

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
January 9, 2018

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, January 9, 2018.

Members present: Kris Miller, David Lucas, Jason Montgomery, Tina Tollgaard and George Klaskin,

Absent: None

Staff Attending: Kyle Riel, Assistant Fire Chief, and Bernadine Reed, City Administrator/Clerk-Treasurer.

Others attending: Marcia Sarvela.

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

Motion by Montgomery seconded by Miller and carried unanimously to approve the following consent agenda items:

- Minutes, December 12, 2017, regular council meeting;
- Claims (5303-5319 - \$24,676.99);
- Accounts payable - \$49,497.87;
- Cash control statement, receipt and disbursement registers.

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

- Regular daily, weekly and monthly work;
- Started 2017-year end process and reports.

Fire Department report submitted by Kyle Riel, Assistant Fire Chief.

- Five fire runs and five first responder calls;
- Request for authorization to purchase a thermal imaging camera, information of model was presented. Motion by Montgomery, seconded by Lucas and carried unanimously to authorize the purchase of the recommended thermal imaging camera at an estimated cost of \$1,700.00.

Committees:

- Lucas submitted samples of discolored water, discussion followed.
- Klaskin requested an ordinance change concerning the Planning and Zoning Commission. Motion by Klaskin, seconded by Lucas to change the ordinance language, motion failed. Motion by Montgomery, seconded by Tollgaard to table the ordinance change request, motion carried unanimously.
- Tollgaard reported for the Safety Committee. Inspections have been completed and recommendations are:
 - Veterans building needs ADA signage and access;

- Pea rock raked under the playground equipment;
- Cross walks painted on Highway #73.
- The Personnel Committee updated that the harassment/bullying investigation is ongoing a date/time to interview the Mayor is being arranged.

Unfinished Business:

- Fire Department SOP, Kyle Riel submitted a draft SOP, the Council made change recommendations and will review further;
- Reed submitted information about costs related to direct deposit of payroll. Motion by Montgomery, seconded by Lucas and carried unanimously to deny payroll direct deposit due to costs.

New Business:

- Request from Gerald Peterson for a 90-day leave of absence, effective immediately. Motion by Montgomery, seconded by Lucas and carried unanimously to approve the requested leave of absence.
- Motion by Lucas, seconded by Montgomery and carried unanimously to advertise for the vacant position and authorize the personnel committee to interview and hire for the 90-day position, the information to be presented at the next Council meeting for confirmation.
- Motion by Klaskin, seconded by Miller and carried unanimously to approve a \$25.00 donation to Moose Lake Post Prom.
- Resolution 2018-01: Klaskin moved the adoption of the following 2018 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: Firm of Rudy, Gassert, Yetka and Pritchett;

Fire Commission: George Klaskin;

Building/Utilities/Safety Committee: Jason Montgomery and Tina Tollgaard;

Personnel Committee: Kris Miller and Dave Lucas;

Planning and Zoning Commission: George Klaskin and Dave Lucas;

Budget Committee: George Klaskin and Jason Montgomery

Miller seconded and the resolution carried unanimously.

Motion by Montgomery seconded by Miller and carried unanimously to adjourn at 9:10 p.m.

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer