

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
April 9, 2019

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, April 9, 2019.

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

Absent: None

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

Others attending: Kathe Reinhold, Marcia Sarvela, Jeff Dotseth, Kevin Peura and Todd Lawrence.

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

Jeff Dotseth stated he was attending to inquire about Planning and Zoning Commissioner appointments, and he will await the subject as stated on the agenda.

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

- Minutes of March 12, 2019 regular council meeting and March 22, 2019 special meeting;
- Claims (5650-5668 - \$13,554.38);
- Accounts payable - \$21,541.32;
- Cash control statement, receipt and disbursement registers as presented.

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

- Regular daily, weekly and monthly work;
- Request from a water and sewer customer to have the City submit a past due water and sewer account for collection with MN Dept. of Revenue Collection Division instead of collection via certification to land taxes. Following discussion, the request was tabled to be considered during ordinance review and updating.

Utilities Department report submitted by David Isaacson, Utilities Superintendent.

- Regular daily, weekly and monthly work;
- Completed and submitted required reports;
- Inquired with Carlton County Transportation about repairs to City streets;
- Completed a Gopher One location request for the little library installation;
- Inquired with Carlton County Transportation about sign repair;
- Worked on SDS ring binders for OSHA compliance;
- Taking samples prior to wastewater discharge;

Fire Department report submitted by Kyle Riel, Fire Chief.

- Four fire call and three medical calls in March;
- Submittal of resignation e-mail received from Nick Wright. Motion by Collier, seconded by Kohmetscher and carried unanimously to accept his resignation;
- Recruitment is going well, and the filling of officer positions is being worked on.

Planning and Zoning Commission:

- Discussion of Planning and Zoning Commissioner appointments. The clerk was instructed to obtain information about the procedure to add two “Commissioner at large” positions to the Commission;
- Motion by Kohmetscher, seconded by Riel to appoint Kathe Reinhold to the Planning and Zoning Commission;
- Lucas updated the Council that he is working on obtaining a quote to have the property by the ball field surveyed.
- Request for a contact sheet of staff, Council and Planning and Zoning Commissioners.

Unfinished Business:

- Surveyor quote: Lucas working on obtaining, tabled;
- Building repair quotes: Two quotes were received:
 - 1) Daryl Klocke Construction- \$25,525.00;
 - 2) Cousin’s Construction LLC - \$16,128.75
- Motion by Collier, seconded by Kohmetscher and carried unanimously to approve the quote from Cousin’s Construction.
- Ordinance updating: Motion by Collier, seconded by Kohmetscher and carried unanimously to table the ordinance review until January 2020;
- City Policies: Motion by Riel, seconded by Kohmetscher and carried unanimously to approve a computer use policy and social media policy as presented and reviewed.

Jeff Dotseth, Kevin Peura, Kathe Reinhold and Todd Lawrence left the meeting at 7:50 p.m.

Correspondence:

- E-mail link for Board of Appeal and Equalization training was provided to the Council.

New Business:

- Discussion concerning applying for a city credit card, motion by Collier, seconded by Riel and carried unanimously to authorize the Clerk to apply

for a city credit card with US Bank. Approved cardholders: Bernadine Reed, David Isaacson and Kyle Riel.

- A request was received from Karola, Carlton County Zoning, requesting location ideas for the installation of a recycling garage and the removal of the existing sheds. The current location site is not large enough for the proposed building. Following discussion, the Council will individually look for possible sites within the City to locate a recycling garage.
- Discussion and planning for May 4th BBQ event.

Motion by Collier seconded by Kohmetscher and carried unanimously to adjourn the regular meeting at 9:05 p.m.

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer