday, August 2, 2022, for 5-8 pm. Give aways for kids will need to be replenished. \$300 set aside for funding.
- Kathryn Lake asked Councilor Doward to return the Audit Book she had. Councilor Doward informed her that she sent it to an agency. Councilor Doward was informed that it is illegal to do so, and she responded with “Take me to court.”

Kathryn Lake has requested Councilor Doward is not to be allowed in the office when she is working alone due to pending legal action. Mayor Lucas recommends both Councilor Doward and Sue Pederson not be allowed in the office when Kathy is working alone and advised that they can make an appointment ahead of time to make sure someone else is in the office with her. Motion made by Councilor Collier and seconded by Councilor Kohmetscher.

- Ayes: Mayor Lucas, Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas.
 - Nays: Councilor Doward. Motion carries
- Motion to accept the 2022 Fire Service contract between the City of Kettle River and the Kettle River Fire Department. The city pays the fire department \$3,372. Motion made by Councilor Collier and seconded by Councilor Kohmetscher.
- Ayes: Councilor Collier, Councilor Mascarenas, Councilor Kohmetscher, Mayor Lucas.
 - Nays: Councilor Doward. Motion carries.
 - Motion to accept the 2023 Fire Service Contract between the City of Kettle River and the Kettle River Fire Department. The city will pay \$3,372 to the fire department. Motion made by Councilor Collier and seconded by Councilor Kohmetscher.
 - Ayes: Councilor Collier, Councilor Mascarenas, Councilor Kohmetscher, Mayor Lucas.
 - Nays: Councilor Doward. Motion carries.

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- Motion to accept resolution 2022-09 made by Councilor Kohmetscher and seconded by Councilor Mascarenas.
- Ayes: Mayor Lucas, Councilor Collier, Councilor Kohmetscher, Councilor Mascarenas
- Nays: Councilor Doward. Motion carries.

Old Business:

- Claim submitted for damage done to sewer line by Mr. Buetow, who is also responsible for fixing the road. Insurance adjuster coming on Tuesday to look at damages.
- Water/Sewer agreement with Mr. Isaacson will end in May. Mr. Mikrot has offered his services. Motion to pay Mr. Isaacson what he has billed the city for March and April made by Councilor Collier and 2nded by Councilor Kohmetscher. Ayes- Councilor Kohmetscher, Councilor Collier, Councilor Mascarenas, Mayor Lucas. Nays- Councilor Doward, Motion carries.
- Motion to pay Mr. Isaacson for May services made by Councilor Kohmetscher and seconded by Councilor Mascarenas.
- Ayes Councilor Kohmetscher, Councilor Collier, Councilor Mascarenas, Mayor Lucas.
- Nays- Councilor Doward, Motion carries.

- Motion made to adjourn by Councilor Collier and seconded by Councilor Kohmetscher.

- Ayes: Councilor Collier, Councilor Mascarenas, Councilor Kohmetscher, Mayor Lucas, Councilor Doward. Meeting adjourned at 9:16 p.m.

The next City Council meeting will be held Tuesday, July 12, 2022, at 7 p.m. at the City Hall.

Submitted by,

Jamie Dobosenski, Account Clerk