

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
January 14, 2020**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, January 14, 2020.

Members present: David Lucas, Tina Tollgaard, Kyle Riel, Guy Collier and Miya Kohmetscher.

Absent: None

Staff Attending: David Isaacson, Utilities Superintendent and Bernadine Reed, City Administrator/Clerk-Treasurer.

Others attending: John Peura and Jeff Dotseth.

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

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

- Minutes, December 10, 2019, regular council meeting;
- Claims (5857-5881 - \$11,180.13);
- Accounts payable - \$19,456.89;
- Cash control statement, receipt and disbursement registers;
- GO Water Revenue Note 2018A payment - \$10,125.00

Administration Department report submitted by Bernadine Reed, City Clerk/Treasurer:

- Regular daily, weekly and monthly work;
- Year-end reports;

Mayor Lucas requested that the ordinance review project begin. Following discussion, the Clerk was instructed to place one section of the ordinance on the agenda each month.

Utilities Department report submitted by David Isaacson, Utilities Superintendent.

- MNDOT and Carlton County have been removing snow;
- Working on siren research and repair;
- Due to freezing during transporting water testing was resubmitted;
- The ice rink is available for skating;
- CIP was contacted to assist with playground maintenance for June 3rd and 4th and for assistance in August for the Ma and Pa Kettle Day event;
- Currently awaiting an electrician's estimate for installation of a generator at the water treatment plant;
- Maintenance inspection was completed for the lift station and well pumps;
- The lift station pump may need further repairs.

Fire Department report submitted by Kyle Riel, Fire Chief.

- Dec. 2019 – two Fire calls and four EMR calls; so far in Jan. zero Fire and three EMR calls;
- FF1 and FF2 classes are available locally and one member is attending;
- Discussion of training, updating of SOP's and sign off sheets;
- The Fire Commission meeting will be held Wednesday, February 19th at 7:00 pm;
- Chief Riel has contacted Kurt Schatz concerning his plans as Mr. Schatz's one-year leave of absence is ending, Mr. Schatz has stated that he is resigning. Motion by Tollgaard, seconded by Collier and carried unanimously to accept Kurt Schatz's resignation with a thank you for his years of serving;
- Discussion of when the debris pile will be removed, Riel stated he is working on it;
- Jon Lingle will be serving as the departments training officer and Riel is working on filling the position of EMR captain;
- Disciplinary letters will be sent to two members concerning their unexcused absences.

City Council:

- May 2, 2020 has been set for the 2nd Annual Community BBQ, noon to 4:00; Lucas will work on notices. Brief discussion of food quantities.

Committees:

Planning and Zoning Commission:

- Collier has been appointed Chairman of the Planning and Zoning Commission;
- 2020 goals have been established of updating the comprehensive plan, maintenance and repair of the playground equipment, updating the rest area bathrooms, marketing the city owned lots for sale, establishing a parking area by the river dock, broadband infrastructure and business development.

Personnel Committee:

- Completion of Isaacson's job review. Recommendation of wage change for after hour call-ins. Following discussion, motion by Riel, seconded by Kohmetscher and carried to authorize a minimum of two hours of wages for response calls after normal work hours.

Unfinished Business:

- Correspondence from Frank Yetka, City Attorney, concerning hazardous building resolution. Following review, additional information of repair and removal costs will be researched;
- Public alert options, tabled;

- 2020 Census Complete Count assistance from Council, following discussion there is not an interest in forming a committee;

Correspondence:

- Information from Carlton County Zoning Department that the recycling center project has been released for bids;
- Request from Moose Lake Historical Society for a donation. Motion by Kohmetscher, seconded by Riel and carried unanimously to donate \$50.00 from the lawful gambling fund;
- Request from Barnum Post Prom for a donation. Motion by Collier, seconded by Kohmetscher and carried unanimously to donate \$25.00 from the lawful gambling fund.

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New Business:

- Resolution 2020-01: Tollgaard moved the adoption of the following 2020 appointments:

Acting Mayor: Tina Tollgaard

Official Newspaper: Moose Lake Star Gazette

Bank Depositories: First National Bank of Moose Lake, 4M Fund/4M Plus Fund.

City Attorney: Frank Yetka, Rudy Law Firm;

Fire Commission: David Lucas;

Building/Utilities/Safety Committee: Kyle Riel and Miya Kohmetscher;

Personnel Committee: Guy Collier and Dave Lucas;

Planning and Zoning Commission: Guy Collier and Dave Lucas;

Kohmetscher seconded and the resolution carried unanimously.

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

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer