

CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
May 14, 2019

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, May 14, 2019.

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

Absent: Miya Kohmetscher

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

Others attending: Chris Clasen, City Auditor, John Peura, Marcia Sarvela, Jeff Dotseth, Todd Lawrence and Gary and Judy Marsyla.

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

Guest: Chris Clasen, City Auditor, presented the 2018 year-end audit. Discussion followed where all present were given opportunity to ask Mr. Clasen questions.

Mr. Clasen left the meeting at 7:25 p.m.

Motion by Riel seconded by Tollgaard and carried unanimously to approve the following consent agenda items, with the correction of April 9th meeting minutes, Tollgaard was absent.

- Minutes of April 9, 2019 regular council meeting and April 15, 2019 Board of Appeal and Equalization meeting
- Claims (5669-5698 - \$6,561.52);
- Accounts payable;
- Cash control statement, receipt and disbursement registers;
- MN Rural Water Association membership dues - \$250.00;
- MN Association of Small Cities membership dues - \$199.65.

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

- Completed first quarter 2019 reports;
- Researched planning and zoning requests;
- Received OSHA violation, contacted City Council, completed work plans, submitted and posted required reply;
- Regular daily, weekly and monthly work;

Utilities Department report submitted by David Isaacson, Utilities Superintendent.

- Regular daily, weekly and monthly work;
- Completed and submitted required reports;
- Repair of ballfield fence;
- Started wastewater pond discharge;

- Closed off one section of playground equipment, will work on necessary repairs;
- Working on obtaining repair quotes for streets that developed frost boils causing blacktop damage;
- Working on obtaining a generator for the water treatment plant. Awaiting reply from MSA;
- The generator at the lift station is being repaired;
- An energy audit is being completed by MRWA for the water treatment plant;

Lucas asked Isaacson to obtain costs for digital speed signs and to inquire into crosswalk painting. Lucas inquired into the capacity of utilities for expansion, Isaacson stated he estimated an additional 20 to 30 homes could be added to the existing utilities.

Fire Department report submitted by Kyle Riel, Fire Chief.

- One fire call and two EMR calls;
- A contractor is researching an issue with radio in one of the trucks, the radio was supplied by Carlton County and an error with ID numbers occurred;
- Riel submitted a recommended policy for filling pools, tabled.
- Recruitment is on-going.

City Council:

- Lucas thanked everyone for working to host the May 4th BBQ, he apologized to city employees that were not included in the invitations and stated that changes will be made for next year's event;
- Discussion of establishing a City Facebook page, Lucas will set up the page;

Planning and Zoning Commission:

- Todd Lawrence stated that a meeting was held May 13, 2019, an interest in purchasing property was shown, upon receipt of the property deeds this will be discussed further;
- Request was made for updates to the "Welcome to Kettle River" signs, a quote for the cost will be obtained;

Unfinished Business:

- Surveyor quote: tabled;
- Planning and Zoning ordinance change to add two "Commissioners at Large" positions; tabled until 2020 ordinance review;
- Location request for recycling center. Motion by Collier, seconded by Tollgaard to approve the request from Carlton County to locate the recycling garage east of the Post Office building pending approval of the

Post Office. The Clerk was instructed to contact the City Attorney to proceed.

New Business:

- OSHA complaint and response. Information received concerning a filed complaint with OSHA, the complaint and response to the complaint was presented to the Council.
- Requests from Ma & Pa Committee:
 - 1) Authorization to have a firework display at the Ma & Pa Kettle Days event. Motion by Collier, seconded by Riel and carried unanimously to authorize a firework display and payment to the vendor for purchase, this payment will be reimbursed by the Ma & Pa Kettle Committee;
 - 2) Request to install temporary air conditioning into the Legion building for the event, authorized.
 - 3) Notification that the Ma & Pa Kettle Days event will be extended to four days, August 8th to the 11th ;
 - 4) Request to hold a Christmas event and to install a support tube into the ground by the Legion building for tree installation Motion by Collier, seconded by Riel and carried unanimously to support a Christmas event and to allow installation of a support pipe for the tree.

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

Submitted by,

Bernadine L. Reed
City Administrator/Clerk/Treasurer