

**CITY OF KETTLE RIVER
CITY COUNCIL MINUTES
July 11, 2017**

The regular meeting of the Kettle River City Council was held in the meeting room of City Hall, Tuesday, July 11, 2017.

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

Absent: None

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

Others attending: Todd Lawrence, Marcia Sarvela, Trey Morgan, Mr. and Mrs. Resberg, Jen Montgomery and Gary Peterson.

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

Guest:

Trey Morgan – inquiry about Sunday off-sale.

Mayor Klaskin moved that the City Council can contact city employees by e-mail, text and phone for official business. Lengthy discussion followed, motion seconded by Councilor Lucas, roll call vote. Klaskin-aye; Lucas-aye; Montgomery-aye; Tollgaard-nay, Miller-nay. Motion carried.

Motion by George Klaskin to amend June 2017 minutes, motion failed due to lack of second.

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

- Minutes of June 13, regular council meeting;
- Claims (5180-5196 - \$4,191.13)
- Accounts payable - \$16,207.15;

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

- Discussion of how/where Mayor Klaskin obtained information about the city's bank account, Mayor Klaskin stated that he accesses the account remotely from his home computer and by going to the bank for printouts.
- Mayor Klaskin moved that he be allowed to continue accessing the bank account on-line from his home and obtaining printed statements/information from the bank. Councilor Lucas seconded for discussion, following discussion, Roll Call: Tollgaard-Nay, Miller-Nay, Lucas-Nay, Montgomery-Aye and Klaskin-Aye. Motion failed.

- Motion by Councilor Tollgaard, seconded by Councilor Miller and carried unanimously that the budget committee immediately return to the City Office all documents in their possession and Mayor Klaskin immediately ceases the inappropriate obtaining of bank account information remotely on-line or by printed requests from the bank and that all requests for information be presented to the City Council for prior approval and that compliance with MN Statute Chapter 13 Government Data Practices Act be complied with by the City Council.
- 2018 budget work;
- Second quarter reports;
- Working on “Budget Committee” request.

Utilities Department report submitted by Dave Isaacson, Utilities Department.

- Daily work of readings at the water plant, lift station and ponds, fluoride sample collections; Lengthy discussion of rest area signage request.
- Motion by Councilor Tollgaard, seconded by Councilor Miller to install rest area signs for a cost of \$90.00, Roll Call: Tollgaard-Aye, Miller-Aye, Lucas-Aye, Montgomery-Aye, Klaskin-Nay.

Todd Lawrence left the meeting.

- Wastewater report;
- Water meters will be installed when arrangements are made;
- Repair to JD 301, running but still has safety issues;
- An estimate from MSA Engineering for specifications for LED lighting for city buildings was submitted; Tabled. Councilor Montgomery requested that Green City information be obtained, he will bring information to the next meeting.
- Mayor Klaskin informed the Council that he contacted Anderson Brothers Construction about the construction trailer parked by the city garage. Mayor Klaskin requested permission to send an agreement letter that Anderson Brothers pay \$500.00 per month, lengthy discussion, permission denied, Isaacson was instructed to obtain a written agreement with the contractor that costs incurred will be reimbursed to the City.
- One quote for City/Fire Hall repair was submitted. Several contractors have been contacted. Motion by Councilor Tollgaard, seconded by Councilor Montgomery and carried unanimously to advertise for bids for the building repair with a closing of August 21, 2017 @ noon.

Motion by Councilor Montgomery, seconded by Mayor Klaskin and carried to hold a budget meeting Tuesday, August 22, 2017 and hold the bid opening prior to the meeting.

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

- One fire run and four first responder calls;
- Motion by Mayor Klaskin, seconded by Councilor Lucas and carried unanimously to purchase two sets of turn-out gear;
- Motion by Mayor Klaskin, seconded by Councilor Montgomery to terminate Randy Watter as a firefighter due to non-participation;
- Fire Chief and Assistant Fire Chief attended the Carlton County Fire Chief meeting.
- OSHA required training is almost completed.
- NNO Event discussion – an event is not planned for this year.

Building Department report submitted by Robert Tschida, Building Official.

- Council direction concerning ordinance compliance was requested, following discussion, Tschida was instructed to send a second letter to violators;
- Councilor Lucas will speak with the City attorney to inquiry about what the City can do to assist with the enforcement of the nuisance ordinance;
- Mayor Klaskin moved that a non-compliance letter be sent to Carlton County requesting that they mow the vacant lot located next to Mayor Klaskin's home further back into the lot; seconded by Councilor Montgomery, Roll call: Klaskin-Aye, Lucas-Aye, Montgomery-Aye, Miller-Aye, Tollgaard-Nay. Motion carried.

Committees:

- Councilor Lucas updated the Council about the Planning and Zoning Commission meeting – 1) Feral cat discussion 2) discussion of 1918 fire 100-year anniversary event;
- Councilor Lucas attended the Ma & Pa Kettle Day Committee meeting and due to the struggle to find volunteers this looks like the final year of the event. July 20th is the next meeting if anyone is interested.
- Budget Committee: Request from Mayor Klaskin requesting permission to purchase the City Financial Planning program for \$500.00; as the City has purchased this it will be researched if the license allows multiple use. Motion by Mayor Klaskin to purchase the program, Councilor Montgomery seconded, further discussion and amendments to original motion, Mayor Klaskin withdrew his motion.
- Mayor Klaskin presented information about audit requirements.

Unfinished Business:

- Air-fiber & Tom Simi lease agreement discussion, Tabled.
- Fire Department SOP, working on AED and washer/extractor policies;
- Fire Department wage request; tabled to budget meeting.

Correspondence:

- Proposal from Northwest Pest Management, LLC; no interest;
- Carlton County notice of public hearing concerning ATV use;

- MN Department of Health.

New Business:

- Motion by Mayor Klaskin, seconded by Councilor Lucas and to adopt Ordinance #102; An Ordinance Amending City Code Chapter 111 to Permit Off-Sale of Intoxicating Liquor on Sundays.

Mayor Klaskin distributed a letter he received from the Carlton County Historical Society requesting historical donations. Marcia Sarvela took a copy of the letter to print in her news column.

Arrangements have been made for painting of the interior of the Legion Building with CIP providing the labor and the Legion providing the paint.

Councilor Tollgaard inquired about the KR Newsletter that Mayor Klaskin distributed to select residents. Request was made that the language in the newsletter states “we” be changed as the statements made are not her views.

Gary Peterson, Carlton County Commissioner, provided an update of things being worked on at the county level. All present were given an opportunity to ask questions of Mr. Peterson.

Councilor Miller brought up the KR Newsletter as she has not received one. Mayor Klaskin stated that it is his opinions. A copy will be provided for Councilor Miller.

Motion by Councilor Montgomery seconded by Councilor Lucas and carried unanimously to adjourn at 9:15 p.m.

Submitted by,

Bernadine L. Reed/City Administrator/Clerk/Treasurer