

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
April 10, 2018**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, April 10, 2018.

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

Absent: None

Staff Attending: David Isaacson, Utilities Superintendent, Kyle Riel, Assistant Fire Chief, Guy Collier, Maintenance Assistant, Robert Tschida, Building Inspector and Bernadine Reed, City Administrator/Clerk-Treasurer.

Others attending: Marcia Sarvela, Tim Malone, Don and Jane Tracy, Todd Lawrence, Morgan Yeats, Kevin Peura, John Wojtysiak, Pat and Edwin Lund.

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

Don Tracy requested when the repairs to the water tower will be acted upon by the Council. He stated that he has discolored water and would like action quickly. Klaskin replied that he is hoping for action tonight.

John Wojtysiak inquired about the estimating of the water meters.

Tim Malone, Genesis wireless, inquired about the contract. He informed the Council of new projects and pricing for customers.

Don and Jane Tracy and John Wojtysiak left the meeting.

Motion by Montgomery seconded by Tollgaard and carried unanimously to approve the consent agenda, with the removal of approval of the minutes for the March 13, 2018 regular meeting and the March 27, 2018 special council meeting.

- Claims (5354-5372)- \$19,821.86
- Accounts payable - \$13,996.68
- Cash control statement, receipt and disbursement registers.

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

- Regular daily, weekly and monthly work;
- Meeting minutes, agendas, payroll, financial reports, bank reconciliation, customers, correspondence.

Utilities Department Report by David Isaacson, Utilities Superintendent.

- Daily work, including but not limited to readings at water plant, lift station and wastewater ponds;
- Fluoride sample collection;
- 310,900 gallons pumped and primary ponds ar at 63 inches as of today;

- Completion of monthly fluoride report;
- Fluoride samples collected and submitted;
- Monthly wastewater report;
- CIP painted a second coat at the Legion building interior; other improvements are being made;
- Update of water treatment plant operation.
- Jerry Peterson will be returning to work and a thank -you to Guy Collier; request to retain Guy Collier as a back-up trained employee; no action taken.

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

- Leave of absence request from Nick Wright, Fire Chief, from his position as Fire Chief and an EMR;
- The thermal imaging camera was received and displayed for the Council;
- March responses – seven medical and two fires;
- April responses to date – two medical and one fire;
- New hires are in the process;
- Shortage of membership, request for recruitment ideas and assistance.

Building Department report submitted by Robert Tschida, Building Official.

- Several roofing permits have been issued due to replacement from last summer's hail storm.

Committees:

City Council:

- Tollgaard inquired about parking regulations on Main Street (Highway #73);

Unfinished Business:

- Administrative Fees ordinance – awaiting final draft from attorney;
- Presentation of audit representation letter, submittal of request for forty-five-day extension to Office of the State Auditor, e-mail concerning payment of invoice and copy of invoice. Klaskin stated that his understanding is the representation letter must be signed prior to the final audit presentation. Klaskin stated that he would not support signing the representation letter as he cannot verify that everything was submitted. Montgomery clarified where motions can be made under Roberts Rules. Motion by Tollgaard, seconded by Lucas to sign the audit representation letter and submit payment of the audit invoice. Roll call vote: Tollgaard-Aye, Lucas-Aye, Montgomery-Aye, Miller-Aye; Klaskin- Nay.
- Request from Isaacson to move forward with contracting with MSA to obtain quotes for water tower repairs. Resubmittal of information presented from MSA at March meeting. Klaskin submitted an estimate by KLM Engineering for cleaning the water tower. Staff informed the

Council that the City currently has a contract for water tower cleaning. Reed left the meeting to obtain the current contract and distributed it to the Councilors. Motion by Montgomery seconded by Lucas and carried unanimously to approve contracting with MSA to prepare specification for a fee of \$3,000 and obtain quotes for refurbishing of the tower interior;

- Genesis contract: Motion by Lucas, seconded by Montgomery and carried unanimously to approve the contract as presented;

Correspondence:

- Thank you from Barnum Post Prom;
- Thank you from the Family of Jeremy Peterson;
- E-mail received from Clif Allen, Moore Engineering.

New Business:

- Motion by Klaskin, seconded by Montgomery to reduce minutes to published summaries, samples of newspapers were displayed. Following discussion, roll call vote: Klaskin-Aye; Tollgaard-Nay, Miller-Nay, Lucas-Nay and Montgomery-Nay; motion failed.
- Motion by Montgomery, seconded by Miller and carried unanimously to approve Nick Wright's one-year leave of absence, beginning April 1, 2018.
- Motion by Montgomery seconded by Miller and carried unanimously to appoint Kyle Riel as "Interim Fire Chief" during Wright's leave of absence;
- Klaskin in response to taping and posting the meeting. Klaskin informed the Council that he has contacted the State of MN Department of Administration about open meeting laws and there is nothing illegal about taping and posting the meeting by the Mayor. Klaskin stated he is talking to the ACLU about a possible first amendment infringement. Klaskin stated that he is currently abiding by the motion of the Council, but it will be subject to future findings, Klaskin stated truth hurts sometimes.
- Tollgaard stated that she was told there is a possible solution to the leaking of the Legion building roof by extending the roof cap. Isaacson stated that he would investigate it;
- Todd Lawrence requested clarification of how he proceeds concerning the water tower project. Lawrence requested reimbursement of expenses if needed and if he could contact the City attorney. Following discussion, Lawrence was instructed to bring his requests as needed to the Council.

Motion by Montgomery seconded by Lucas and carried unanimously to adjourn at 8:39 p.m.

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer