

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
September 8, 2020, 7:00 p.m.**

A regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, September 8, 2020.

Members present:

Mayor David Lucas

Councilors: Tina Tollgaard, Guy Collier, Miya Kohmetscher and Janice Sherman.

Absent: None

Staff Attending: Kathryn Lake, City Administrator/Clerk-Treasurer, David Isaacson,
Utilities Superintendent

Others attending: Kevin Peura

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

Discussion on COVID-19 information from Mayor Lucas.

Motion by Councilor Collier seconded by Councilor Tollgaard and carried unanimously to approve the following consent agenda items:

- Minutes August 12, 2020 regular council meeting with corrections of Kyle Riel, Fire Chief attendance, and Councilor Kohmetscher seconding motion to adjourn meeting, and August 25, 2020 special meetings.
- Claims (6017-6034=\$2,237.48)
- Cash control statement, receipt, and disbursement registers.

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

- Bernadine Reed returned the credit card and we are awaiting paperwork from credit card company to change the name on the card.
- Regular daily, weekly and monthly work completed.
- Letters to be sent out for the Kasden properties and Alberg property.

Building:

- Working on estimates for new driveway at the ponds
- Looking at signs for the 22 acres for sale and 2 signs for the new dumping area plus a sign saying closed for the old dumping area.
- Received an estimate from Regions Electric for the hand dryers for both City Hall and Rest Area for \$5230 and Nyguim Electric was \$4800
- Pre-discharge sample on secondary pond completed
- Selling bulk water to NC3 doing high speed internet installation underground boring west of town.
- Talked with KLM Engineering about the riser pipe for the water tower need to set up time to meet with the engineers.

- Regarding streetlight that was run over last winter Carlton County turned it over to MNDOT to take care of installing it this month or next month.
- Speed limit signs are not tied to city limits they are based on a speed study indicating where it is appropriate for the new speed zone to begin. Until we undertake another speed study to determine if the speed zone needs to be adjusted the speed signs to remain in their current location.
- Check on signs for children at play.
- Contact Jim Miles about the state coming in and doing the crosswalks and checking with Moose Lake who completed their crosswalks.
- Lawn mowing includes Kasden, Caron, LaFlair
- Discussion on fixing the playground

Motion by Councilor Collier, seconded by Councilor Tollgaard and carried unanimously to approve Peura Contracting Inc bid (\$5,400) for making a road to the new brush pile and dump site over by the pond area.

Fire Department Report submitted by Kyle Riel. Fire Chief

- Seven fire calls and six medical runs in August and one fire call and one EMS call so far in September.
- Emergency Apparatus team did yearly service checks of all equipment with and reported no major issues with the equipment.
- Presented a letter of interest from Tricia Riel for First Responder Captain.
- Starting the recruiting process for Fire and EMR
- Discussion of any COVID costs for fire department.

Committees

- Zoning and Planning meeting set for Monday September 14, 2020.
- Discussion on purchasing signs for the new dumping site by the ponds and signs stating no dumping allowed in the old site.

Motion by Councilor Tollgaard, seconded by Councilor Collier and carried unanimously to approve the estimates for the auto-flushing toilets for the city hall and regular toilets for the rest area from Entner Plumbing (\$5,600 and \$2,500).

Motion by Councilor Tollgaard, seconded by Kohmestscher and unanimously carried to accept the bid from Nyguim (\$4,800) for the automatic hand dryers.

Discussion on finding out if the non-auto flushing toilets would be covered under COVID Relief Fund. Check with Phil about taking the city hall toilets to rest area and buy just one new one if got covered by COVID. Get updated bid from Entner Plumbing.

Motion by Councilor Tollgaard and seconded by Councilor Sherman and carries unanimously to approve Clerk to become notary. Fee is \$120 to state and \$20 to Carlton County.

Discussion on the Corporate Authorization Resolution to add Kathy Lake as an agent along with David Lucas and Tina Tollgaard. Change the opening of any account to two signatures and endorsement of checks to two people.

Motion made by Councilor Kohmetscher and seconded by Councilor Sherman and unanimously carries to approve the new application.

Motion made by Councilor Tollgaard and seconded by Sherman , and unanimously carried to approve the updated compensation step structure.

Motion made by Councilor Sherman and seconded by Councilor Tollgaard and carries unanimously to accept the 2021 proposed budgets and 2021 water and sewer rate schedule.

Motion made by Councilor Tollgaard, seconded by Councilor Sherman for the adoption of resolution #2020-04 Tax Levy Assessment.

Discussion on taking the Multi-hazard mitigation by webinar.

Motion made by Councilor Kohmetscher and seconded by Councilor Sherman unanimously carries to have Kathy complete the webinar.

Motion by Councilor Collier seconded by Councilor Tollgaard and carried unanimously to adjourn at 8:50 p.m.

Submitted by,

Kathryn Lake
City Administrator/Clerk/Treasurer