

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

Meeting held during Minnesota governor's "stay at home" order 20-33 essential business only and recommended social distancing implemented.

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

Members present:

Mayor Lucas,

Councilors: Miya Kohmetscher, Guy Collier, Tina Tollgaard and Kyle Riel.

Absent: None

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

Others attending: None

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

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

- Minutes, March 10, 2020 regular council meeting;
- Claims (5925-5939 - \$14,711.86);
- Accounts payable - \$14,946.69
- Cash control statement, receipt and disbursement registers;

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

- Completed first quarter required reports;
- Reviewed audit and verification of submittal to MN OSA;
- Regular daily, weekly and monthly work;

Utilities Department report submitted by David Isaacson, Utilities Superintendent.

- Water leak is scheduled for repair on April 16;
- Computer at the WTP is not working, troubleshooting is completed, and the repair part is on order, the system is outdated and estimates of updating will be obtained and submitted at a future meeting;
- Complaints of discolored water were received. MN Rural Water has been contacted to submit options;
- Discussion of playground equipment access during the COVID19 outbreak. Motion by Councilor Tollgaard, seconded by Councilor Riel and carried unanimously to close the bathrooms and keep the playground equipment accessible with a sign that the equipment is not being sanitized.

Fire Department report submitted by Kyle Riel, Fire Chief.

- Seven fire runs and six medical runs;
- Siren is not working again;
- Training meetings are not being held during the stay at home order;
- Supplies are sufficient for emergency response employees and accessible from several agencies;
- Employees are trained on proper COVID19 response.

City Council:

- Discussion of residents needs during the COVID19 pandemic.

Committees:

- Councilor Collier gave an update from the Planning and Zoning Commission; that work continues on city lots for sale information;
- Personnel Committee members Mayor Lucas and Councilor Collier requested Reed create a written vacation request form and submit it to the committee prior to vacation leaves.

Correspondence:

- Acknowledgement of MN Department of Health correspondence of March 18, 2020 and March 25, 2020.

New Business:

COVID19:

- Mayor Lucas declared a local state of emergency for the City of Kettle River;
- Councilor Tollgaard moved the adoption of Resolution #2020-02, a resolution enacted pursuant to MN Statutes section 12.29 extending the period of a Mayor declared local emergency;
- Discussion concerning the Board of Appeal and Equalization scheduled for April 28th; Motion by Councilor Collier, seconded by Councilor Tollgaard and carried unanimously to cancel this meeting and transfer the appeal duties to the Carlton County Assessor's office. This action results in the loss of the City Council's right to hold Board of Appeal and Equalization meetings for two years unless special state legislation is enacted. State representatives will be contacted to enact special legislation to reverse this loss;
- Per recommendation for the national organization for NNO, motion by Councilor Collier, seconded by Councilor Kohmetscher and carried unanimously to move the NNO event to October 6, 2020;

- Motion by Councilor Collier, seconded by Councilor Tollgaard and carried unanimously to cancel the City BBQ event scheduled for May 2, 2020.

Motion by Councilor Kohmetscher seconded by Councilor Riel and carried unanimously to adjourn at 8:00 p.m.

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer