

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
January 8, 2019**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, January 8, 2019.

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

Absent: None

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

Others attending: John Peura, Todd Lawrence, Marcia Sarvela and Kevin Peura.

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

Mayor Lucas began the meeting with a brief statement of goals, procedures and expectations. Goals Mayor Lucas would like to work on are: 1) tax abatement, 2) billboard sign project; 3) work with local non-profits to benefit the City; 4) add a resident suggestion box; 5) hold a community picnic and additional goals by Council.

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

- Minutes, December 11, 2018, regular council meeting;
- Claims (5556-5586 - \$12,529.59);
- Accounts payable - \$28,117.28;
- Cash control statement, receipt and disbursement registers.

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

- Regular daily, weekly and monthly work;
- Started 2018-year end process and reports.

Utilities Department report submitted by David Isaacson, Utilities Superintendent.

- Tree removal is being done by the water tower;
- Christmas decorations need replacement;
- Complaints of parking on Cedar Street and difficulty of snow removal.

Following discussion, motion by Collier, seconded by Tollgaard and carried unanimously to contact law enforcement about removal of the vehicles.

Fire Department report submitted by Kyle Riel, Fire Chief.

- Request for authorization to purchase two EMR jackets, submitted quote of \$459.00. Motion by Tollgaard, seconded by Collier and carried unanimously to authorize the purchase;

- Request for authorization to purchase two pagers, submitted quote of \$782.50. Motion by Collier, seconded by Kohmetscher and carried unanimously to authorize the purchase;
- Submittal of letter from Nick Wright requesting to be reinstated following a leave of absence, request tabled with a request to invite Mr. Wright to the February meeting for clarification of reinstatement;
- Submittal of letter from Kurt Schatz requesting a one-year leave of absence. Motion by Kohmetscher, seconded by Collier and carried unanimously to approve the one-year leave of absence request.

Building Department report submitted by Robert Tschida, Building Inspector:

- Mr. Tschida will be attended required continuing education classes next week.

City Council:

- Tollgaard inquired into the status of the “Welcome to Kettle River” packet. The brochure has been completed and is available at the office. Mr. Lawrence stated he has reviewed the brochure and would like to see the Tower Tap and Morgan Automotive added as businesses to the brochure.

Committees:

- Lucas inquired into arranging a personnel committee meeting. This will be completed after the 2019 committee appointments are done.

Planning and Zoning Commission:

- Mr. Lawrence stated he had contacted Greg Bernu, Carlton County Land Commissioner, about the delay in transfer of the land purchase. Mr. Bernu informed him the delay was at the State level. Mr. Lawrence obtained and contacted the Minnesota State office handling the title transfer work.

Unfinished Business:

- Proposed amendment to the nuisance ordinance. Following discussion about the language and cost to change the ordinance, motion by Kohmetscher, seconded by Riel and carried unanimously to begin a code review and update project. Reed will provide information at the next meeting.

Correspondence:

- Request from Scott Peterson, MN Energy, inquiring about vendor interest at Gopher State One Call meeting; no action;
- Request for donations from Moose Lake Post Prom and Barnum Post Prom Committees, motion by Kohmetscher, seconded by Riel and carried unanimously to donate \$25.00 to each group from the Lawful Gambling Account;

- Acknowledgement of notification of a special election to be held Tuesday, February 5, 2019.

New Business:

- Resolution 2019-01: Tollgaard moved the adoption of the following 2019 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 Tollgaard, seconded by Collier and carried unanimously to appoint Todd Lawrence to the Planning and Zoning Commission for a three-year term;
- Motion by Kohmetscher, seconded by Tollgaard and carried unanimously to approve the First National Bank of Moose Lake corporate resolution with David Lucas, Tina Tollgaard and Bernadine Reed as authorized signatures;
- Motion by Riel, seconded by Kohmetscher and carried unanimously to approve the 2019 fee schedule;
- Presentation of audio and video policy, review will be requested from the City attorney;
- Discussion of hosting a city picnic on May 4, 2019 from noon to 5:00;
- Request by David Lucas to attend LMC elected official training, motion by Tollgaard, seconded by Collier and carried unanimously to authorize attendance and related expenditures;
- Tollgaard requested research of hosting a community paper shredding opportunity, Reed will provide information at a future meeting.

Motion by Kohmetscher seconded by Riel and carried unanimously to adjourn at 9:00 p.m.

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer