

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
February 13, 2018**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, February 13, 2018.

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

Absent: Kris Miller

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

Others attending: Marcia Sarvela, Guy Collier, Morgan Yeats, Tim Malone, Todd Lawrence, Mark Tollgaard, Jen Montgomery, Jane Morgan and members of the "Rut Riders" group.

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

Brad Cooper, Rut Riders, gave a presentation concerning the mud bog event. He has met with Carlton County concerning the existing area and wetland compliance. Due to issues with the current area the group is requesting that the event be moved to parcel #19-140-0040, east of the ballfield park. Discussion followed where all present were able to ask questions or give comments. Mayor Klaskin instructed Todd Lawrence, Planning and Zoning Chairman, to contact MN Department of Health to discuss the impact of the proposal on the city's wells as the requested parcel is in the City of Kettle River's Wellhead Protection Area.

Todd Lawrence requested approval of appointments to the Planning and Zoning Commission. Motion by Montgomery, seconded by Tollgaard and carried unanimously to appoint Mark Tollgaard, Guy Collier and Marcia Sarvela to the Planning and Zoning Commission, effective immediately.

Tim Malone, Genesis wireless, gave a report to the council of the purchase of Moose-Tec by Genesis. Mr. Malone will present a new contact at a future meeting.

Rut Riders representatives, Tim Malone and Mark Tollgaard left the meeting.

Motion by Montgomery seconded by Lucas and carried unanimously to approve the consent agenda:

- Minutes, January 9, 2018, regular council meeting;
- Claims (5320-5339)- \$8,096.10;
- Accounts payable - \$47,918.46;
- Cash control statement, receipt and disbursement registers.
- Authorization for \$25.00 donation to Barnum Post Prom Committee.

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

- Regular daily, weekly and monthly work;

Utilities Department Report by David Isaacson, Utilities Superintendent:

- Daily work, readings at water plant, lift station and wastewater ponds;
- Fluoride sample collection;
- Completion of monthly fluoride report;
- Fluoride and Bacti samples collected and submitted;
- Monthly wastewater report;
- Met with Brian Miller, MSA Engineering, for recommendation concerning the water tower and water quality. Estimates for fees will be sent;
- Hawkins is working on installation of a new chlorine pump;
- 2017 DNR water report completed and submitted;
- Contacted CIP and made arrangements for painting of the Legion building interior;
- Automatic Systems is working on the automation computer program for the water treatment facility.

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

- Eight fire runs and two EMR calls;
- Resignation letters were presented from George Klaskin and Terry Bump. Motion by Montgomery, seconded by Klaskin and carried unanimously to accept the resignations effective immediately, the assistant fire chief will verify that all city property is returned;
- Membership is extremely low, and the Fire Chief would like assistance from the City Council in recruitment;
- The Fire Commission meeting is scheduled for Wednesday, February 21, 2018 at 7:00 p.m. Klaskin stated that he is unable to attend, Acting Mayor Tollgaard will attend;
- Request by Kyle Riel to attend Fire Instructor and Officer 1 training at a cost of \$600.00 and to attend the 2018 DFOS training at a cost of \$235.00; both training session costs qualify for training reimbursement. Motion by Montgomery, seconded by Lucas and carried unanimously to approve training, related costs and reimbursement application.

Jane Morgan left the meeting.

Committees:

- Request by Klaskin to add “Personnel Committee discussion of harassment allegations” to the agenda; Motion by Tollgaard, seconded by Lucas and carried to table request;

- Motion by Montgomery, seconded by Lucas and carried unanimously to hire Guy Collier as an assistant maintenance/custodian for a 90-day temporary position.

Unfinished Business:

- Fire Department SOP, Kyle Riel submitted an updated draft SOP, motion by Tollgaard, seconded by Montgomery and carried unanimously to adopt the presented SOP;
- Lucas continues work on establishing an administrative fine ordinance and fee schedule;

New Business:

- Motion by Tollgaard, seconded by Lucas and carried unanimously to approve \$50.00 to Moose Lake Area Historical Society;
- Notification of Board of Appeal and Equalization meeting, April 5, 2018 at 9:00 a.m.

Motion by Montgomery seconded by Klaskin and carried unanimously to adjourn at 8:40 p.m.

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer