

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
June 13, 2017**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, June 13, 2017.

Members present: Jason Montgomery, George Klaskin, Dave Lucas and Kris Miller.

Absent: Tina Tollgaard

Staff Attending: David Isaacson, Utilities Superintendent; Nick Wright, Asst. Fire Chief; Robert Tschida, Building Inspector and Bernadine Reed, City Administrator/Clerk-Treasurer.

Others attending: Eddie Pelkey, Todd Lawrence, Marcia Sarvela, Guy Collier and Kyle Riel.

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

Motion by Mayor Klaskin, seconded by Councilor Lucas and carried unanimously that the current procedure of placing the disbursement registers on the Council table for access at the meeting be discontinued and a new procedure adopted of the registers placed in the agenda packets.

Motion by Mayor Klaskin that the City Council shall follow all MN Statutes and that the Mayor shall sign all checks and request for financial records will be filled in a timely fashion; Councilor Montgomery seconded, discussion followed and motion carried unanimously.

Motion by Mayor Klaskin that the agenda packets are delivered to Councilors minimum of five day prior to the meeting. Councilor Montgomery seconded, discussion followed; Mayor Klaskin amended his motion to delivery of agenda packets the Friday prior to the meeting; Councilor Montgomery seconded and motion carried unanimously.

Motion by Councilor Montgomery, seconded by Councilor Klaskin and carried unanimously to approve consent agenda items:

- Minutes of May 9, regular council meeting;
- Claims (5155-5179 - \$14,844.55)
- Accounts payable - \$23,446.76;
- Bond interest payment to Northview Bank in the amount of \$475.00;
- Minnesota Association of Small Cities Dues in the amount of \$199.65

Opening of bids for JD 1420 commercial mower:

One bid received:

Glenna Peterson - \$2,053.51

Motion by Councilor Lucas, seconded by Councilor Miller and carried unanimously to accept bid as presented.

Administration Department report submitted by Bernadine Reed, City Clerk/Treasurer:
May/June 2017:

- Survey completion;
- Created and published ad for sale of JD Mower;
- Sent request for ordinance opinion to City Attorney;
- Started 2018 budget;
- Regular daily and monthly work;

Utilities Department report submitted by Dave Isaacson, Utilities Department.

- Daily work of readings at the water plant, lift station and ponds, fluoride sample collections;
- Discharging of secondary pond;
- Fluoride report and wastewater reports have been submitted;
- Consumer Confidence Report completed;
- Still working on obtaining bids for city/fire hall repair;
- Submittal of quarterly fluoride reports submitted;
- Request by Anderson Brothers for purchasing of water and for MNDOT to park office trailer by the City garage; Isaacson stated that he will obtain a quote for street repair while they are in the area;
- Water meter installation letters will be sent soon;
- Request for authorization to purchase a replacement chemical feed pump for potassium permanganate from Hawkins Water Treatment for a cost of \$\$1,070.00;
- Manual backwashing continues to be done;
- Presentation of quotes for lighting updating for the City garage, activities building (legion) and community center building; Lengthy discussion about lighting followed. No action.
- Request to purchase public rest room signs for a cost of \$90.00. Purpose is to stop public urination following complaints. No action.
- Lengthy discussion about public urination. Motion by Mayor Klaskin, seconded by Councilor Lucas directing the City Clerk to send a letter to Tower Tap requesting the businesses assistance in stopping this habit.

Fire Department report submitted by Nick Wright, Assistant Fire Chief.

- Four fire runs (one mutual aid) and two first responder calls;
- Discussion of possible house burn training opportunities;
- Discussion of difficulty accessing the FD vehicle stored at the City garage, door springs are in the process of being obtained and repaired;

- Presentation of a proposal to establish hourly payroll for fire department membership to assist in recruitment and retention; Discussion followed where all present could ask questions about the proposal; Tabled.
- Councilor Lucas asked about the status of the search for funding for turn out gear purchasing; the Fire Chief stated that he is in the process of researching funding.

Building Department report submitted by Robert Tschida, Building Official.

- A compliance check of the annual spring ordinance compliance inspection will be completed soon;

Committees:

- Todd Lawrence, Planning and Zoning Commission, updated the Council about his inquiry to create a sister city program, there is not an interest;
- Councilor Lucas stated his complaint about feral cats in his yard; several city ordinances are being violated by his neighbor; Councilor Lucas requested that action be taken per city ordinance. Lengthy discussion followed about feral cats. Motion by Mayor Klaskin, seconded by Councilor Lucas, and carried unanimously to appoint David Lucas as the animal control officer.
- Planning and Zoning Commission meeting scheduled for July 6th @ 7:00 p.m. Following discussion, the meeting will be moved to July 5th @ 7:00 p.m.
- Budget committee presented a financial information request to the City Clerk. The Clerk reminded the budget committee of the promised goal/objectives of the committee, a written description will be presented by the Committee. Mayor Klaskin requested that the budget committee meeting be posted, discussion was held of the status of a meeting if a third councilor attends.

Unfinished Business:

- Air-fiber & Tom Simi lease agreement discussion, Tabled.
- Fire Department SOP, committee is meeting June 20th information will be provided at a future meeting.

Correspondence:

- Acknowledgement of notification from Minnesota Management and Budget of compliance with the Local Government Pay Equity Act.

New Business:

- Motion by Councilor Montgomery, seconded by Councilor Lucas and carried unanimously to approve the purchase of a replacement chemical feed pump from Hawkins Water Treatment Co for \$1,070.00.

Motion by Councilor Montgomery seconded by Councilor Miller and carried unanimously to adjourn at 8:55 p.m.

Submitted by,

Bernadine L. Reed/City Administrator/Clerk/Treasurer